

Octel 100

ENTER YOUR MAILBOX

- Call system phone number
- Press [#]
- Enter your mailbox number
- Enter your password

SEND MESSAGES

- To record [2]
- End recording [#]
- Enter mailbox number
or [#] and spell name
- Send [#]

REVIEW MESSAGES [1]

New including heard/skipped [1]-[1]

Use these keys to control playback:

Rewind	[1]	Slower	[4]
Pause/Restart	[2]	Faster	[6]
Fast forward	[3]	Louder	[9]
Envelope	[5]	Normal	[8]

Use these keys after each message:

Reply	[8]	Erase	[7]
Forward a copy	[6]	Save	[9]
Replay	[4]	Main menu	[*]

CHANGE PERSONAL OPTIONS [4]

Greetings	[1]
Message notification options	[2]-[1]
Group lists	[2]-[6]
Call handling	[3]
Define/edit folder	[4]
Network mailbox forwarding	[5]
Security options	[6]
Date and time voiceback	[7]
Change password	[9]

IF YOU HAVE A FAX MAILBOX

Enter your mailbox and choose one:

- Send fax with voice message from
fax device [2]-Record-Address-[5]
- Print fax sent to your voice
mailbox [1]-[1]-[2]-[*]
- Set/change primary printing
destination [4]-[8]-[1]

POWER KEYS

Cancel	[*]
Move to next step	[#]