



## **Setting Up or Changing Greeting**

### **Step 1 Call In:**

1. Dial Your UNiCALL Number \_\_\_\_\_
2. While Greeting plays, press \* Star

### **Step 2 Log In:**

Enter your **PASSWORD** \_\_\_\_\_ followed by \* Star

**Step 3: Press (6)** TO MODIFY SYSTEM OPTIONS

**Step 4: Press (7)** TO MODIFY PASSWORD, OUT GOING GREETINGS, & VOICE SIGNATURE

**Step 5: Press (6)** TO CHANGE YOUR OUTGOING GREETING

**Step 6: Press (1)** FOR GREETING NUMBER

SYSTEM WILL PLAY THE CURRENT OUTGOING GREETING (If Changing Greeting) or "Welcome to your new UNiCALL Account" (If Setting Up Greeting)

**Step 7: Press (7)** TO RECORD

**Press ( \* )** When Finished Recording

System will play back your recorded Voice Signature and ask if you want to  
**Keep Press (5)** or **Record Press (7)**

REPEAT STEP 7 UNTIL YOU ARE SATISFIED