



Messages

Voice messages are stored on your voicemail system. Your company determines the voicemail system your phone uses.

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Personalize voicemail

Procedure

- Step 1** Press the **Feature** button.
 - Step 2** Select Voice Mail.
Use the Navigation pad to scroll.
 - Step 3** Press the **Feature** button.
 - Step 4** Follow the voice prompts.
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Check for voice messages

Check for voice messages in any of these ways:

- Look for a solid red light on your phone light strip.
You can configure the visual message waiting lamp using your User Options web pages.
- Listen for an audible message waiting indicator when you lift the handset.
You can configure the audible message waiting indicator using your User Options web pages.
- [User Options web pages](#)

Listen to voice messages

Procedure

- Step 1** Press the **Feature** button.
 - Step 2** Select Voice Mail.
Use the Navigation pad to scroll.
 - Step 3** Press the **Feature** button.
 - Step 4** Follow the voice prompts.
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