MTS Wireless Voicemail Service

Access Voicemail

If calling from your cell phone, press	*99
OR	
If calling from another phone, dial your **cell phone number**, then listen for your greeting. Interrupt your greeting by pressing	9
Listen to introduction	
Enter your password	

Unheard Messages?

- Yes → Message Retrieval
- No → Main Menu

Message Retrieval

To check **Unheard** messages, press	1-1

Main Menu

To **Review** a message, press	1
To **Send** a message, press	2
To change **Personal Options**, press	4
To **Restart**, press	5
To **Disconnect**, press	*

Reviewing Messages

To **Rewind** a message, press	1
To **Pause** a message, press	2
To **Fast Forward** a message, press	3
For **Slow Playback**, press	4
For **Envelope Information**, press	5
To **Speed up Playback,** press	6
To **Return Volume** to normal, press	8
To **Increase Volume**, press	9
To **Skip** message, press	#
To **Cancel** message review, press	*

After Reviewing

To **Erase** the message, press	7
To **Reply** to the message, press	8
To **Save** the message, press	9
To hear **More Options**, press	0

More Options

To **Replay** a message, press	4
For **Envelope Information**, press	5
To **Send a Copy** to someone else with your comments, press	6
To **Cancel** message review, press	*

Note: these options can be invoked immediately after reviewing messages.

To Send a Message

Record message after the tone	
When finished recording, press	#
Enter the **Destination Mailbox** number, then press	#
To **Send** message now, press	#
To hear more **Delivery Options**, press	0
To **Cancel** this destination, press	*

Delivery Options

To mark **Private**, press	1
To specify **Urgent Delivery**, press	2
To request **Confirmation**, press	3
To request **Future Delivery**, press	4
To mark **Anonymous**, press	5
To **Cancel** this destination, press	*

Personal Options

To turn **Notification** on or off, press	1
To change **Administrative Options**, press	2
For **Greetings** or **Recorded Name**, press	3
To establish or change **Notification Schedules**, press	4
To **Exit**, press	*

Notification

To turn **Outcall Notification On**, press	1
To turn **Outcall Notification Off**, press	2
To turn **Message Waiting Indicator On**, press	3
To turn **Message Waiting Indicator Off**, press	4
To **Exit**, press	*

Administrative Options

For **Password** options, press	1
To establish or change **Group Distribution Lists**, press	2
To change **Prompt Level**, press	3
To control **Date and Time** option, press	4
To turn **Autoplay** on or off, press	6
To **Exit**, press	*

Greetings

To change **Personal Greeting**, press	1
To record an **Extended Absence Greeting**, press	2
To change your **Recorded Name**, press	3
To **Exit**, press	*

Restart

Welcome to the MTS Wireless Voice Messaging Service. Please dial the area code and 7-digit number of the person you are calling. If you have a mailbox on this service and would like to access it, please press #

Notification Schedule

To establish **First Schedule**, press	1
To establish **Secondary Schedule**, press	2
To establish **Temporary Schedule**, press	3
To **Exit**, press	*

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2249/June 2010