

New Voice Mail



It's more than an answering service – it's your personal assistant! Voice Mail answers your calls and takes messages without taking up space. Your messages are password-protected, but accessible – you can retrieve them by phone anywhere in the world! Feel free to live your life! Voice Mail will take care of your phone.

To Access Your Voice Mail

In Thunder Bay, dial 626-9999 to access your voice mailbox, from either your cellular phone or your landline. From your cellular phone, dial *99 from anywhere on the Tbaytel wireless network.

When outside of Thunder Bay or outside of the Tbaytel wireless network dial 1-888-847-0936 from either your cellular phone or a landline.

How To Get Started

You will be asked to enter your temporary password, which is your 10-digit telephone number.

Once entered, you will hear a welcome message

To replay the welcome message, press "11"

To continue, press "#"

You will now be asked to enter your new password and record your name

Passwords must be between 4 - 19 digits in length

To finish entering your password, press "#"

To cancel, press "*"

Re-enter your new password to confirm it

Press # when finished

To cancel, press "*"

Say your name when prompted, then press "#"

Your name as recorded will be played back to you

To continue, press "#"

If you would like to re-record your name, press "*"

Your new mailbox has been successfully set up!
You will be able to access all future Voice Mail messages through this mailbox.

Change Your Password

Change your personal password from any touch tone phone:

From the Main Menu, press "4" to Change Your Personal Options

Press "2" to manage your password

Press "1" to change your password

When prompted, enter your new 4–19 digit password

Change Your Greeting

Change your personal greeting from any touch tone dialing phone:

From the Main Menu, press "4" to Change Your Personal Options

Press "1" for Personal Greeting

Press "2" to Record a Personal Greeting

Record your greeting, press "#" when complete

To accept, press "#"

To replay, press "1"

To erase and re-record, press "*"

Retrieve Messages

From your Phone:

You will be answered by your recorded name

When prompted, enter your password

The system will tell you how many new messages are waiting

Follow the prompts to retrieve your messages

From Another Phone with Voice Mail:

When prompted to enter a password, press "*" to signify that you want to access a different mailbox. Enter your 10 digit telephone number. For example, 807-684-XXXX.

Follow the prompts to retrieve your messages.

From a Phone Without Voice Mail:

When prompted to acknowledge your mailbox, enter your 10 digit telephone number. For example, 807-684-XXXX.

