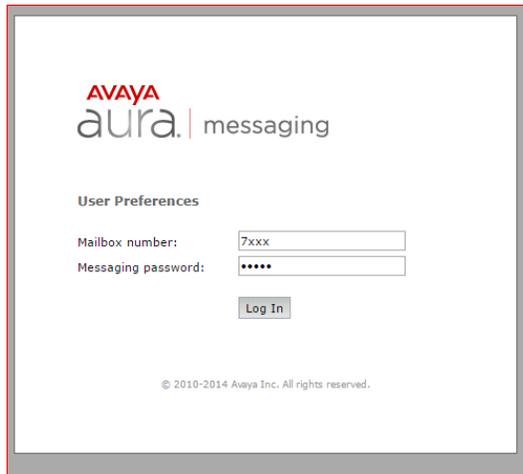


Setting up Notify Me in AAM – Avaya Aura Messaging

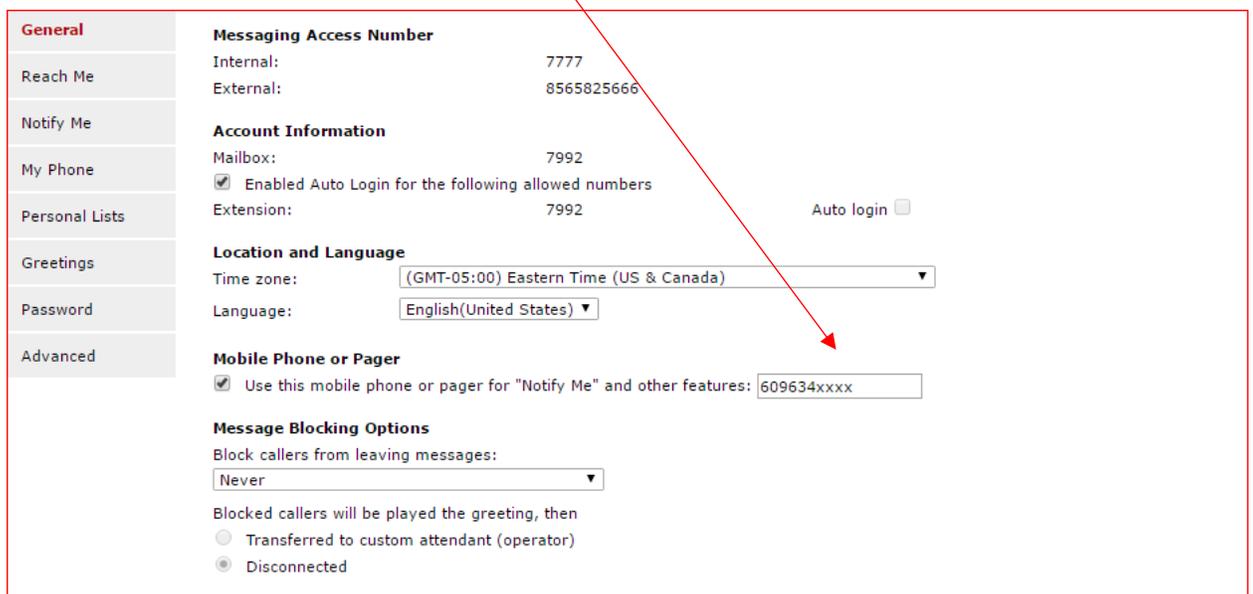
1. Log in to the user interface at <https://voicemail1.wtps.org:7443/user/login> with your extension and voicemail password



You can set up your account to send a notification to your Outlook account when you receive a voicemail message. The email will come from “Avaya Aura Messaging” and the subject will be “Voice Message from”

You can also set up your voicemail to notify you with a text message to your cell phone, along w/a link to dial directly into your voicemail account.

2. On the general tab, enter your cell phone number if you would like to be notified by text or a phone call when you have a voicemail message



General	Messaging Access Number
Reach Me	Internal: 7777 External: 8565825666
Notify Me	Account Information
My Phone	Mailbox: 7992 <input checked="" type="checkbox"/> Enabled Auto Login for the following allowed numbers
Personal Lists	Extension: 7992 Auto login <input type="checkbox"/>
Greetings	Location and Language
Password	Time zone: (GMT-05:00) Eastern Time (US & Canada) ▼ Language: English(United States) ▼
Advanced	Mobile Phone or Pager
	<input checked="" type="checkbox"/> Use this mobile phone or pager for "Notify Me" and other features: 609634xxxx
	Message Blocking Options
	Block callers from leaving messages: Never ▼
	Blocked callers will be played the greeting, then
	<input type="radio"/> Transferred to custom attendant (operator) <input checked="" type="radio"/> Disconnected

- On the Notify Me tab, fill out the required information (cell provider) for phone notification (a phone call or a text)

Here you can set up the notification to your Outlook account

- On the Greetings tab, you can pre-record and manage multiple greetings

Greeting number	Description	Play	Record	Active	Enable Expiry	Expiration Date/Time
2	OUT OF THE OFFICE			<input checked="" type="checkbox"/>	<input type="checkbox"/>	Aug 23, 2016 7:00 PM
4		N/A		<input type="checkbox"/>	<input type="checkbox"/>	
5		N/A		<input type="checkbox"/>	<input type="checkbox"/>	
6		N/A		<input type="checkbox"/>	<input type="checkbox"/>	
8		N/A		<input type="checkbox"/>	<input type="checkbox"/>	
9				<input type="checkbox"/>	<input type="checkbox"/>	
1	Vacation Sept 2016			<input type="checkbox"/>	<input type="checkbox"/>	
3	Holiday 2016			<input type="checkbox"/>	<input type="checkbox"/>	
7	In Service 2016			<input type="checkbox"/>	<input type="checkbox"/>	