

# HOSTED VOICE VOICEMAIL NAVIGATION MENU

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| <p><b>1</b> Work with Greetings Menu</p> <p><b>Review Messages Menu</b></p> <ul style="list-style-type: none"> <li><b>1</b> Voicemail</li> <li><b>3</b> Faxes</li> </ul> <p style="text-align: center;">↓</p> <p><b>N</b> Listen to Message</p> <p><b>Hear Message</b></p> <ul style="list-style-type: none"> <li><b>1</b> Repeat</li> <li><b>2</b> Save</li> <li><b>3</b> Erase</li> <li><b>4</b> Reply</li> <li><b>5</b> Send a Copy</li> <li><b>2 2</b> Mark Saved Message as New</li> </ul> <p><b>2</b> Send Message</p> <p><b>Enter phone or GL number then #</b></p> <ul style="list-style-type: none"> <li><b>1</b> Review Message</li> <li><b>2</b> Mark as Urgent</li> <li><b>3</b> Mark as Private</li> <li><b>4</b> Re-Record Message</li> <li><b>5</b> Report on Send</li> <li><b>6</b> Report on Read</li> <li><b>7</b> Add Recipient</li> <li><b>9</b> Schedule for Future Delivery</li> <li><b>#</b> Send as Is</li> </ul> | <p><b>3</b> Work with Greetings Menu</p> <p><b>Greeting Options Menu</b></p> <ul style="list-style-type: none"> <li><b>1</b> Personal Greeting</li> <li><b>2</b> Extended Absence</li> <li><b>3</b> Sys-Gen Greetings and Name Recording</li> <li><b>4</b> Group Mailbox Greetings</li> <li><b>5</b> Busy Greeting</li> <li><b>6</b> Out-of-Hours Greeting</li> <li><b>7</b> Shared Greetings</li> <li><b>9</b> Forward all Calls to Voicemail Greeting</li> <li><b>*</b> Exit Menu</li> </ul> <p><b>4</b> Mailbox Settings</p> <p><b>Mailbox Settings Menu</b></p> <ul style="list-style-type: none"> <li><b>1</b> Group Lists</li> <li><b>2</b> Hands-free and Time Saver Options</li> <li><b>3</b> Security Options</li> <li><b>4</b> Group Mailbox Settings</li> <li><b>5</b> Notification Settings</li> <li><b>6</b> Additional Settings</li> <li><b>7</b> Advanced Call Features Settings</li> <li><b>9</b> Live Message Screening Settings</li> <li><b>*</b> Exit Menu</li> </ul> | <p><b>5</b> Reminders</p> <p><b>Reminders Menu</b></p> <ul style="list-style-type: none"> <li><b>1</b> Reminders Settings</li> <li><b>2</b> Add New Reminder</li> <li><b>3</b> Recurring Reminders Settings</li> <li><b>4</b> One-Off Reminders Settings</li> </ul> <p><b>6</b> Review Erased Messages</p> <p><b>Select Message Type</b></p> <ul style="list-style-type: none"> <li><b>1</b> Voicemail</li> <li><b>3</b> Faxes</li> </ul> <p style="text-align: center;">↓</p> <p><b>N</b> Erased Messages</p> <p><b>Hear Message</b></p> <ul style="list-style-type: none"> <li><b>1</b> Repeat</li> <li><b>2</b> Restore and Save</li> <li><b>3</b> Permanently Erase</li> <li><b>4</b> Reply</li> <li><b>5</b> Send a Copy</li> <li><b>2 2</b> Next Message Restore as New</li> </ul> | <p><b>7</b> Switch Account</p> <p><b>Enter Phone Number, then #, or * if error</b></p> <p><b>9</b> Future Delivery Queue</p> <p><b>0</b> Help</p> <p><b>Helpful Hints</b></p> <ul style="list-style-type: none"> <li><b>#</b> Next Hint</li> <li><b>*</b> Return to Main Menu</li> <li><b>1</b> Replay from Start of Menu</li> </ul> <p><b>* Exit</b></p> <p><b>Goodbye and Exit TUI</b></p> |
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## Common Keys

|                                       |                                     |                        |                         |
|---------------------------------------|-------------------------------------|------------------------|-------------------------|
| <b>*</b> Recurring Reminders Settings | <b>#</b> One-Off Reminders Settings | <b>0</b> Helpful Hints | <b>8</b> Pause / Resume |
|---------------------------------------|-------------------------------------|------------------------|-------------------------|