

## Change Settings on Easy Attendant.

- 1) Dial \*98 on your phone and once announcement starts press the star key. If you have fast login enabled where you are logged in directly to your voicemail box you can push 7 to log out and log on as another subscriber.
- 2) Then enter the pilot number (main number) and press #. (208-XXX-XXXX)
- 3) Then enter the pin number followed by the # Key.
- 4) Then press 1 to change your Easy Attendant configuration.
- 5) If you wish to turn the Auto Attendant on or off press 1.
- 6) If you wish to record your Easy Attendant Announcement press 2.
- 7) Press # to edit the Initial Greeting and follow voice prompts.

