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# TOSHIBA

## VP100, 200 and 300

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### ENTERING MAILBOX

Call your VP System .....

Press #:

Enter mailbox number

Enter your security code

### GET HELP

Enter your mailbox ...

[0] Current Feature

[0] Specific Feature Code

[0] List of all Features

### LISTENING TO MESSAGES

Enter your mailbox ...

[5] Listen

[1] Listen to Last Message

If your mailbox has this option ...

[1] Saved Queue

[1] Back to New Queue

### Listening Features ...

[2] Backup

[2] Backup to Beginning

[3] Erase

[4] Go Forward

[5] Listen to Next

[7] Save

[5] Time & Date

[3] Forward

[1] Immediate Call

[1] Listen to Previous

[7] Reply

[8] Volume

[\*] Pause/Resume

[\*] Ready/End of message

### RECORDING/ADDRESSING MESSAGES

Enter your mailbox ...

[5] Message (Record/Address)

Recording Features ...

[2] Backup

[2] Backup to Beginning

[3] Erase Message

[\*] Pause/Resume

[\*] Address (Message/Options)

Addressing Features ...

[\*] Enter One or More Addressees

[0] Address by Name

[\*] Cancel Address

[\*] Erase Message/Ready

[\*] Addressing Options

[1] Return receipt

[2] Network Delivery

[2] Enter additional addresses

[4] Mark private

[5] Mark future delivery

[\*] Erase message

[\*] Send message

### RECORDING/CHANGING GREETING

Enter your mailbox ...

[4] Greeting (Access)

[1] Turn ON

[2] Turn OFF

[5] Listen

[5] Record new greeting

[\*] Leave unchanged

Recording Features ...

[2] Backup

[2] Backup to Beginning

[3] Erase Message

[\*] Pause/Resume

[\*] End Recording

### CUSTOMIZE MAIL BOX

Enter your mailbox ...

[1] For Options

[2] Message waiting

[2] Security code

[3] Off-site or pager

[4] Autocopy

[5] Personal assistance

[6] Personal distribution list

[7] Listen to future delivery

[6] Record name

[\*] Ready

### EXITING MAILBOX

[9] Initiate exit

[9] End session

[0] Exit mailbox & make another call or enter another mailbox

[\*] Continue using your mailbox

### DIRECTORY