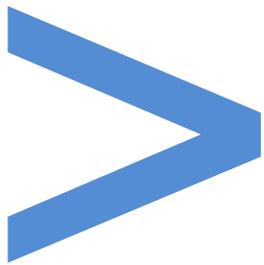


AT&T®

MemoryCall®

Deluxe voice messaging service



***Receive all
your important
messages***

Thank you for choosing AT&T® MemoryCall®
voice messaging service.

This service will save your messages in a mailbox
when your line is busy or you cannot answer the
phone. You can pick up your messages from any
touch-tone phone and you can also be notified by
pager or phone when you have messages.

>>> connect >> and create somethingSM

Just follow these simple instructions to get started:
Set up a mailbox for the first time

To access your mailbox:

1. Dial your voice messaging access number.
If you are not at your own phone, press [*] when the service answers and enter your mailbox number. You can also use Easy Access by dialing your business number and pressing [*] during the greeting.
2. At the prompt, enter your temporary passcode.

Follow the instructions to set up your mailbox and record a greeting in your voice messaging system:

1. Press [#] to begin setup.
2. Enter your new 5- to 10-digit passcode and press [#].
3. Record your mailbox name and press [#].
4. Record your personal greeting and press [#]. You can record a greeting that lasts up to 45 seconds. You can also choose to record a greeting your callers will hear when the line is busy.

You are now at the main menu. You can exit by pressing [*].

Mailbox highlights

- Callers can leave messages up to 3 minutes long.
- Your mailbox holds up to 30 new and saved voice messages. When your mailbox is full, callers are asked to call again.

Message indicators

If you are at another touch-tone phone, dial your access number and log into your mailbox with your passcode. You'll hear how many new and saved messages you have and instructions on how to review them.

If you have a message-waiting indicator, you'll hear short tones instead of a normal dial tone when you pick up your phone. These tones mean that you have messages. You may also see a visual light on your phone. Dial your access number and enter your passcode to hear the messages. The tones and the light will turn off when you have listened to your messages.

Main menu

All voice messaging activities begin at the main menu.

1. Dial the access number. If you are calling from a phone that is not yours, press [*] when the service answers and enter your mailbox number.
2. Enter your passcode.

Follow the instructions to perform any of the following functions in your voice messaging system:

1. Choose one of the following options:
 - Listen to messages Press 1
 - Send messages Press 2
 - Record a personal reminder Press 3
 - Go to user options to change greeting passcode, name, etc. Press 9
2. Exit voice messaging. Press [*]

Reply, copy and send messages

You may be able to reply directly to another voice messaging customer or send a copy of a message you have received to another voice messaging customer. If this service is available in your area, simply press the appropriate buttons identified on the following chart and follow the instructions. The reply, copy and send features operate within the same voice messaging service area of your basic local calling area. Your basic local calling area may include 7-digit dialing, 10-digit dialing, or both. The local area does not include 1+ dialed calls, any toll calls, or extended calling area calls. While you are listening or after you have listened to your messages, use these buttons:

OPTIONS DURING OR AFTER MESSAGE

Erase	Save	Repeat
1	2	3
Rewind	Pause	Fast Forward
4	5	6
Reply	Send Copy	Other Options
7	8	9
Exit Review	Help	Next Message
*	0	#

User options

Pressing [9] at the main menu gives you access to a number of options that make voice messaging an important tool for managing messages.

Follow the instructions to:

- Change your regular greeting or record an extended absence greeting.
- Change your passcode.
- Turn off the passcode feature so you can go directly into your mailbox without a passcode.
- Have your mailbox call your pager or another phone if you have messages.
- Enable callers to mark their messages “urgent.”
- Record a note to yourself and schedule the time and date to receive it.
- Develop and update group distribution lists that enable you to send messages to more than one person at a time.

Passcodes

Your passcode is important and private — not even AT&T knows it. If you forget it, AT&T will reset your mailbox but all messages will be lost.

Additional requirements and restrictions

- MemoryCall voice messaging requires Call Forwarding Busy Line and Call Forwarding Don't Answer. These services are not included in your MemoryCall service.
- Pager services are not included with your MemoryCall service.
- To use Easy Access at your business, the Call Forward Busy Line Feature is required. Easy Access is not recommended for use with lines in hunting (rotary).
- Visual message indicators are not available in all areas and may not work with all facilities.

QUICK REFERENCE CHART

