



INDEX

A

- accessing Connection [5](#)
- adding
 - members to private lists [50](#)
 - names to addressing priority list [53](#)
 - remote contacts to private lists [50](#)
- addressing priority list
 - about [53](#)
 - changing [53](#)
- alternate contact numbers
 - about [65](#)
 - changing [65](#)
- alternate greeting
 - about [38](#)
 - turning on or off [39](#)
- alternate keypad mappings
 - N phone menus and shortcuts [93](#)
 - S phone menus and shortcuts [97](#)
 - X phone menus and shortcuts [95](#)
- alternate transfer rule, about [61](#)
- appointments
 - listing upcoming [29](#)
 - managing, about [29](#)
- attachments, effect on mailbox size [82](#)

B

- broadcast messages [79](#)
- busy greeting, about [38](#)

C

- calendar
 - listing upcoming meetings [29](#)
 - managing meetings, about [29](#)
- calling Connection [5](#)
- calls
 - canceling forwarding of all to Connection [73](#)
 - direct, about [61](#)
 - forwarding all to Connection [73](#)
 - indirect, about [61](#)
 - placing by using voice commands [27](#)
- call transfer rules
 - about [61](#)
 - alternate, about [61](#)
 - changing settings for [62](#)
 - closed, about [62](#)
 - standard, about [61](#)
- canceling forwarding of all calls to Connection [73](#)
- changing
 - addressing priority list [53](#)
 - alternate contact numbers [65](#)
 - conversation menu style [59](#)
 - directory listing status [57](#)
 - fax delivery phone number [34](#)
 - greeting recordings [40](#)
 - notification phone numbers [46](#)
 - phone password [55](#)
 - playback speed for conversation [78](#)
 - playback speed for individual messages [76](#)
 - playback volume for conversation [77](#)
 - playback volume for individual messages [75](#)
 - private list members [50](#)

recorded name [56](#)
 recorded names of private lists [52](#)
 settings for call transfer rules [62](#)
 source of greetings [40](#)

checking

deleted messages [22](#)
 messages [8](#)

classic conversation, phone menus and shortcuts [87](#)

closed greeting, about [37](#)

closed transfer rule, about [62](#)

conversation

about [3](#)
 changing playback volume for [77](#)
 menu style, changing [59](#)
 playback speed, changing [78](#)
 using phone keypad [3](#)
 using voice commands [4](#)

creating private lists [49](#)

current greeting, rerecording [39](#)

D

deleted messages

about [21](#)
 checking [22](#)
 deleting permanently [21](#)

deleting

members from private lists [50](#)
 messages permanently [21](#)
 private lists [52](#)

direct calls, about [61](#)

directory, changing listing status in [57](#)

disabling

individual personal call transfer rule sets [69](#)
 Transfer All rule set [71](#)
 use of personal call transfer rule sets [68](#)
 use of personal call transfer rule sets by basic call transfer rules [67](#)

dispatch messages, managing [25](#)

distribution lists, managing dispatch messages to [25](#)

E

enabling

individual personal call transfer rule sets [69](#)
 Transfer All rule set [71](#)
 use of personal call transfer rule sets [68](#)
 use of personal call transfer rule sets by basic transfer rules [67](#)

enrolling as a user [1](#)

F

faxes

changing delivery phone number [34](#)
 listing [33](#)
 managing, about [33](#)

finding messages

about [15](#)
 Go to Message option [18](#)
 Message Locator option [15](#)
 Phone View option [16](#)

first-time enrollment [1](#)

forwarded messages, effect on mailbox size [82](#)

forwarding

all calls to Connection [73](#)
 messages [12](#)

full mailbox

notifications of [81](#)
 reasons for [81](#)

G

Go to Message option [18](#)

greetings

about [37](#)
 alternate [38](#)
 alternate, turning on or off [39](#)

