

## Voicemail Retriever Call Flow

### Prioritize Plus User Manual

Prioritize Plus user in CITINET/DEL line type with voicemail service, you can listen your voicemail message by dialing \*90 at your office phone; or you can call from any phone at 2888 3838 for English and 2888 3888 for Cantonese to connect to Voicemail System.

Access by \*90

- Enter your Voicemail password (four digits)

Or, Access by Remote Access Number (2888 3838 or 2888 3888)

- Enter your Telephone number
- Enter your Voicemail password (four digits)
- Press '1' to listen to your new message(s) [Messages are played in chronological order]
  - \* Press '1' to play the message again
  - \* Press '2' to play the next message
  - \* Press '3' to delete the message
  - \* Press '9' to return to the Main Menu
  - \* Press '#' to quit the system
- Press '2' to listen to your saved message(s) [Messages are played in chronological order]
  - \* Press '1' to play the message again
  - \* Press '2' to play the next message
  - \* Press '3' to delete the message
  - \* Press '9' to return to the Main Menu
  - \* Press '#' to quit the system
- Press '9' to change your profile and mailbox settings
  - \* Press '1' to change your mailbox settings
    - + Press '1' to record your personal greeting
      - Press '1' to record your personal greeting
      - Press '2' to record and use "Special" greeting
        - ◆ Press '1' to start recording. When you finish recording. Press '#'
          - Press '1' to save your greeting
          - Press '2' to record again
    - + Press '2' to delete your personal greeting
      - Press '1' to delete your personal greeting
        - ◆ Press '4' to confirm the Delete action
        - ◆ Press '9' to cancel the Delete action
      - Press '2' to cancel and delete "Special" greeting
        - ◆ Press '4' to confirm the Delete action
        - ◆ Press '9' to cancel the Delete action
    - + Press '3' to change your password
      - Please enter your new 4-digit Password
      - For confirmation, please enter the new password again
    - + Press '4' to change your mailbox language
      - Press '1' for Cantonese
      - Press '2' for English
    - + Press '5' to change Date / Time Stamp Function
      - Press '1' to turn on Date & Time Stamp announcement
      - Press '4' to turn on Date & Time Stamp announcement
    - + Press '9' to return to the Main Menu
    - + Press '#' to quit the system