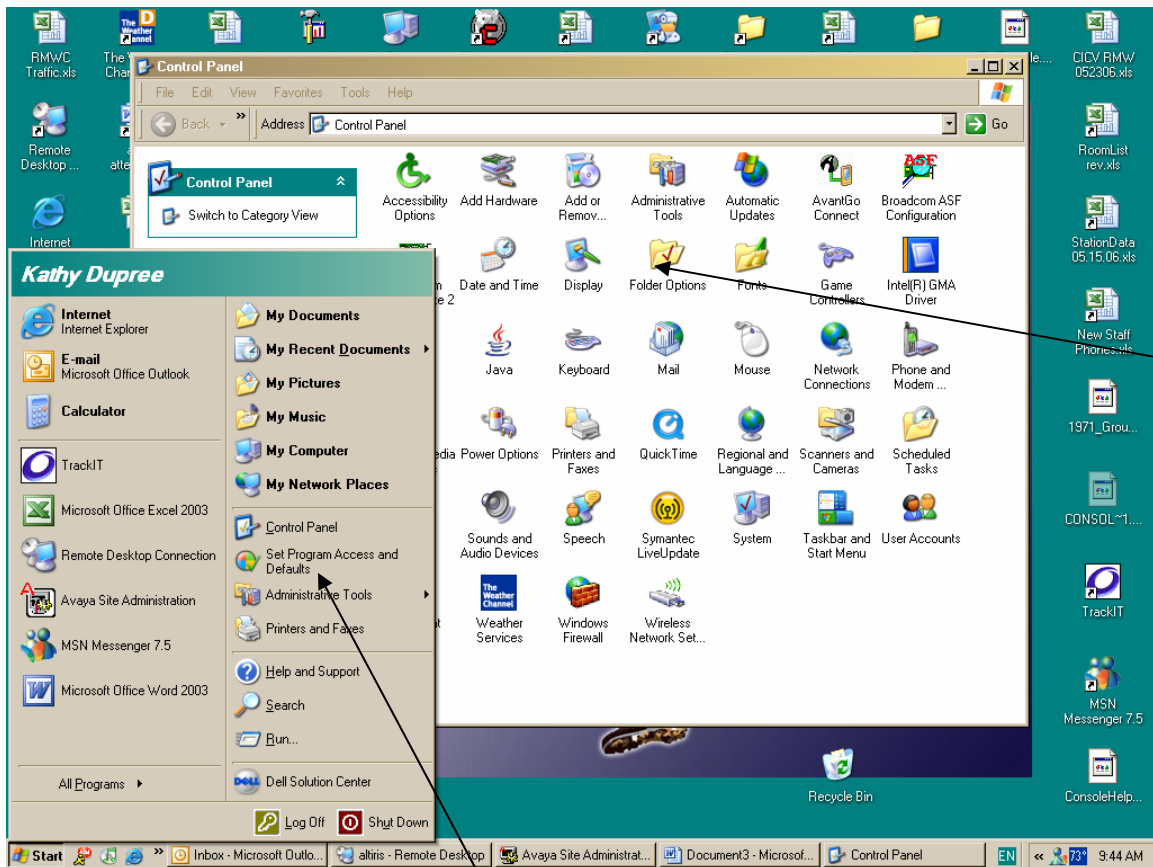


Some New Voice Mail Tips

With the new voice mail system your voice mail not only comes to your phone but we now get it in our email. It comes as an attachment in wav file format. If you have itunes as your default to listen to wav files then your voice mail will open in itunes. Since itunes is a shared application this might not be the best way to receive your voice mail. You have the option to change which application opens your voice mail. If you need to make this change follow these instructions:

