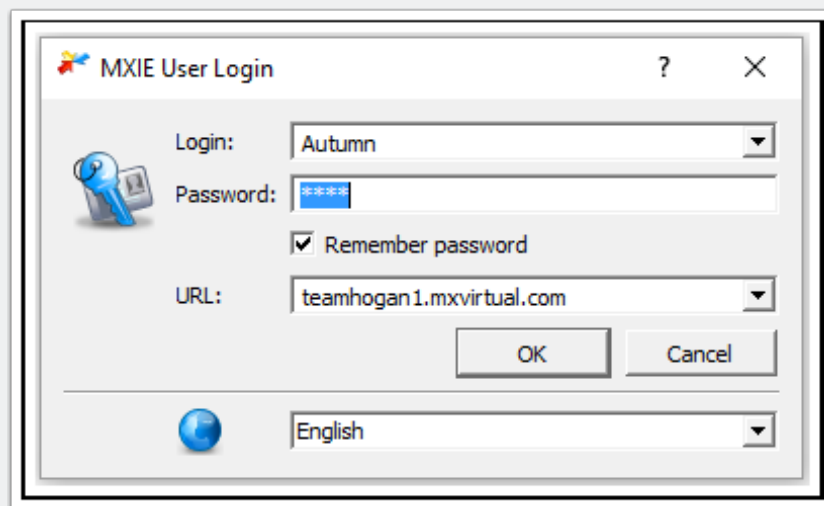


How to enable a voice mail greeting

This applies to users with multiple greetings

Step 1

Login to MXIE



The screenshot shows a dialog box titled "MXIE User Login". It contains the following fields and controls:

- Login:** A dropdown menu with "Autumn" selected.
- Password:** A text field with "*****" entered.
- Remember password
- URL:** A dropdown menu with "teamhogan1.mxvirtual.com" selected.
- OK** and **Cancel** buttons.
- A language selection area at the bottom with a globe icon and a dropdown menu set to "English".

Step 2

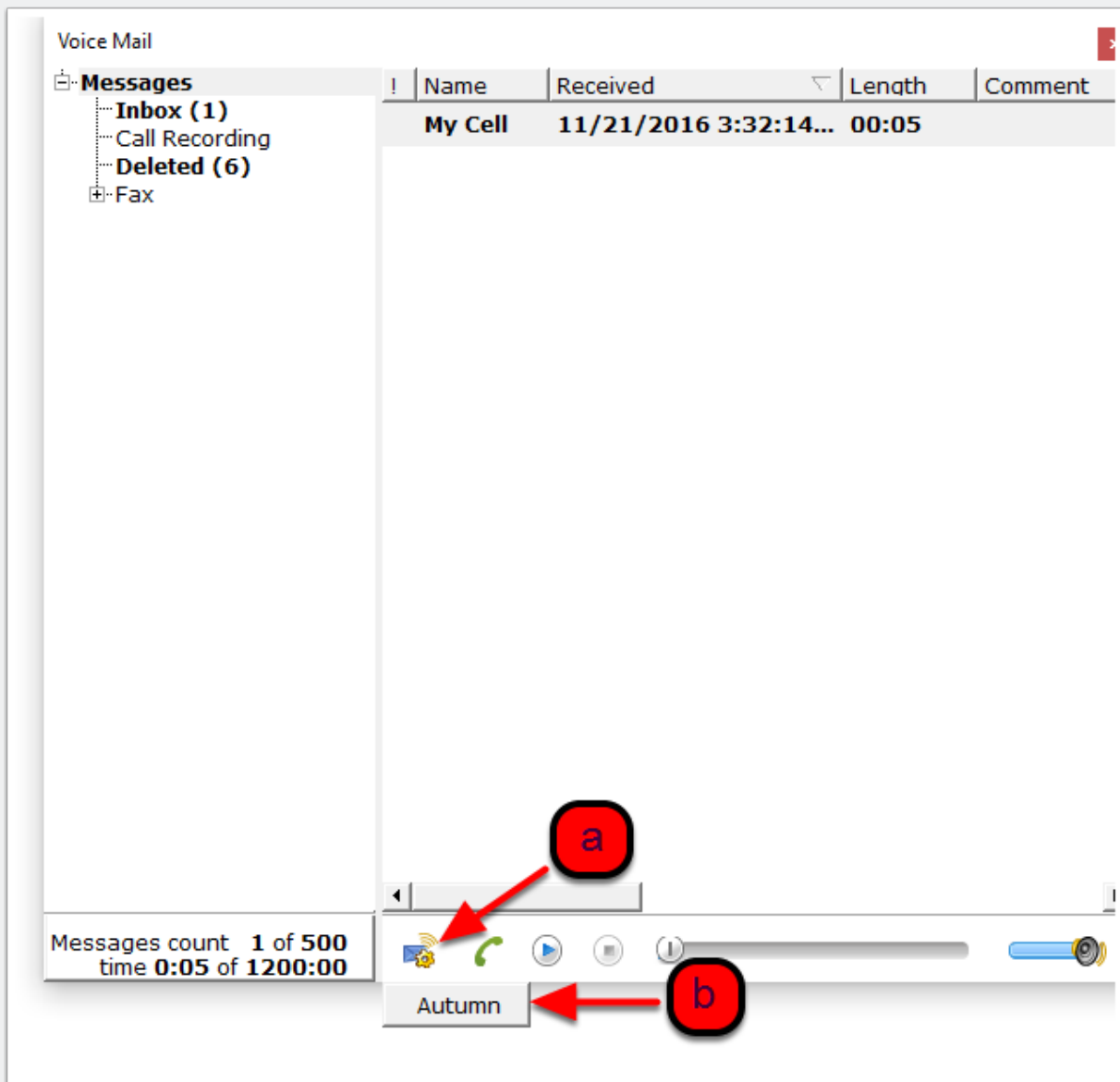
Select the voice mail log from the tool bar



