



3Stars Net Voicemail Manual

To access your messages on the web interface

1. Log in to the sip.3starsnet.com web interface and enter your login & password.
2. Go to the Messages menu.
3. By default, all messages are shown. If you only wish to see voicemails or faxes, click on the appropriate menu option.
4. If you have access to more than one mailbox, you will be asked to choose which.
5. Select the search and sort options for the messages you wish to see.
6. Click the "Update" button.
7. To download a message, click on it.
8. To delete, copy, or move messages, select the boxes beside the messages and click the appropriate button at the bottom.

To access your messages via telephone

1. Dial the voicemail access feature code (*1 by default). If your telephone forwards to a mailbox you will be logged in automatically. If not, you will be asked for a mailbox and password. Alternatively, dial the voicemail login feature code, and you will always be asked for a mailbox and password.
2. Follow the prompts to navigate the menus.

Menu structure

- 1: Listen to voicemail messages
 - 3: Advanced options
 - 1: Reply
 - 3: Envelope
 - 4: Play previous message
 - 5: Repeat current message
 - 6: Play next message
 - 7: Delete current message
 - 8: Forward message to another mailbox
 - 9: Save message in a folder
 - *: Help; rewind during message playback
 - #: Exit; skip forward during message playback
- 2: Change folders
 - A menu is then played of existing folders
 - #: Exit
- 3: Advanced options
 - 5: Leave a message
 - *: Return to the main menu
- 0: Mailbox options
 - 1: Record your unavailable greeting
 - 2: Record your busy greeting
 - 3: Record your name
 - 4: Record your temporary greeting
 - 5: Change your password
 - *: Return to the main menu
- *: Help



- #: Exit