TALKPATH AND DISPATCH
VOICEMAIL PASSWORD RESET

1. FIND SOMEONE WHO KNOWS THE PASSWORD TO THEIR VOICEMAIL BOX.

2. THEY WILL PRESS *THEIR VOICEMAIL* KEY AND ENTER *THEIR PERSONAL PASSWORD* AND THEN FOLLOW THE DIRECTIONS BELOW TO GAIN ACCESS TO THE ADMIN. SECTION OF VOICEMAIL *TO RESET ANOTHER USERS VOICEMAIL PASSWORD*.

3. ONCE THE USER HAS ENTERED THEIR PASSWORD:

4. ENTER **7** ON THE KEYPAD.
   (ADMIN OPTIONS, IT MAY NOT PROMPT YOU.)

5. ENTER THE ADMIN PASSCODE: **2275**.

6. CHOOSE OPTION **2** (MAILBOX ADMINISTRATION)

7. CHOOSE OPTIONI **1** (RESET MAILBOX PASSWORD)

8. FOLLOW THE PROMPTS GIVEN. (IT WILL ASK YOU FOR THE EXTENSION NUMBER THAT YOU WOULD LIKE TO RESET.)