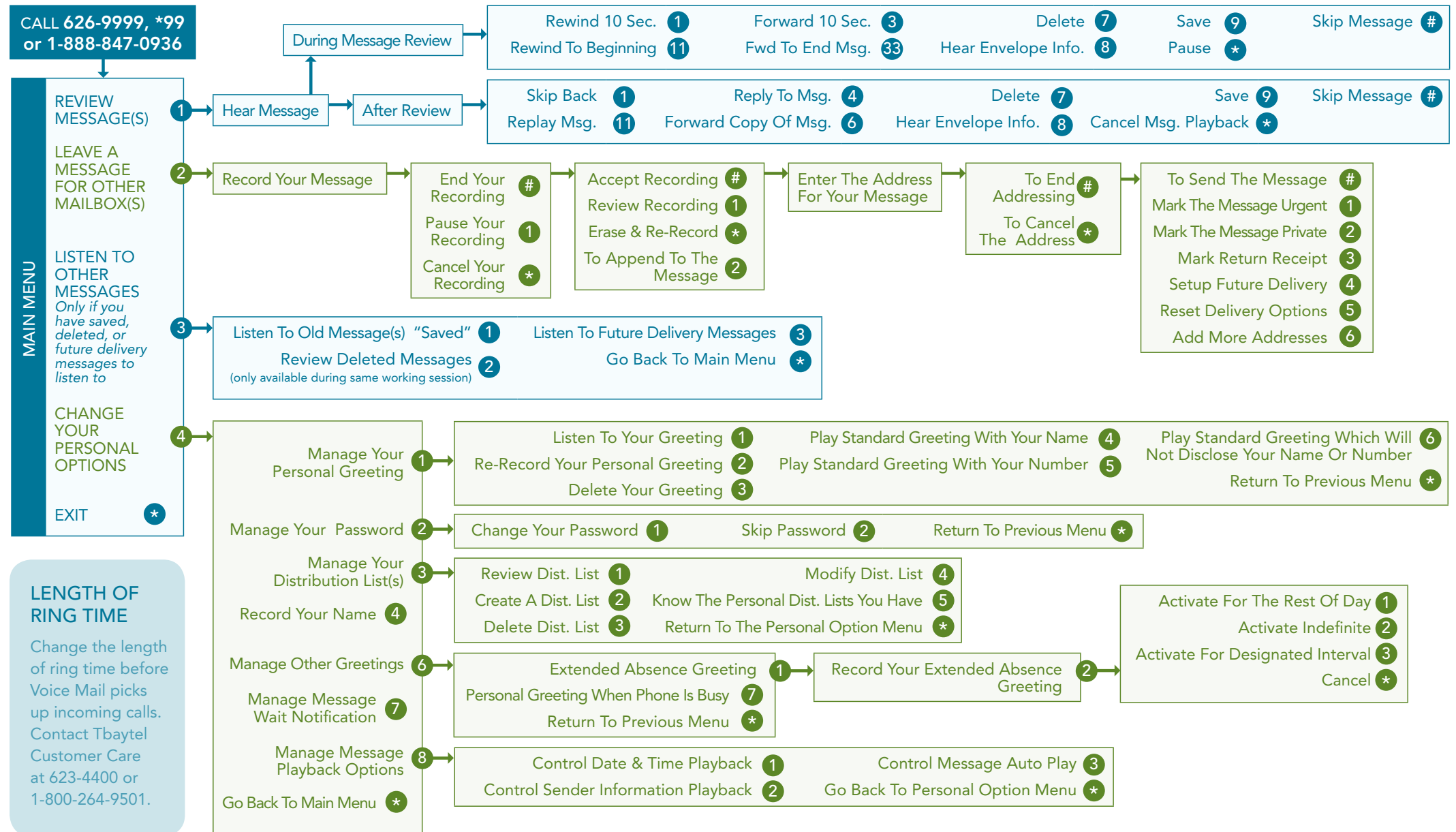
Follow the prompts to retrieve your messages.

Feature	Voice Mail	Voice Mail Plus
Personal Greeting	10 min	10 min
Personal Greeting When Phone Busy	10 min	10 min
Extended Absence Greeting (EAG)	10 min	10 min
User Programmed EAG Schedule	Yes	Yes
Messages	25	35
Message Length	3 min	5 min
# Bypass Message	Yes	Yes
Maximum Future Delivery Messages	10	20
Future Delivery Up to Days	60	60
Days Unheard Message Kept	10	30
Days Message Can Be Saved	10	30
Distribution List	2	2
Outcalling Schedules Allowed	1	1
Message Wait	Yes	Yes
Reply To Message	Yes	Yes
Send A Message	Yes	Yes
Forward Copy Of Message	Yes	Yes
Tag Message Private	Yes	Yes
Tag Message Urgent	Yes	Yes
Tag Message For Request Confirmation	Yes	Yes
Turn Auto Play On/Off	Yes	Yes
Review Deleted Messages	Yes	Yes
Listen to Future Delivery Messages Sent	Yes	Yes

Voice Mail can:

- Answer your phone in your own recorded message when you are unavailable.
- Receive calls 24 hours a day, 7 days a week.
- Store 25 messages for up to 10 days or with Voice Mail Plus you can store 35 messages up to 30 days.
- Allow you to recall messages from tone dialing phones all over the world.
- Let you leave voice memos to yourself, your family or your business.

Voice Mail Instructions



LENGTH OF RING TIME

Change the length of ring time before Voice Mail picks up incoming calls. Contact Tbaytel Customer Care at 623-4400 or 1-800-264-9501.

Glossary of Terms

- (#) KEY: The 'pound' key is located below the digit (9) key on your phone key pad.
- (*) KEY: The 'star' key is located below the digit (7) key on your phone key pad.
- MAILBOX NUMBER: This is your 10 digit phone number.
- TEMPORARY PASSWORD: This is a temporary password that has been assigned to you by Tbaytel.
- PERSONAL PASSWORD: This can be a series of numbers or letters from 4 to 19 digits in length.
- SYSTEM ADMINISTRATOR: This is Tbaytel; your service provider.