

Sending and replying to voice messages

To create a new message

- From main menu **2**
- Record message
- Finish recording **#**
- Enter recipient's mailbox number
- Send **#**

Tips

To erase and re-record *****

If you don't know the mailbox number, **#** and spell last name

Q = **7** Z = **9**

To reply to a message you receive

- At end of message **8**
- Record reply
- Finish recording **#**
- Send **#**

To telephone the sender of a message you receive

- At end of message **8-8**
- System dials sender's phone number

To forward a message you receive to someone else

- At end of message **6** or
Remove other introductions **6-6**
- Record your introduction
- Finish recording **#**
- Enter recipient's mailbox number
- Send **#**

To specify delivery options

Private **1** Urgent **2**

Message confirmation **3** Future delivery **4**

To send a voice message using AMIS

- From main menu **2**
- Record message
- Finish recording **#**
- Indicate you're using AMIS **#-#**
- Enter recipient's AMIS access phone number
- Confirm **#**
- Enter recipient's mailbox number
- Confirm **#**
- Send **#**