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Updating Your Voicemail and Self-Identification Greetings

Name Recording (Self Identification Message)

1. Call into voicemail then enter PIN.
2. Press 9 for Options.
3. Press 5 to change Self Identification Message
4. Press 0 to record a new self-id message.
5. Record first and last name only.
6. Press 0 to save.

Voicemail Greeting

1. Call into voicemail then enter PIN.
2. Press 9 for Options
3. Press 8 to change your voicemail greeting message.
4. Record voicemail greeting message
5. Press 0 to save voicemail greeting message