Voice Mail Quick-Start Grandstream Phones

Instructions:

To access your voicemail you will press the button .

If you have more than one line, you will be asked to select your line.

You will then be asked for your **PASSWORD** **(default 1234)**
NOTE: Remember to CHANGE your password. Do not leave it 1234.

Once you have entered your password you have the following options:

2 - Change Folders	**3 - Advanced Options**	**0 - Mailbox Options (Greeting Settings)**	
0 - New Messages 1 - Old Messages 2 - Work Messages 3 - Family Messages 4 - Friend Messages # - Cancel	5 - To Leave a Message 1. Enter Extension 2. Directory * - Return to Main Menu	0 - Mailbox Options 1 - Record "Unavailable" Message 2 - Record "Busy" Message 3 - Record Name 4 - Manage Temporary Greetings 5 - Change Password * - Return to Previous Menu	*** Help** **# Exit**

While or After Message Plays:

3 - Advanced Options	**5 - Repeat message**	**8 - Forward Message**	
1 - Send Reply Message 3 - Hear Message Envelope 5 - Leave Message for Another User 1. Enter Extension 2. Directory	**7 - Delete Message** Hitting 7 again will Un-Delete message	1 - Enter Extension 2 - Directory **9 - Save Message**	*** Help** **# Exit**