

AVM jr User Guide

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

For External Callers dial your main number
when AVM JR 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.*

User's Main Menu

1

Retrieve Messages

2

Mailbox Parameters

8

Send Message

9

Return To Auto Attendant

Retrieve Message Menu

Next Msg	Replay Msg	Save Msg
Frwd Msg	Reply To Msg	6
7	Delete Msg	Auto Attn.
*	0	#

Record Greeting/Name Menu

Play Back	Record	3
4	5	6
7	Delete	Previous Menu
*	0	#

Change Password Menu

Play Back	Change	3
4	5	6
7	8	Previous Menu
*	0	#

Mailbox Parameters

Record Greeting	Record Name	Dir. Listing
Change Psswd	5	External Notif.
Pager Notif.	8	Previous Menu
*	0	#

Directory Listing Menu

Play Back	Change	3
4	5	6
7	Delete	Previous Menu
*	0	#

External/Pager Notification Menu

Change Mode	Tel/Pager Number	Play Back
4	5	6
7	8	Previous Menu
*	0	#

Create Your Best Impression With AVM jr

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

1. Record your mailbox greeting.
Urge the caller to leave a message, but offer an alternative choice (i.e. "Press <0> for the operator").
2. Check your messages frequently.
Save or delete your messages as necessary.
3. Respond to your messages as soon as possible. A timely response will encourage your callers to communicate with you via messages.
4. 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.
5. Change your mailbox password.
Your personal password will maintain your privacy and system security.

Your Authorized AVM Dealer:

DIRECTORY

Name	Mailbox No.

AVM jr

Voice Mail & Automated Attendant

***Pocket
Reference
Guide***