VOICE MAIL ACCESS NUMBERS

Alcester, SD	934-9000
Alvord, IA	473-9000
Baltic, SD	529-9000
Brandon, SD	582-9000
Crooks/Renner, SD	543-9000
East Garretson, MN	597-9000
East Hudson, SD	982-9000
Garretson, SD	594-9000
Hills, IA	964-9000
Hills, MN	962-9000
Howard/Carthage, SD	772-9000
Hudson, SD	984-9000
Inwood, IA	753-9000
Larchwood, IA	477-9000
Lester, IA	478-9000
Lester, MN	471-9000
N. Larchwood, SD	474-9000
Oldham/Ramona, SD	482-9000
Steen, IA	851-9000
Steen, MN	855-9000
Valley Springs, IA	777-9000
Valley Springs, SD	757-9000

Did you know?

You can manage your Alliance Voice Mail account through Alliance's Web Portal for FREE?

If you have Internet access, you do not want to miss out on this easy-to-use option. Simply log into the Web Portal through the QuickLaunch options at www.alliancecom.net. Or call Alliance Communications for more information.

Write in your information for easy access.

Your Voice Mailbox Access Number Is: _____
(See Voice Mail Access Numbers Box.)

Your Voice Mailbox Number Is: _____
(Same as your phone number.)

Your Voice Mailbox Password Is: _____
(Default is 0000)

ALLIANCE COMMUNICATIONS™
wired differently

Dial 611 from any phone with Alliance service or call 605-594-3411.

www.alliancecom.net

ALLIANCE COMMUNICATIONS™
wired differently

VOICE MAIL
ONE MAILBOX

USER GUIDE

It's Your Call…
Take it.
Or, leave it to
Voice Mail.

Using Alliance Communications Voice Mail

ONE MAILBOX

ACCESS YOUR VOICE MAIL

From the phone subscribed to the service:

1. Dial the voice mail access number for your location. Refer to the box labeled Voice Mail Access Numbers.

2. If prompted, enter your password and then #. The default password is 0000 until you change it.

From a different phone:

1. Dial the voice mail access number for your location. Refer to the box labeled Voice Mail Access Numbers.

2. Enter your 10-digit mailbox number. (Phone number)

3. Enter your password and then #. The default password is 0000 until you change it.

RECORD YOUR GREETING

1. Access your voice mailbox. (See instructions above.)

2. Press 9 for the mailbox setup menu.

3. Press 1 for greeting options.

4. Press 2 to record your greeting.

5. Record your greeting and then press #.

CHANGE YOUR PASSWORD

1. Access your voice mailbox. (See instructions above.)

2. Press 9 for the mailbox setup menu.

3. Press 2 to change your password.

4. Enter your new password and then press #.

5. When prompted to verify the password, enter it again and then press #.

RETRIEVE MESSAGES

1. Access your voice mailbox. (See instructions to the left.)

2. Your first new message may play immediately. If not, press 1 to listen to your messages. You will hear the announcement *"You have x new messages and x saved messages."*

3. Press 1 to listen to new messages.

4. Press 2 to listen to saved messages.

WHEN RETRIEVING MESSAGES, YOU CAN:

Press 1   Play the message again

Press 2   Save the message and play next

Press 3   Delete the message and play next

Press 4   Save the message as new

Press 5   Reply to the message

Press 6   Forward the message to another mailbox

Press 7   Skip backward in the message

Press 8   Pause the message

Press 9   Skip forward in the message

HOW TO USE VOICE MAIL TO E-MAIL:

You can have your voice mail messages e-mailed to you. You can play, save or delete the messages from your computer. The voice mail to e-mail service is available at no extra charge. To set up voice mail to e-mail, log into the Web Portal through the Quick Launch options at www.alliancecom.net, or call Alliance Communications.

1. After the service is set up, check your e-mail as you normally would.

2. When you get a voice mail message, you will receive an e-mail delivered right to your inbox. The message will have an attachment.

3. Open the attachment and your media player will play the message.

4. If desired, save the attachment on your PC.

5. Follow the links in the message to save or delete the message from the voice mail system.

ALLIANCE COMMUNICATIONS™

wired differently

Additional instructions are available under the support tab at www.alliancecom.net