



VOICE MAIL ON THE WEB

NEW FEATURES SAME GREAT PRICE

SEE DETAILS INSIDE

ONLINE USERS MANUAL

CHECKING YOUR MESSAGES VIA TELEPHONE

- To access the voice messaging system, dial your phone number, then press * and follow prompts.
- To listen, delete and save messages, press the following key:

- | | |
|--|--|
| 1 Replay current message. | 7 Delete current message. |
| 2 Skip current message. | 9 Email message.* |
| 4 Skip back 5 seconds while playing message. | * Exit. |
| 5 Skip ahead 5 seconds while playing message. | * User must have email address defined for this command to work. |

CHANGING YOUR SETTINGS VIA INTERNET

- After logging into Internet site, go to the "settings" tab off the main screen.
- From here, you can change the following options on your email account:

Welcome, John Smith **1**

Name:

First Name: **2**

Last Name: **2**

Email Options:

Voicemail Forwarding - Email with Voicemail attachment

Email address: **3**

Voicemail Notification - Notify Email without attachment

Email address: **4**

Notification Message Format: **5**

Include:

<input checked="" type="checkbox"/> Caller ID Name	<input checked="" type="checkbox"/> Time of Message
<input type="checkbox"/> Caller ID Number	<input checked="" type="checkbox"/> Date of Message
<input type="checkbox"/> Length of Message	<input type="checkbox"/> Your Mailbox Number

- Displays your name
- Adjusts the name on your account and how it appears on your screen.
- Check the box and enter the email address where you want new voice messages sent. The email will have an attachment of the voice mail.
- Check the box and enter the email address where you want notification of new voice messages sent. (Messages will NOT be attached.)
- Check the box for the information you want displayed on your message notifications.

1-800-457-5351 www.vista3media.com

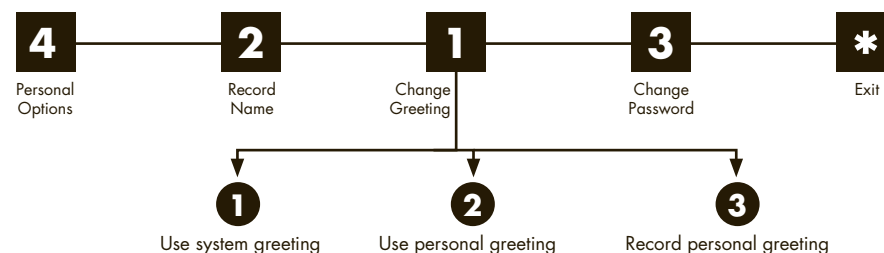
VISTA DIGITAL VOICE TELEPHONE VOICE MESSAGE REFERENCE GUIDE

To log onto the voice messaging system via the Internet, go to:

<http://www.vistavoicemail.com>

SETTING UP YOUR MAILBOX VIA TELEPHONE

- Call your phone number
- Press *
- Enter passcode (last 4 digits of phone number)
- Change your passcode
- Press 1 to change personal greeting.
- Press 3 to record personal greeting
- Press 1 if you are satisfied with the greeting
- Press * to exit



CHECKING YOUR MESSAGES VIA INTERNET

Click the messages button on your main screen to access voice messages. From the Messages Screen shown below, you will be able to review, play and delete messages online. To change voice mail settings, see the instructions on the adjacent page.

Old Messages: 0 New Messages: 2
Voicemail Capacity: 0 out of 60 minutes used (0%).

Delete	New	Call From	Received	Length
<input type="checkbox"/>	<input type="checkbox"/>	VISTA III MEDIA (6627288111)	Tuesday, April 10, 2007 at 9:47:40 AM	9 seconds
<input checked="" type="checkbox"/>	<input type="checkbox"/>	VISTA III MEDIA (6627288111)	Tuesday, April 10, 2007 at 9:46:00 AM	12 seconds

- Deletes current message.
- Click speaker image to play message.
- Red exclamation point indicates new message.
- Shows the telephone number of the person who left message.
- Shows the day, date, and time of message.
- Shows the length of time your message lasts.