

etex voicemail guide

Voice Mail from Etex Telephone Cooperative helps you enjoy the most important things in your life—knowing you'll always get your phone messages. Our Voice Mail guarantees that you won't miss a call—if you are away from home, on the phone, or just don't feel like answering right now.

ACCESS YOUR VOICE MAIL

From the phone subscribed to the service:

1. Dial *26
2. If prompted, enter your password and then #.

From a different phone:

1. Dial your 10 digit phone number
 2. Press *
 3. Enter your password and then #.
- (The temporary password will be your 10 digit phone #)*

RECORD YOUR GREETING

1. Access your voice mailbox
2. Press 9 for the mailbox setup menu
3. Press 1 for greeting options
4. Press 4 to record your greeting
5. Record your greeting and then press #
6. Press 2 to keep your greeting

CHANGE YOUR PASSWORD

1. Access your voice mailbox
2. Press 9 for the mailbox setup menu
3. Press 2 to change your password
4. Enter your new password and then press #
5. When prompted to verify the password, enter it again and then press #

RETRIEVE MESSAGES

1. Access your voice mailbox
2. Your first new message may play immediately. If not, press 1 to listen to your messages. You will hear the announcement "You have x new messages and x saved messages."
3. Press 1 to listen to new messages
4. Press 2 to listen to saved messages

WHEN RETRIEVING MESSAGES, YOU CAN:

- Press 1 Play the message again
- Press 2 Save the message and play the next
- Press 3 Delete the message and play the next
- Press 4 Save the message as new
- Press 5 Reply to the message Press 6 Forward the message to another mailbox*
- Press 7 Skip backward in the message
- Press 8 To pause the message
- Press 9 To skip forward in the message

*Voice Mail package must be set to allow this capability.



√ Experience Crystal Clear Voice Messages

√ Save Important Messages

√ Record Your Own Personal Greeting

SIMPLE, CONVENIENT, RELIABLE.
THAT'S VOICE MAIL.

Your Voice Mailbox Number Is: _____

Your Voice Mailbox Password Is: _____



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