

## easyConnect voicemail guide | off-base

### Getting started: activate / deactivate your voicemail

Voicemail service is included with your TKS telephone line however the service is initially deactivated by default. You may activate and deactivate voicemail at any time, your greeting, settings, and messages will not be effected.

#### Activate voicemail

Pick up the phone and dial: \*#\*03

#### Deactivate voicemail

Pick up the phone and dial: \*#\*04

### Your voicemail PIN

To set up your easyConnect voicemail, you must use the **default voicemail PIN** which is found on your confirmation of service document. After the initial setup you may define a personalized voicemail PIN of your choosing.

### What's my telephone number?

To hear a recorded announcement that states your telephone number, pick up the phone and dial: \*#\*10

### DIALING IN TO YOUR VOICEMAIL

#### Access your voicemail – from home

Dial: \*#\*55

Enter: **voicemail PIN**

#### Access your voicemail – remotely

Dial: **0049 721 6190 89 3000** | Mobile: **+49 721 6190 89 3000**

Dial: **telephone number** (including area code)

Enter: **voicemail PIN**

### VOICEMAIL MENU

#### 1 listen to new messages

1 repeat current message    2 save message    3 delete message    4 start over

#### 2 announcement | record a personalized greeting

4 start recording  
 # stop recording → 1 save recording    2 listen to recording    3 delete, start over

#### 3 voicemail PIN | create a personalized PIN\*

When prompted enter a new voicemail PIN of your choosing followed by # | to save the PIN press 5

\*PIN must be between 4 and 10 digits long, your PIN can not be sequential (12345) or repetitive (11111).

### Voicemail guide for on-base telephone lines

Please visit the TKS downloads section for our on-base voicemail guide: [www.tksable.com/service/downloads](http://www.tksable.com/service/downloads) >>