

NORTEL CALLPILOT (Voice mail) QUICK REFERENCE

The Hong Kong Institute of
Education

Main Campus

VoiceMail Access Numbers

Internal ____ 8999

External __ 2948 8999

Mailbox number = own extn no.

Default Password= 1000+extn no.
(For first time log-in)

Express Message Numbers

Internal ____ 8989

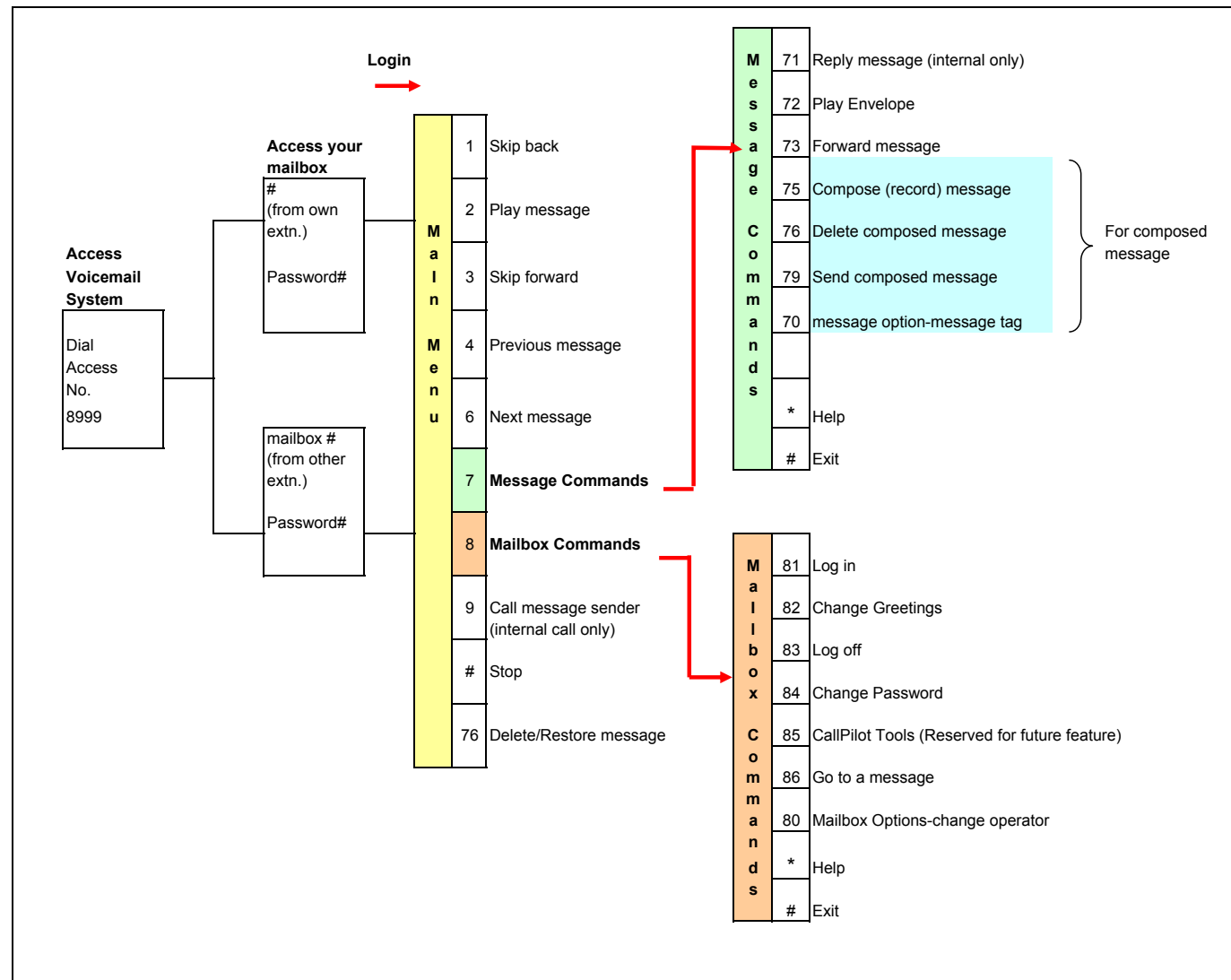
External __ 2948 8989

Access Message in Old Voice Mail system

(After 13 Dec. 08)

Internal ____ 8980

External __ 2948 8980



Access voicemail (First time login)

1. Lift handset, press "Msg/Inbox" key or dial 8999
2. Press # and then enter your password (1000 + mailbox no.) #
3. System prompts you to change the password
4. Enter your new password (8 to 16 digits), then press #.
5. Re-enter your new password, then press #.

Record Your Personal Greeting:

1. Press 82 to enter the Greeting Menu
2. Press 5 to start record , press # to stop
3. Press 76 to erase the Greeting
4. Press 2 to review the Greeting