



## *Voice Quick Start Guide*

Voice offers a wide variety of convenient calling features. These timesaving features can make your phone service easy to use and more flexible than ever.

This quick and easy to use guide provides instruction on how to use your optional calling features from Voice. If you need additional instruction on how to use your optional calling features, refer to our Voice Feature Guide.



## Voice Mail (VM)

### Initial Set up

The first time you access the VM system it will walk you through:

- 1) Changing your VM PIN,
- 2) Recording your Greeting, and
- 3) Recording your name.

Dial \*15 from your iGo Technology, Inc. voice line to access the VM system. When asked, enter the PIN and follow the directions.

After creating your VM account you can access it at any time by dialing \*15 from your iGo Technology, Inc. voice line.

## Use After Set up

### Change VM PIN

1. From the Main Menu, select 4 for 'Change Your Settings'
2. Select 3 for 'Security'
3. Select 1 for 'Change PIN'
4. Enter a new 6-digit PIN and press #
5. Re-enter the 6-digit PIN and press #

### How do I know when I have a new VM?

You will hear a stutter dial tone. Phones with a "Message Waiting" indicator light will flash.

### How do I listen to a VM after I dial into the VM system?

Select option 1 from the Main Menu

### Listening Options

- |          |   |
|----------|---|
| Save:    | 2 |
| Delete:  | 3 |
| Restart: | 7 |
| Pause:   | 8 |

## Change Call Feature PIN

1. Dial \*319
2. Enter default PIN or current PIN if already changed
3. Enter new 4-digit PIN

## Call Waiting

While on a call, a beep will indicate you have an incoming call. Press the switch hook or flash button to answer it. You can alternate between calls using the switch hook or flash button.

You can disable Call Waiting for the duration of an outbound call by dialing \*70 before dialing the outbound number.

## Call Forwarding

### All Calls

Enable: \*72

Disable \*73

### No Answer

Enable: \*92

Disable \*93

### Busy Call

Enable: \*90

Disable \*91

### Remote Call Forwarding

1. Dial (iGo Technology, Inc. provided number)
2. Enter your 10-digit phone number
3. Enter your Call Feature PIN (different than VM PIN)
4. Dial \*72 and the number you wish to forward to

## Do Not Disturb

Enable: \*78 Disable:  
\*79

## Automatic Recall

\*69

## Call Trace

\*57

## Call Rejection Anonymous

Enable: \*77  
Disable: \*87

## Call Rejection Selective

\*60



*Page intentionally left blank*

