

Voice Mail on Your Analog Phone

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Check your analog phone for new voice messages

You can access your voice messages directly from your phone. But your administrator must set up your voicemail account and set up your phone to access the voicemail system.

Procedure

Pick up the handset and listen for the dial tone. If you hear a stutter tone, you have new voice messages.

Check your voicemail from your analog phone

When you pick up your handset and hear stutter dial tone, you have new voice messages. Follow these steps to access your voice-messaging system.

Procedure

- **Step 1** Press * then **0**.
- **Step 2** Follow the prompts from your voice-messaging system to listen to and manage your voice messages.