1. Start, control panel, Folder Options

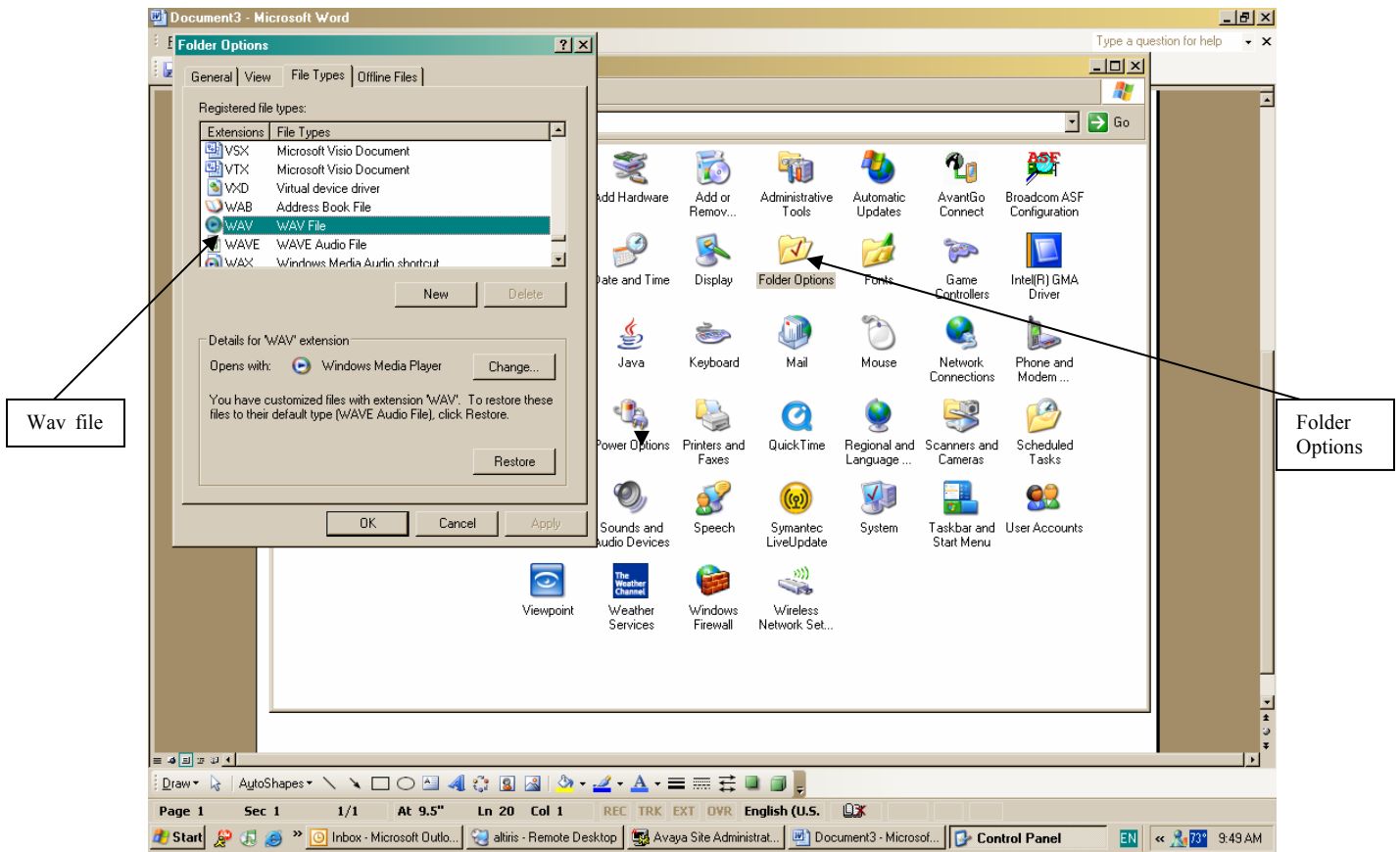


Start

Control Panel

Folder Option

2. Open Folder Options and click on the file types tab at the top. Hit the w key on your keyboard and it will take you to wav file. Click the change button and choose Windows Media Player. This will make your voice mail messages now open in Window Media Player.



3. Click close and you are done.

Your voice mail will come in your email as an attachment. If you want to save your voice mail right click on the attachment and save it to your H drive or anywhere you like.

I want to thank all of you for your help and feedback. It is a big help to those of us who are trying to get everything up and running as soon as possible with all problems resolved.