

RESETTING VOICEMAIL PASSWORD

1. FEATURE 983
2. LOG: 120000 2 digit ext numbers
1020000 3 digit ext numbers
10020000 4 digit ext numbers
**NOTE: if these passwords don't work try replacing the 4 zeros with 266266. If that does not work try LOG: 738662 (setnna) with
PASSWORD: 266344 (config)
3. Press "MBOX" option
4. Press "CHANGE"
5. Enter in the mailbox number that you are wishing to reset. This usually matches the extension number, EXCEPT in the case of a reception phone. If you're wanting to reset the general mailbox, and the phone is extension 221, you will need to change mailbox 100.
6. Press "RESET"
7. Screen may say, "RESET PSWD?" Press "OK"
8. Press NEXT
9. Press the release button to exit out of the system

PASSWORD IS NOW '0000' – after entering FEATURE 981 to access mailbox, and entering in the password of '0000' it will prompt you to select another password**

*****VERY IMPORTANT*****

WHEN ENTERING YOUR NEW PASSWORD YOU NEED TO ENSURE THAT IT IS A SECURE PASSWORD.

A SECURE PASSWORD IS NOT CONSECUTIVE OR SAME NUMBERS