

Telesystem UC-One Hosted VoIP Voicemail User Guide

Home » Telesystem » Telesystem UC-One Hosted VoIP Voicemail User Guide

Contents

- 1 Telesystem UC-One Hosted VoIP Voicemail
- **2 Product Information**
- **3 Product Usage Instructions**
- 4 FAQ
- **5 INTRODUCTION**
- **6 Usage Instructions**
- 7 Other notes about voicemail
- 8 Documents / Resources
 - 8.1 References
- 9 Related Posts



Telesystem UC-One Hosted VoIP Voicemail



Product Information

Specifications

Product: Voicemail SystemManufacturer: Telesystem

• Access Methods: VoIP desk phone, external phone, UC-One desktop and mobile applications, UC with Webex desktop and mobile applications

• Contact: 888.808.6111 | www.telesystem.us

Product Usage Instructions

Accessing Voicemail

- From your Telesystem VoIP desk phone: Instructions here...
- From an external phone: Instructions here...
- From your Telesystem UC-One desktop application: Instructions here...
- From your Telesystem UC-One mobile application: Instructions here...
- From your Telesystem UC with Webex desktop application: Instructions here...
- From your Telesystem UC with Webex mobile application: Instructions here...

Important Notes

Ensure you have your voicemail PIN (password) ready for access. Contact your system administrator or Telesystem for a PIN reset.

FAQ

Q: What should I do if I forget my voicemail PIN?

A: Contact your system administrator or Telesystem to reset your voicemail PIN.

Q: How can I get more information about my account?

A: For account-related queries, please consult your system administrator or contact Telesystem at 888.808.6111 or visit www.telesystem.us.

INTRODUCTION

- The setup and maintenance of your voicemail box is an important part of your phone system.
- You can access voicemail at the office, at home, or on the road as explained below.
- Be sure you have your voicemail PIN (password) on hand, as this is required for access.
- If you do not know your voicemail PIN, contact your system administrator or Telesystem to change it.

Usage Instructions

From your Telesystem VoIP desk phone

- Use the Message key on your device to access the voicemail system. If applicable, follow the screen prompts to choose a specific line before connecting to its voicemail box.
- When prompted, enter your PIN then follow the prompts to manage your voicemail.

From an external phone

- Call <u>567-661-0003</u>
- Enter your mailbox number followed by #
- When prompted, enter your PIN then follow the prompts to manage your voicemail.

From your Telesystem UC-One desktop application

- · Select the Dialpad
- Input your extension or phone number in the Start New call field then call it from the phone or app
- When prompted, enter your PIN then follow the prompts to manage your voicemail.

From your Telesystem UC-One mobile application

- Tap Menu
- Tap^{oo} Voicemail
- Tap More
- Tan Call Voicemail
- When prompted, enter your PIN then follow the prompts to manage your voicemail.

From your Telesystem UC with Webex desktop application

Select the voicemail section



- Select the call voicemail button near the top middle of the screen to initiate the voicemail call
- When prompted, enter your PIN then follow the prompts to manage your voicemail.

From your Telesystem UC with Webex mobile application



• In the Calling tab, tap Dia



- Tap Call Voicemail
- When prompted, enter your PIN then follow the prompts to manage your voicemail.

Other notes about voicemail

- Voicemail passwords must be 4-8 digits long.
- Voicemails will automatically be deleted after 30 days unless they are archived.
- By default, voicemail notifications will be sent to your phone (desk or UC). If you would like to have voicemails sent to your email, please contact Telesystem.
- The feature availability of voicemail and the UC application depends on the features deployed on your account. For questions about your account, please talk with your system administrator.
- 888.808.6111 <u>www.telesystem.us</u>

Documents / Resources



Telesystem UC-One Hosted VoIP Voicemail [pdf] User Guide

UC-One Hosted VoIP Voicemail, UC-One Hosted VoIP Voicemail, Hosted VoIP Voicemail, VoIP Voicemail, Voicemail

References

User Manual

Manuals+, Privacy Policy

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