



## Availability

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## Create Personal Status Messages

You can create personal status messages to replace the default messages and tell your contacts what you are doing at a glance. Cisco Jabber saves the three most recent personal status messages for each state. You can select your status messages from the drop-down list on the main window.

### Procedure





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- Step 1** Insert your cursor in the status message field on the main window.
  - Step 2** Enter your personal status message.
  - Step 3** Press the **Enter** key on your keyboard.  
Cisco Jabber displays your personal status message.
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## Use Grayscale Status Icons

Grayscale status icons are monochrome and use symbols to show availability status.

The following table shows standard and grayscale status icons:

Standard Status Icon	Grayscale Status Icon	Default Availability State
		Available
		Away

Standard Status Icon	Grayscale Status Icon	Default Availability State
		Do Not Disturb
		Unavailable

To show grayscale status icons, select **View > Show status in grayscale**.



**Note**

In some versions of Cisco Jabber, you select **View > Accessible presence**.

Cisco Jabber displays grayscale status icons.