Recording Your Personal Greeting

Access your voicemail box.
From the Main Menu, press **3**.
To set up a personal greeting press **1**.
To set up a system generated greeting or to change the recording of your name press **3**.
To change the greeting that callers hear when you're busy press **5**.
If you don't record a personal greeting, a generic greeting will be played.

Revision #1
Created Tue, Mar 3, 2020 1:06 PM by Admin
Updated Tue, Mar 3, 2020 1:07 PM by Admin