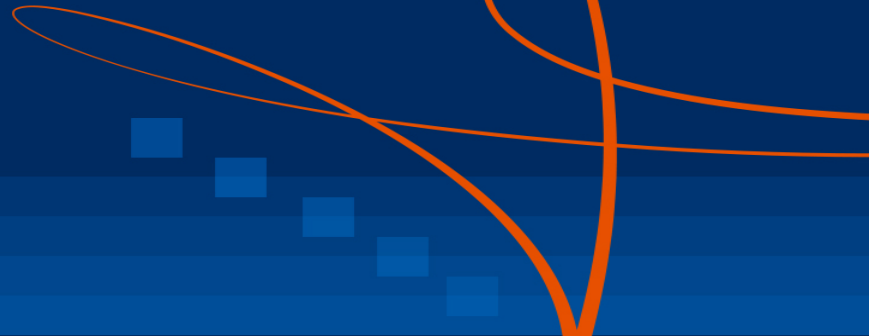


SL2100: System Manager and Recording InMail Greetings



Copyright © NEC Corporation of America 2017
All Rights Reserved.

No Part of this video or any of its contents may be reproduced, copied, modified or adapted, without the prior express written consent of the author.

Commercial use or distribution of the contents of this video is not allowed.

SL2100: System Manager and Recording InMail Greetings

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



To record Greetings for Routing Mailboxes in the InMail, you need to log in as a System Administrator. At default, Ext. 101 is the System Administrator.

To access System Administrator from Ext. 101, press the button under the letters VM:00.

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



When you hear, "You have no new messages . . . ," dial 72 on the number pad.

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



When you hear, "Welcome to System Administrator . . . ," press the button under the letters Instr.

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



When asked for the Mailbox Number, dial 001 for Routing Mailbox 1.

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



At default, no message is recorded. To record a greeting, press the Rec button

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



At default, no message is recorded. To record a greeting, press the Rec button

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



If desired, you can listen to the message again to verify it says what you want.

When you are done, hang up the phone.

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



Start recording the message.
When you have finished recording,
press the Done button.

SL2100: System Manager and Recording InMail Greetings

In this video, you learn how to record the Greetings for Routing Mailboxes in the InMail.



If you are using Routing Mailbox 2 for your after-hours greeting, you can use these same steps to also record Routing Mailbox 2, by entering 002 when asked for the Mailbox Number.

 **Orchestrating** a brighter world

NEC