


Voicemail Access

Access the New CISCO Voicemail

(See “To Set Up Mailbox” directions in your Quick Start guide for initial voicemail setup.)

You can easily access the CISCO voicemail system from any CISCO phone:

1. Press the **messages button**  on a new phone.
2. Press the * (star) key, enter your **ID** (extension number), and press **#**.
3. Enter your **Pin number** (numeric password), and press **#**.

You may also access your CISCO voicemails from outside the District’s phone system:

1. Dial 558-3000, press 2 for the new voicemail system, and then follow the prompts.

OR

2. Dial your District phone number, e.g. 558-1234, and press * when your voicemail greeting starts, and then follow the prompts.