

Retrieve Messages

- 1 New
- 3 1 Saved
- 3 2 Deleted*

- ### During Message
- 1 Restart message
 - 2 Save
 - 3 Delete
 - 4 Slow playback
 - 5 Change volume*
 - 6 Fast playback

- 7 Rewind message
- 8 Pause/Resume
- 9 Fast-forward
- # Fast-forward to end
- # Skip message, save as is

- ### After Message
- 1 Replay message
 - 2 Save/Restore as saved*
 - 3 Delete
 - 4 Reply
 - 4 2 Reply to all
 - 4 4 Call the subscriber*
 - 5 Forward message
 - 6 Save as new/Restore as new*
 - 7 Rewind message
 - 8 Deliver e-mail or fax to fax machine*
 - 9 Play message properties
 - # Save as is

*Not available on some systems.

Send a Message

- 2 Send

Address and record message

- # Send now

- 1 Message options

- 1 Change address
- 2 Change recording
- 3 Set special delivery
- 4 Review message
- # Send

- 1 Add name

- 2 Hear all names

- 3 Remove name

- 1 Hear recording
- 2 Save recording
- 3 Rerecord
- 4 Add to recording

- 1 Urgent
- 2 Return receipt
- 3 Private
- 4 Future

Change Preferences

- 4 Setup options

- 1 Greetings

- 2 Message settings

- 3 Personal settings

- 4 Call transfer

- 1 Record this greeting

- 2 Turn on/off alternate greeting

- 3 Edit other greetings

- 4 Hear all greetings

- 1 Change message notification

- 2 Change fax delivery*

- 3 Change menu type

- 4 Edit private lists

- 1 Pager

- 2 Home phone

- 3 Work phone

- 4 Spare phone

- 1 Keep this number

- 2 Enter new number

- 1 Select full or brief menus

- 1 Hear lists
- 2 Change names on a list

- 1 Change password

- 2 Change recorded name

- 3 Change directory listing

- 1 Change listing status

- 1 Switch between transferring calls to extension or voice mail
- 2 Change extension or phone number

*Not available on some systems.

Use These Keys Anytime

- 0 Help

- * Cancel or back up