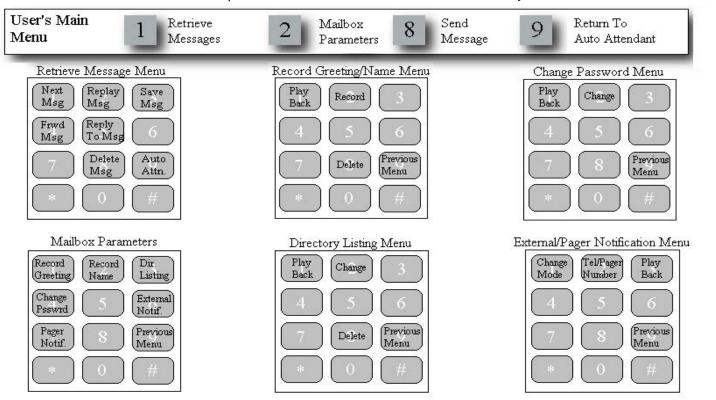
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To Access your mailbox dial **78**___ Then dial your password.

For External Callers dial your main number when the voicemail answers dial 9 followed by your mailbox number and then your password.

NOTE: If any option is not allowed that option has not been enabled for your mailbox. Please see your system administrator for details.



Create Your Best Impression

Here are a few hints to help you and your callers get the most from this voice mail and automated attendant system.

- Record your mailbox greeting.
 Urge the caller to leave a message,
 but offer an alternative choice (i.e.
 "Press <0> for the operator").
- Check your messages frequently. Save or delete your messages as necessary.
- Respond to your messages as soon as possible. A timely response will encourage your callers to communicate with you via messages.
- If you are unable to respond to your messages immediately, tell your callers during your mailbox greeting when they can expect to hear from you.
- Change your mailbox password. Your personal password will maintain your privacy and system security.

Your Authorized Atlas 56 Dealer:

DIRECTORY		
Name		Mailbox N

System 56

Voice Mail & Automated Attendant

Pocket Reference Guide