- busy [38](#)
- changing source of [40](#)
- closed [37](#)
- holiday [38](#)
- internal [38](#)
- managing in multiple languages [37](#)
- playing all [41](#)
- recording [40](#)
- recording in languages other than default [42](#)
- rerecording current [39](#)
- sources of [40](#)
- standard [37](#)
- system, about [40](#)
- turning on or off [40](#)

H

- holiday greeting, about [38](#)

I

- indirect calls, about [61](#)
- input style, about [3](#)
- internal greeting, about [38](#)

L

- languages
 - managing greetings in multiple [37](#)
 - recording greetings in additional [42](#)
- listing
 - faxes [33](#)
 - upcoming meetings [29](#)

M

- mailbox
 - notifications of full [81](#)

- reasons for filling up [81](#)
 - size, about [81](#)
- managing
 - dispatch messages [25](#)
 - faxes, about [33](#)
 - meetings, about [29](#)
 - receipts [13](#)
- meetings
 - listing upcoming [29](#)
 - managing, about [29](#)
 - starting immediate in Cisco Unified MeetingPlace or Cisco Unified MeetingPlace Express [30](#)
- menu style, changing [59](#)
- Message Locator option [15](#)
- message notification. *See* notification
- message retention policy, effect on mailbox size [81](#)
- messages
 - about deleted [21](#)
 - broadcast [79](#)
 - changing playback speed for individual [76](#)
 - changing playback volume for individual [75](#)
 - checking [8](#)
 - checking deleted [22](#)
 - deleting permanently [21](#)
 - finding with Go to Message option [18](#)
 - finding with Message Locator option [15](#)
 - finding with Phone View option [16](#)
 - forwarding [12](#)
 - managing dispatch [25](#)
 - replying to [10](#)

N

- name. *See* recorded name *or* alternate names
- NDR. *See* nondelivery receipts
- nondelivery receipts
 - about [13](#)
 - effect on mailbox size [82](#)
 - managing [14](#)

notification

- about [45](#)
- changing phone numbers [46](#)
- of broadcast messages [79](#)
- turning on or off [45](#)

O

Optional Conversation 1, phone menus and shortcuts [90](#)

P

personal call transfer rule sets

- about [67](#)
- enabling and disabling individual [69](#)
- enabling and disabling use of [68](#)
- enabling and disabling use of by basic transfer rules [67](#)

personal settings

- about [55](#)
- directory listing status, changing [57](#)
- phone password, changing [55](#)
- recorded name, changing [56](#)

phone keypad, using [3](#)

phone menus

- alternate keypad mapping N [93](#)
- alternate keypad mapping S [97](#)
- alternate keypad mapping X [95](#)
- classic conversation [87](#)
- Optional Conversation 1 [90](#)
- standard conversation [83, 87](#)

phone numbers, changing notification [46](#)

phone password, changing [55](#)

Phone View option [16](#)

placing calls by using voice commands [27](#)

playback settings, about [75](#)

playing all greetings [41](#)

private lists

- about [49](#)

adding remote contacts [50](#)

changing members [50](#)

changing recorded names of [52](#)

creating [49](#)

deleting [52](#)

sending voice messages to [6](#)

prompts, about [3](#)

R

read receipts, about [13](#)

receipts

- managing [13](#)
- types [13](#)

recorded name, changing [56](#)

recording

- greetings in default language [40](#)
- greetings in languages other than default [42](#)

remote contacts, adding to private lists [50](#)

replying to messages [10](#)

rerecording current greeting [39](#)

reviewing members of private lists [50](#)

rule sets. *See* personal call transfer rule sets

S

sending voice messages [6](#)

shortcuts

- alternate keypad mapping N [93](#)
- alternate keypad mapping S [97](#)
- alternate keypad mapping X [95](#)
- classic conversation [87](#)
- Optional Conversation 1 [90](#)
- standard conversation [83](#)

sources of greetings [40](#)

special delivery options for sending messages [6](#)

speed

- playback, changing for conversation [78](#)

