

Check Your Messages

You can use Visual Voice to check your messages:

- Press the MESSAGES button
- Enter your password
- To hear your messages, scroll to the LISTEN option and press SELECT or OK
- Use the up and down arrow to select the message type you want to review (New, Old or Saved) and press SELECT or OK
- Press LISTEN to listen to the message
- Press BACK to go back to the previous screen
- Press MORE to access additional options
 - Press DELETE to delete the message
 - Press SAVE to save the message (Are not deleted automatically)
 - Press COPY to copy to another mailbox

Record a Message

You can use Visual Voice to record a message:

- Press the MESSAGES button
- Enter your password
- Scroll to the MESSAGE option and then press SELECT or OK
- Enter the user to which you want to send the message and press the MESSAGE softkey then press the RECORD softkey
- Press STOP to stop the recording
- Press LISTEN to hear the message
- Press SUBMIT to send the message
- Press MORE to access additional options

Record a Greeting

If this is not your first time recording your greeting, you can use Visual

Voice to record a new greeting:

- Press the MESSAGES button
- Scroll to the GREETING option and press SELECT or OK
- Press LISTEN to hear your greeting
- Press RECORD to begin recording your greeting and press STOP to stop the recording
- Press MORE for additional options:
 - Press SUBMIT to activate your greeting
 - OR press DELETE to delete the greeting

Change Your Password

If this is not your first time setting your password, you can use Visual Voice to change your password:

- Press the MESSAGES button and scroll to the PASSCODE option and press OK
- Enter your current password and press DONE
- Enter your new password and press SAVE