DEFAULT VOICEMAIL KEYPAD OPTIONS

To access your voice mailbox, call your number, when the voicemail picks up, dial # and then your password. From your home phone, dial *86 and then your password. The default password will be 1111.

To set up the voicemail account, use the following keypad options:

- **9** to go to voicemail setup options
- **1** to record a greeting
- **2** to change the voicemail access PIN
- **3** to turn on or off the requirement of the access PIN
- **4** to activate a greeting
- **5** to change the number of sub-mailboxes

To listen to and manage your voicemail messages, use the following keypad options:

- **0** to pause and resume the message
- **1** to repeat the message
- **2** to save the message, mark it as read, and move to the next message
- **3** to delete the message and move to the next message
- **4** to play info about the message
- **5** to skip to the next message
- **6** to save and reply
- **7** to mark the message as new
- **8** to forward the message to another mailbox (redirect to a different number)
- **＊** *(Star)* to rewind 5 seconds in the current message
- **#** *(Pound)* to fast forward 5 seconds in the current message

Sub-mailbox options:

- **＊** *(Star)* to access messages in sub-mailboxes as the initial greeting is playing
- **0** to access messages in the main mailbox
- **1** - **9** to access corresponding sub-mailbox messages

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