

ESI – RECORDING YOUR MAIN DAY AND NIGHT GREETINGS

1. PRESS THE **PROG/HELP** OR **PROGRAM** BUTTON ON YOUR PHONE.
2. STOP THE PROMPT BY PRESSING THE **HOLD** BUTTON.
3. ENTER THE **ADMINISTRATOR PASSWORD 4653** FOLLOWED BY #.
4. ACCESS THE **GREETING MENU** BY PRESSING **6 1**.
5. AFTER THE PROMPT, PRESS **1 #**. THE CURRENT DAY TIME GREETING WILL PLAY.
6. PRESS **1** TO RECORD A NEW GREETING, THEN PRESS **1** AGAIN WHEN YOU ARE FINISHED. PRESS **#** TO CONFIRM.
7. *IF YOU ARE SATISFIED WITH YOUR DAY GREETING, SKIP STEP 6 AND SIMPLY PRESS # TO CONFIRM.*
8. THIS WILL AUTOMATICALLY TAKE YOU TO THE NIGHT GREETING, WHICH WILL PLAY.
9. PRESS **1** TO RECORD A NEW GREETING, THEN PRESS **1** AGAIN WHEN YOU ARE FINISHED. PRESS **#** TO CONFIRM.