



INDEX

A

- accessing Cisco Unity Assistant web tool [1](#)
- adding
 - alternate devices [9](#)
 - alternate names for private lists [58](#)
 - alternate names for yourself [8](#)
 - alternate spellings of your name [7](#)
 - personal contacts [52](#)
- addressing preference, changing [18](#)
- advanced settings, changing for alternate devices [9](#)
- alternate devices
 - adding [9](#)
 - advanced settings, changing [9](#)
- alternate extensions. *See* alternate devices
- alternate greeting, about [35](#)
- alternate names
 - adding different spellings of your name [7](#)
 - adding for your private lists [58](#)
 - adding for yourself [8](#)
- alternate spellings of your name, adding [7](#)
- alternate transfer rule (basic) [30](#)

B

- busy greeting [36](#)

C

- callers, options for leaving messages [32](#)
- call holding preferences, changing [31](#)

- calls, about indirect and direct [29](#)
- call screening
 - options [32](#)
 - preferences, changing [32](#)
- call transfer
 - alternate rule (basic) [30](#)
 - changing call holding preferences [31, 32](#)
 - closed rule (basic) [30](#)
 - preferences, changing [30](#)
 - rules, about [29](#)
 - standard rule (basic) [29](#)
- cascading message notification [48](#)
- chaining message notification [48](#)
- changing
 - advanced settings for alternate devices [9](#)
 - alternate names for private lists [58](#)
 - caller message preferences [32](#)
 - call holding preferences [31](#)
 - call screening preferences [32](#)
 - call transfer preferences [30](#)
 - Cisco PCA password [12](#)
 - confirmation of message deletions [26](#)
 - directory listing status [10](#)
 - external service account passwords [13](#)
 - how Connection handles messages for hangups and disconnections [26](#)
 - information for personal contacts [53](#)
 - members of private lists [59](#)
 - message addressing and sending preferences [18](#)
 - message information that Connection plays [25](#)
 - message playback order [23](#)
 - notification devices [39](#)
 - phone input style [17](#)

- phone password [12](#)
- playback device [4](#)
- private list names [58](#)
- recorded name [8](#)
- recording device [4](#)
- source of greetings [37](#)
- time format for message time stamps [17](#)
- what Connection plays at logon [18](#)

checking messages, what you hear [21](#)

Cisco PCA

- about [1](#)
- password, changing [12](#)
- password, securing [11](#)

Cisco Personal Communications Assistant. *See* Cisco PCA

Cisco Unity Assistant web tool

- about [1](#)
- accessing [1](#)

closed greeting [36](#)

closed transfer rule (basic) [30](#)

confirmation, changing for message deletions [26](#)

conversation

- language, changing [15](#)
- menu style, changing [16](#)
- message time stamps, changing time format [17](#)
- preferences, about [15](#)
- speed, changing [16](#)
- volume, changing [16](#)

creating private lists [57](#)

D

deleting

- personal contacts [54](#)
- private lists [60](#)

direct calls, about [29](#)

directory

- changing listing status [10](#)
- using alternate names for yourself [8](#)

disabling greetings [37](#)

E

e-mail notification devices, setting up [39](#)

enabling greetings [37](#)

Exchange contacts, importing into personal contacts [54](#)

external service account passwords

- changing [13](#)
- securing [11](#)

F

feedback, giving about Connection [1](#)

G

giving feedback about Connection [1](#)

greetings

- about [35](#)
- alternate [35](#)
- busy [36](#)
- changing source of [37](#)
- closed [36](#)
- disabling [37](#)
- enabling [37](#)
- holiday [36](#)
- internal [36](#)
- managing in multiple languages, about [35](#)
- overriding [35](#)
- recording [37](#)
- sources of [37](#)
- standard [36](#)
- system [37](#)

H

holiday greeting [36](#)

home phone, using as an alternate device [9](#)

-
- I**
- importing Exchange contacts into personal contacts [54](#)
 - indirect calls, about [29](#)
 - input style, changing phone [17](#)
 - internal greeting [36](#)
-
- K**
- keyboard shortcuts, Media Master [5](#)
-
- L**
- languages, changing conversation [15](#)
 - logon, changing what Connection plays at [18](#)
-
- M**
- Media Master
 - about [3](#)
 - changing playback and recording devices [4](#)
 - illustration [3](#)
 - keyboard shortcuts [5](#)
 - using sound files in recordings [4](#)
 - menu style, changing conversation [16](#)
 - message notification. *See* notification
 - message number (message property) [25](#)
 - message playback preferences, about [21](#)
 - message properties
 - about [24](#)
 - message number [25](#)
 - message type [25](#)
 - sender information [25](#)
 - time message was sent [25](#)
 - messages
 - addressing preference, changing [18](#)
 - changing confirmation for deleting [26](#)
 - changing count totals played at logon [18](#)
 - changing information that Connection plays about [25](#)
 - changing playback order [23](#)
 - changing playback speed [22](#)
 - changing playback volume [22](#)
 - options for callers [32](#)
 - sending preference, changing [18](#)
 - what you hear when checking [21](#)
 - message type (message property) [25](#)
 - mobile phone, using as an alternate device [9](#)
-
- N**
- name. *See* recorded name *or* alternate names
 - nickname. *See* alternate names
 - notification
 - about [39](#)
 - cascading [48](#)
 - chaining [48](#)
 - setting up devices [39](#)
 - SMS text message [48](#)
-
- P**
- pager
 - notification devices, setting up [39](#)
 - using as an alternate device [9](#)
 - passwords
 - about [11](#)
 - Cisco PCA, changing [12](#)
 - external service account, changing [13](#)
 - phone, changing [12](#)
 - securing [11](#)
 - personal contacts
 - about [51](#)
 - adding entries to [52](#)
 - advantages of adding Connection users [51](#)
 - changing information for [53](#)

- deleting [54](#)
- importing Exchange contacts [54](#)
- personal preferences, about [7](#)
- phone input style, changing [17](#)
- phone notification devices, setting up [39](#)
- phone password
 - changing [12](#)
 - securing [11](#)
- playback
 - device, changing [4](#)
 - speed, changing [22](#)
 - volume, changing [22](#)
- private lists
 - about [57](#)
 - adding alternate names for [58](#)
 - adding remote contacts [59](#)
 - changing members [59](#)
 - changing names of [58](#)
 - creating [57](#)
 - deleting [60](#)

R

- recorded name
 - changing [8](#)
 - changing what plays at logon [18](#)
- recording
 - device, changing [4](#)
 - greetings [37](#)
- recordings, using sound files in [4](#)
- remote contacts, adding to private lists [59](#)

S

- sender information (message property) [25](#)
- sending preference, changing [18](#)
- setting up notification devices [39](#)
- shortcuts, keyboard for Media Master [5](#)

SMS

- notification devices, setting up [39](#)
- text message notifications [48](#)
- SMTP notification devices, setting up [39](#)
- sound files, using in recordings [4](#)
- sources of greetings [37](#)
- speed
 - changing conversation [16](#)
 - changing for message playback [22](#)
- standard greeting [36](#)
- standard transfer rule (basic) [29](#)
- system greeting [37](#)

T

- time format, changing for message time stamps [17](#)
- time stamp (message property) [25](#)

V

volume

- changing conversation [16](#)
- changing for message playback [22](#)

