NEC UM8700 Voice Mailbox Setup

On Campus instructions

1. Call x6155
2. When prompted enter the default security code 0000.
3. You will be guided through an initial setup process to record your name, greeting and set a new security code.

Off Campus instructions:

1. Call 510-659-6155 if off campus.
2. When the Auto Attendant answers press #
3. Enter your mailbox number (same as your 4 digit extension number).
4. Enter the default security code 0000.
5. You will be guided through an initial setup process to record your name, greeting and set a new security code.

Report problems accessing the voice mail system to the I.T. Department Help Desk, x7333 (on campus) or 510-659-7333 (off campus).