

Changing Your Recorded Name

To change your recorded name, or the name that identifies you to callers, perform the following steps:

Step 1 Go to Voice Mail from phone.

Step 2 Press **4** to access the Setup Options menu.

Step 3 Press **3** to access your personal settings.

Step 4 Press **2** to change your recorded name.

Step 5 To record a new name, wait for the tone and say your first and last name. When finished, press **#**.

Step 6 Your newly recorded name plays. Press **#** to keep it, or **1** to rerecord.