How to enable a voice mail greeting

Step 3

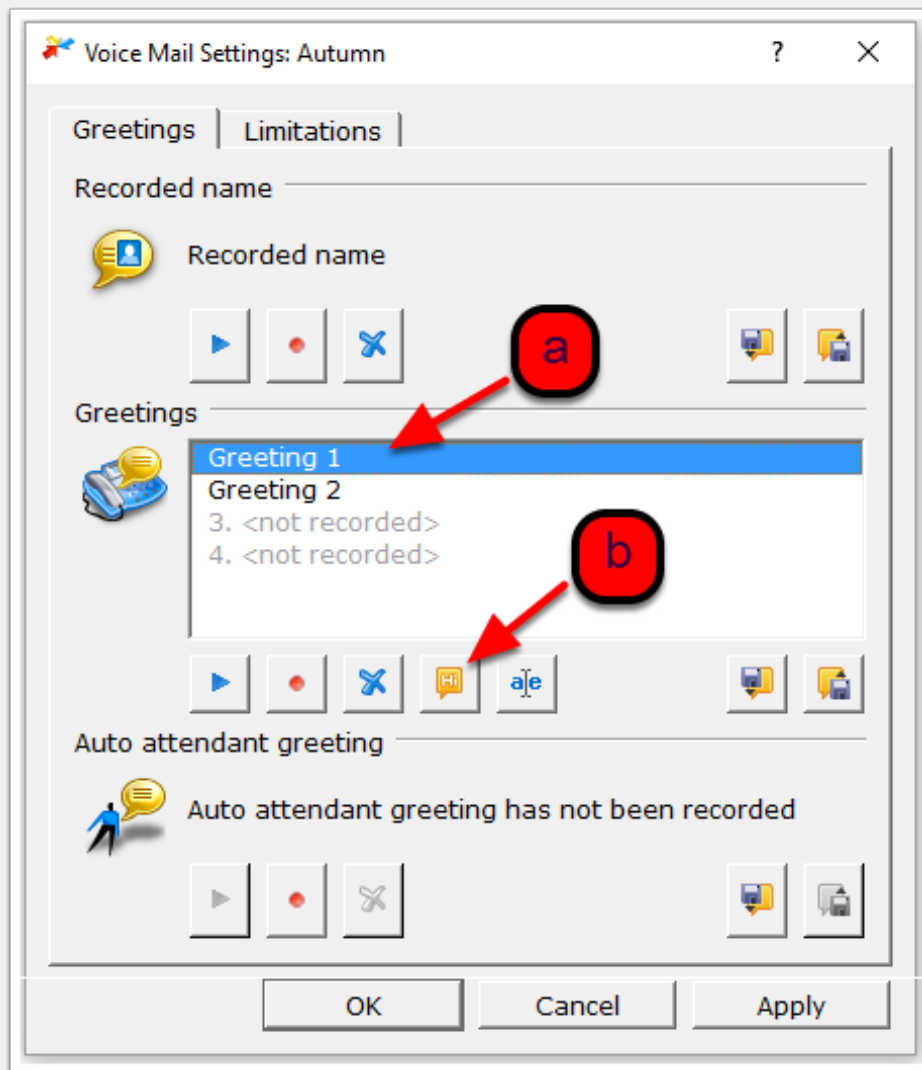
- a.) Select the settings icon in the voice mail log
- b.) Click on your user name



How to enable a voice mail greeting

Step 4

- a.) Select the greeting you want enabled
- b.) Select the mark as active icon



How to enable a voice mail greeting

Step 5

Select apply

