



While listening you can:

RE	Record a REply	73	B	Backup a Few Seconds	2
MF	Have Message Forwarded	63	BB	Backup to the Beginning	22
MC	Make Call to Sender	62	G	Go Ahead a Few Seconds	4
TI	Hear Msg Time, Date, Sender	84	*	Pause/Resume Listening	*
SA	SAve Message	72	VU	Turn Volume Up	88
E	Erase Message	3	VD	Turn Volume Down	83
RL	Reverse Listening Order	75	VN	Restore Volume to Normal	86
L	Listen to Next Message	5	#	Exit Listen Mode	#

While listening you can use the options above as well as:

RE	Record a Reply (Email)	73
RV	Record a Reply (Voice Mail)	78
MV	Modify Voice	68

The Text-to-Speech Options are as follows:

V	Change the Speaker's Voice	8	LI	Return to Previous Pitch	54
LV	Return to Last Speaker's Voice	58	D	Return to Default Settings	3
R	Speeds up the Rate of Speaking	7	#	Save your changes and exit this menu	#
LR	Return to Last Rate (slows down)	57	*	Exit this menu without saving your changes	*
I	Change the Pitch of the Speaker's Voice	4			

While recording you can:

B	Backup a Few Seconds	2
BB	Backup to Beginning	22
*	Pause/Resume Recording	*
E	Erase Recording	3
TI	Hear Time/Date of Recording	84
#	End Recording	#

When done recording you can:

	Enter mailbox numbers to receive message, up to 10.	
*N	Specify mailbox recipients by name. After you press *N, follow the voice prompts.	*6
**	Erase message and return to Main Menu.	**

After entering a mailbox number or name you can:

	Enter another mailbox number. Or, press N to enter another mailbox name.	
*R	Request a return receipt. As soon as the recipient listens to your msg, VoiceSupport lets you know by placing a "receipt" in your mailbox. The receipt consists of two parts: the voice prompt "The following return receipt arrived on (date/time) from (name or number)," followed by the msg that was listened to. After you press *R, you can go to the top of this menu.	*7
*U	Tag a message as "urgent" so the message gets priority handling in the recipient's mailbox. Upon logging on to their mailbox, the recipient hears "This is an urgent message" followed by the message.	*8
*C	Tag a message as "confidential." Recipients of confidential messages cannot use the MF command or Auto Forward feature to send the message to another mailbox.	*2
#	Send msg and return to Main Menu.	#
*N	Specify next recipient by the opposite method, then go to top of this menu.	*6
*	Cancel previous mailbox. If no mailbox recipients remain, go to previous menu. Otherwise, go to top of this menu.	*
**	Erase msg and go to Main Menu.	**

The mailbox options are as follows:

S	Security Code	7
N	Message Notification	6
AH	Auto Help	24
AF	Auto Forward	23
AT	Auto Time-Stamp	28
CW	Call Waiting	29
CA	Call Announcing	22
#	Exit Menu	#

To call your mailbox and access the Main Menu:

- Dial VoiceSupport extension number _____ or VoiceSupport outside number _____.
- If you hear the company greeting, dial # (or other log-on code _____). Otherwise, go to step 3.
- If requested, dial your mailbox number _____.
- If requested, dial your security code _____.
- Select the desired feature from the Main Menu. To access a feature, dial the letters shown to the left of the feature name. For your convenience, their corresponding numbers are shown to the right of the feature name. You'll notice that the letters you dial to access a feature match some of the letters in the feature name. To get a recorded help message at anytime, press 0. For detailed information on the features, see the User's Guide.

Note: The first time you call your mailbox you may hear a tutorial on how to use 3 of the basic mailbox features: Record a Mailbox Greeting, Record a Mailbox Name, Select a Mailbox Security Code. The tutorial, if allowed in programming, plays before the Main Menu. You can either use the tutorial or press * to skip over each feature until you get to the Main Menu.

Available on a VoiceSupport Server with Text-to-Speech and UnifiedSupport installed.