



MITEL

| 3000

Voice Messaging

Press

To access your Voice Mail box/
System Voice Mail box

*

Enter Your Extension Number
or enter the System Voice Mail box

XX
0

Enter Your Password and press

#

To start playing your message

1

For your personal greetings

9

To change your password

0

For more information

2

When logged into your voice mail

Press

For your personal greetings	9
To select your primary greeting	1
To select your alternate greeting	2
To exit	0
To Record your greeting	1
To Check your greeting	2
To Delete your greeting	3

When replaying messages:

For more information	1
For pausing the message	#
Go to next message	2
Erase and go to next	3
Start of message	4
Previous message	5
Save message	6
Go back 10 Secs.	7
Go forward 10 Secs.	8
Forward the message	9
Return the call	0