

VoiceMail4All

The 60-second “Sound-Bite”

You have been given two numbers: a 0203 (or 0113 or 01273) number which is the number you give to other people so that they can call you; a 0808 number which is the number YOU use to pick up your messages. You can call this number for free from any payphone or landline 24 hours a day / 7 days a week.

When you call the 0808 number to pick up your messages, it will answer after the first ring and ask you to key in your “Mailbox ID”. This is the last 6 digits of your landline number. Your Mailbox ID is XX XXXX.

You have also been given a 4-digit password which is XXXX.

Your expiry date is xx/xx/xxxx. You will need to come back to me before this date to renew your number. (Make date in diary or give client list of Partner Projects where they can renew their number)

To pick up your messages, just dial the 0808 number. When the system picks up, key in the 6-digit Mailbox ID. The system will then ask you to key in your 4-digit password. It will then tell you how many messages you have and play your messages for you. You can then decide what you want to do with the message (point out the keypad options on the User Guide).

I have already recorded a message for you in your mailbox. Shall we take a few minutes now to have a go at picking it up?