

# Voicemail Navigation Map for Home Phone

To access, dial \*98 from your home phone and enter your password followed by #. Away from home dial 519-839-6999.

Review
Voice Mails

### hear messages

- 1 Repeat
- 2 Save/Save as new
- 3 Delete
- 4 Reply
- 5 Send a copy
- **7** Skip back 5 seconds
  - 8 Pause/Resume
- 9 9 Skip forward 5seconds
  - # Leave as new/Leave as saved
- 1 1 Previous message
- 6 Replay message with time stamp
  - Send Messege
    Enter phone or
    Gl number, then #
  - 3 Greetings
    - Personal Greeting
    - System-generated greeting or change recording of your name
    - 5 Greeting when line is busy

Mailbox Settings

### mailbox settings

- Work with group lists
- 2 Hands-free &time saver options
  - Autoplay settings turn autoplay on/off for messages
  - 2. Settings for urgent messages turn autoplay on/off for urgent messages
  - 3. Voice mail preferences
    - Play voice mail headers (message time & date)
    - 2. Play voice mail body (message content)
    - 3. Security Options
- 3 Security Features
  - 1. Change PIN
  - Change fast login feature (to enter phone number when accessing messages from home phone)
  - Skip PIN feature
     (to skip entering PIN when accessing messages from home phone)
- 5 Notification Options
  - 1. Message waiting indicator on/off
  - 5. Phone notification on/off
- 8 Pause/ Resume
- 7 Skip back through prompts
- 8 Pause/resume
- 9 Skip forward through prompts
- \* Cancel input or move up alevel
- # End input or move forward in alist
- 1 Return to previous menu item or message

6 Deleted Messages

### hear messages

- 1 Repeat
- 2 Restore
- 3 Permanently delete
- 4 Reply
- 5 Send acopy
- 7 Back up 5seconds
- 8 Pause/Resume
- 9 Forward 5seconds
- # Next message
- 1 1 Previous message
  - Leave mailbox & log on as another user
  - 0 Help

## helpful hints

- # Next topic
- 1 1 Previous hint
  - Beginning of hints

Need help? We're happy to get you get connected.



Call us

Mon-Fri 8:30am-4:30pm EST



Email us info@gosfieldtel.ca



Live Chat

gosfieldtel.ca Mon-Fri 8:30am-4:30pm EST