



USER OPTIONS

- Change Greeting **4** (GHI)
- Change Name **6** (MNO)
- Change Passcode **7** (PQRS)
- Distribution Lists **5** (JKL)
- Call Schedule Options **2** (ABC)
- Tutorial **8** (TUV)
- Exit to Main Menu **9** (WXYZ)
- Fax Delivery Options **3** (DEF)

For more information about these options, see the NuPoint UM User Guide available at Mitel OnLine. (See "End User Documents".)

MAIN MENU

- | | | | |
|-----------------|----------------|-----------------|-----------------------|
| 1 | 2 (ABC) | 3 (DEF) | |
| 4 (GHI) | 5 (JKL) | 6 (MNO) | |
| 7 (PQRS) | 8 (TUV) | 9 (WXYZ) | Exit |
| * | 0 | # | Transfer to Extension |

PLAY E-MAIL MESSAGE

- Play **7** (PQRS)
- Keep **5** (JKL)
- Delete **3** (DEF)
- Exit to Main Menu **9** (WXYZ)

MESSAGE ADDRESSING OPTIONS

- Confidential **2** (ABC)
- Receipt request **7** (PQRS)
- Urgent **8** (TUV)
- Future delivery **3** (DEF)
- Exit options **9** (WXYZ)

PLAY VOICE MESSAGE

- Play **7** (PQRS)
- Answer **2** (ABC)
- Give **4** (GHI)
- Keep **5** (JKL)
- Make **6** (MNO)
- Discard **3** (DEF)

ANSWER OPTIONS

- 8** (TUV) *Voice Mail Answer
- 3** (DEF) *Dial-back and delete message
- 5** (JKL) *Dial-back and keep message

*Answer and Dial-back options must be enabled.

MAKE MESSAGE

- Review **7** (PQRS)
- Discard **3** (DEF)
- Append **2** (ABC)
- Exit to Main Menu **9** (WXYZ)
- Message Addressing Options **6** (MNO)

FAX DELIVERY

- Retrieve Unplayed Fax Messages **7** (PQRS)
- Personal Fax Telephone Number **6** (MNO)
- Fax Cover Page Options **2** (ABC)
- Enable/Disable Auto Fax Delivery **3** (DEF)
- Exit Options Menu **9** (WXYZ)

CALL DIRECTOR ADMINISTRATION

- Enable/Disable Override **3** (DEF)
- Record Greetings Message **7** (PQRS)