Instructions for printing: Print p. 1 on one side of stock, p. 2 on other side. Then cut along dotted lines.

Aria® Telephone User Interface for Avaya Modular Messaging Wallet Card

Entering the system

1. Call the system access number

Note: If you are calling from someone else's office extension or from outside your organization, you must do one of the following:

- *Mailbox associated with extension:* Press [*] [**#**] and then enter your mailbox number.
- *No mailbox associated with extension:* Press [**#**] and then enter your mailbox number.

2. Enter your password followed by [**#**].

Listening to messages [**1**]

Voice messages	[**1**]
E-mail messages	[**2**]
Fax messages	[**3**]

While listening to a message

Rewind	[**1**]	Quieter	[**7**]
Pause/Resume	[**2**]	Reset volume /	
Forward	[**3**]	next language*	[**8**]
Slower	[**4**]	Louder	[**9**]
Envelope	[**5**]	Reset speed	[**0**]
Faster	[**6**]	Skip	[**#**]

* If your system supports multiple languages

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After listening to a message

Print	[2]	Replay	[4]
Forward	[6]	Erase	[7]
Reply	[8]	Skip	[#]

Sending a voice message [2]

1. Record message.
2. After recording, press [#]
3. Enter mailbox address, followed by [#]
   To spell name, press [#]
4. Another address? Repeat Step 3.
5. After addressing, press [#] [#]
6. To send immediately, press [#]

Changing your settings [4]

Record greetings	[1]
Turn special features on/off	[2]
Set default fax destination	[4]
Manage personal distribution lists	[6]
Change password	[9]

Shortcuts

Cancel/return to menu/exit	[*]
Finish/skip	[#]
Bypass system greeting	[#]

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05/2004
Document number: 11-300047
Issue 2

After listening to a message

Print	[2]	Replay	[4]
Forward	[6]	Erase	[7]
Reply	[8]	Skip	[#]

Sending a voice message [2]

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5. After addressing, press [#] [#]
6. To send immediately, press [#]

Changing your settings [4]

Record greetings	[1]
Turn special features on/off	[2]
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Manage personal distribution lists	[6]
Change password	[9]

Shortcuts

Cancel/return to menu/exit	[*]
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Changing your settings [4]

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Set default fax destination	[4]
Manage personal distribution lists	[6]
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5. After addressing, press [#] [#]
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Changing your settings [4]

Record greetings	[1]
Turn special features on/off	[2]
Set default fax destination	[4]
Manage personal distribution lists	[6]
Change password	[9]

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Changing your settings [4]

Record greetings	[1]
Turn special features on/off	[2]
Set default fax destination	[4]
Manage personal distribution lists	[6]
Change password	[9]

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