

Changing Your Password and/or Recorded Name

Password change:

1. Press the messages button on the phone
2. Put in your password
3. Take option 4 for set-up options
4. Take option 3 for personal settings
5. Take option 1 to change your password
6. Follow the directions
 - a. Enter your new password
 - b. Press the # sign
 - c. Enter your new password again
 - d. Press the # sign

Recorded Name Change:

1. Press the messages button on the phone
2. Put in your password
3. Take option 4 for set-up options
4. Take option 3 for personal settings
5. Take option 2 to change your recorded name
6. Follow the directions
 - a. Tells you the current recorded name
 - b. To keep the current recorded name, press *
 - c. To change the name, say the new name at the tone and press the #