

QUICK REFERENCE GUIDE

MiCollab desktop client features – Voicemail

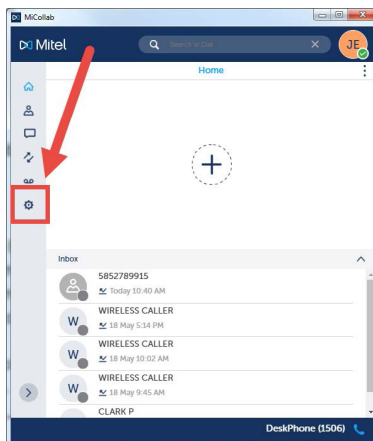
Introduction

This quick reference guide provides instructions on how to set up the MiCollab desktop client with the Voice mailbox number and use the Voicemail tab.

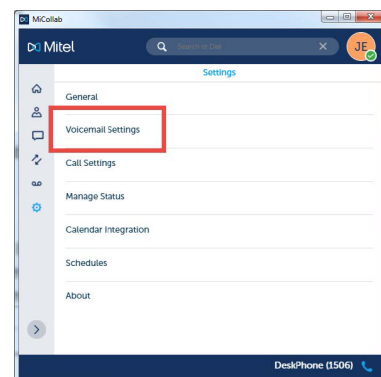
Voicemail settings

Perform the following procedure to set up your Voicemail settings within the MiCollab desktop client features.

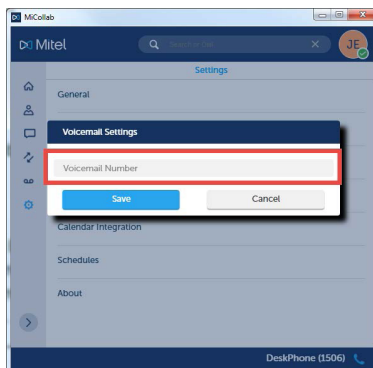
Step 1 Click **Settings** tab



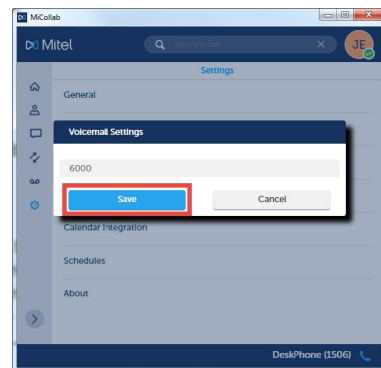
Step 2 Click **Voicemail settings**



Step 3 Enter **6000**



Step 4 Click **Save**

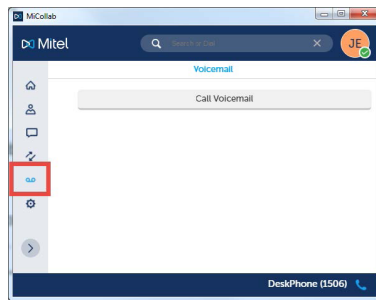


Voicemail tab

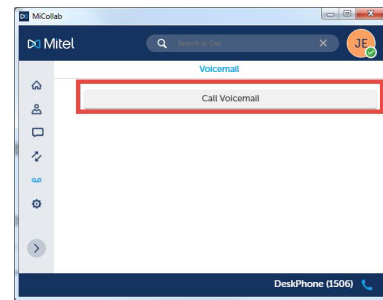
To call your Voicemail, perform the following procedure.

Note: You must have completed setting up your Voicemail settings prior to using the Voicemail tab.

Step 1 Click **Voicemail** tab



Step 2 Click **Call Voicemail**



Step 3 Your voice mailbox is dialed

