



Managing Message Notification

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About Message Notification

Cisco Unity Connection can call a phone or pager to notify you of new messages.

You can turn notification on and off, and change notification phone numbers for your home phone, work phone, mobile phone, and a pager.



Note

If you are using the Cisco Unity Assistant web tool, you have more options and more notification devices available there. Refer to Help in the Cisco Unity Assistant.

Turning Notification to Devices On or Off

You can turn notification on and off for your home phone, work phone, mobile phone, and a pager. Turning a notification device off does not delete its settings.

This section contains two procedures. Do the applicable procedure, depending on whether you are using the phone keypad or voice commands.

To Turn Notification to a Device On or Off by Using the Phone Keypad

- Step 1** Call and log on to Connection.
- Step 2** At the Main menu, choose the options **Setup Options > Message Settings > Message Notification**.
- Step 3** After Connection announces your notification status, follow the prompts to turn notification on or off for a pager, home phone, work phone, or mobile phone.
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To Turn Notification to a Device On or Off by Using Voice Commands

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- Step 1** Call and log on to Connection.
 - Step 2** When Connection asks, “What do you want to do,” say:
“Setup Options.” (Connection temporarily switches to the phone keypad.)
 - Step 3** On the phone keypad, choose the options **Message Settings > Message Notification**.
 - Step 4** After Connection announces your notification status, follow the prompts to turn notification on or off for a pager, home phone, work phone, or mobile phone.



Tip To switch back to using voice commands, keep pressing * until you hear the “Voice Command Conversation” prompt.

Changing Notification Phone Numbers

You can change the notification number for your home phone, work phone, mobile phone, and a pager. For phone numbers inside your organization, enter an extension. For external phone numbers, begin with any access code needed to make an external call (for example, 9). For long-distance numbers, include the applicable dialing codes (for example, 1 and the area code). Use the # key to add 1-second pauses, as necessary.

This section contains two procedures. Do the applicable procedure, depending on whether you are using the phone keypad or voice commands.

To Change a Notification Phone Number by Using the Phone Keypad

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- Step 1** Call and log on to Connection.
 - Step 2** At the Main menu, choose the options **Setup Options > Message Settings > Message Notification**.
 - Step 3** After Connection announces your notification status, follow the prompts to change the notification number for a pager, home phone, work phone, or mobile phone.
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To Change a Notification Phone Number by Using Voice Commands

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- Step 1** Call and log on to Connection.
 - Step 2** When Connection asks, “What do you want to do,” say:
“Setup Options.” (Connection temporarily switches to the phone keypad.)
 - Step 3** On the phone keypad, choose the options **Message Settings > Message Notification**.

- Step 4** After Connection announces your notification status, follow the prompts to change the notification number for a pager, home phone, work phone, or mobile phone.

**Tip**

To switch back to using voice commands, keep pressing * until you hear the “Voice Command Conversation” prompt.

