BCOM IT – GENERAL GUIDE

Summary

Voicemail messages are now being delivered to a user's mailbox and can be accessed via a cell phone and/or computer.

Notes

• The email containing the voicemail message is sent from unityconnection@bcomnm.org

Listening to a voicemail using a computer

1. Open the Outlook app or navigate to Outlook online (email.bcomnm.org)



2. Locate the email containing the voicemail



3. Download the voicemail

c	Cisco Unity Connection Messaging System <unityconnection@bcomn m.org> Fri 3/13/2020 2:25 PM Ryan Mayhew ⊗</unityconnection@bcomn 	凸	*	4	٣	\rightarrow		
	VoiceMessage.wav							
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4. Click on the download to listen to the voicemail – the message will open in your computer's default audio player

