Instructions for printing: Print p. 1 on one side of stock, p. 2 on other side. Then cut along dotted lines.

AUDIX® Telephone User Interface for Avaya Modular Messaging Wallet Card

ENTERING THE SYSTEM

1. Call the system access number

   Note: If you are calling from someone else's office extension or from outside your organization, you must do one of the following:

   - *Mailbox associated with extension:* Press [*] [**#**] and then enter your mailbox number.
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2. Enter your password followed by [**#**].

GENERAL TIPS

Get help	[*] [**4**]
Go back to activity menu	[*] [**7**]
Bypass greeting when recording	[**1**]
Transfer to covering extension	[*] [**0**]
Transfer to another mailbox	[*] [**8**]
Make system wait	[*] [**9**]
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ACTIVITY MENU

Record and send messages [**1**]
(Record, edit, address, deliver)

Get and respond to messages [**2**]
(Retrieve, delete, respond, print)

Create personal greetings [**3**]
(Record, edit, activate)

Set personal options [**5**]
(Change fax preferences or password, record name, administer lists)

Set Call Me options [**6**]
(Have system call you when away or when you have messages)

Scan messages quickly [**7**]
(Scan messages or headers)

PLAYBACK CONTROLS

Rewind	[**2**]	Skip forward	[**6**]
Pause/Resume	[**3**]	Quieter	[**7**]
Louder	[**4**]	Slower	[**8**]
Skip backward / Next language*	[**5**]	Faster / Replay	[**9**] / [**0**]

* If your system supports multiple languages

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