






## ITSC User Guide

Title:	IP Phone - Voicemail
Version:	1.0
Description:	This guide shows how to check your phone voice messages, which are sent to your HSUHK email by default.
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### How to check and listen to a voice message?

	Steps	Screens
1.	Login your HSUHK Gmail account.	
2.	If you have voicemail, you will find it in your "Inbox".	
3.	The sender of the email will be "HSUHK SIP Phone System" and Subject will be "HSUHK Voicemail Notification"	



<p>4.</p>	<p>The attachment in the email is the voice message in audio format. You can listen to it by clicking on the file or download it to your computer for record purpose.</p>	<p>HSUHK Voicemail Notification <span style="float: right;">Inbox x</span></p> <p> <b>HSUHK SIP Phone System</b> &lt;no-reply@sipphone.hsu.edu.hk&gt; to me ▾</p> <p>Hi NG Ka Long Carlo,</p> <p>There is a new voicemail in mailbox 299:</p> <p>From: (Caller's name) &lt;Caller's number&gt; Length: 0:10 seconds Date: Tuesday, August 24, 2021 at 10:54:58 AM</p> <p>* This email is sent by the system, if you have any question, please contact to <a href="mailto:itsc@hsu.edu.hk">itsc@hsu.edu.hk</a>.</p> <div style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;">  msg0000.wav</div> <p style="text-align: center;"><span>← Reply</span>   <span>→ Forward</span></p>
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