Setting up voicemail on your desk phone

The below instructions will assist you with setting up the voicemail on your desk phone for the first time.

Step-by-step guide

1. Dial 799
2. Enter your security code (0000 for first time until you set your own)
3. Follow the prompts, you will be asked the following:

- First name and last name
- Whether you want to enter your name in the directory
- Enter your Voicemail greeting
- Enter your new security code
- At the end you will be asked to enter 2 if you would like to restart the process if you need to change anything.

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