

SBX 320 Voice Mail Greeting Change Instructions

- Press the TRAN/PRGM button on the main operator phone (this is usually ext 100)
- Dial 0 then dial 6
- The system will then ask for message number Day Greeting is 001 and Night Greeting is 002.
- Then you will listen to voice prompts and press # to re-record.
- When you are done recording you will press the Hold/Save button to Save the message.
- Then enter the number of the next greeting or hang up to end.