

1. Press Voicemail button (Envelope)
2. Enter your PIN #
  - If you can't remember your PIN or need it reset, please let the techs know at <https://ecsc.fsticket.com/>
1. Press \* to cancel playing messages after it starts playing
2. Press 4 for setup
3. Press 1 to change the message greeting

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1. Hang completely up, start over with the voicemail button
2. Enter your PIN
3. Press \* to cancel playing messages after it starts playing
4. Press 4 for set up
5. Press 3 for preferences
6. Press 2 to change the recorded name