

MINNESOTA VOIP INC.

Voice & Data Specialists

9217 17th Ave. S. #216 Bloomington, MN 55425

Tel: 612.355.7740 Fax: 612.355.7739

Virtual Extension Instructions

How to setup voicemail

Dial 3 digit extension or 10 digit direst dial number. When the greeting starts to play press star key, enter your password. Follow normal voicemail instructions below.

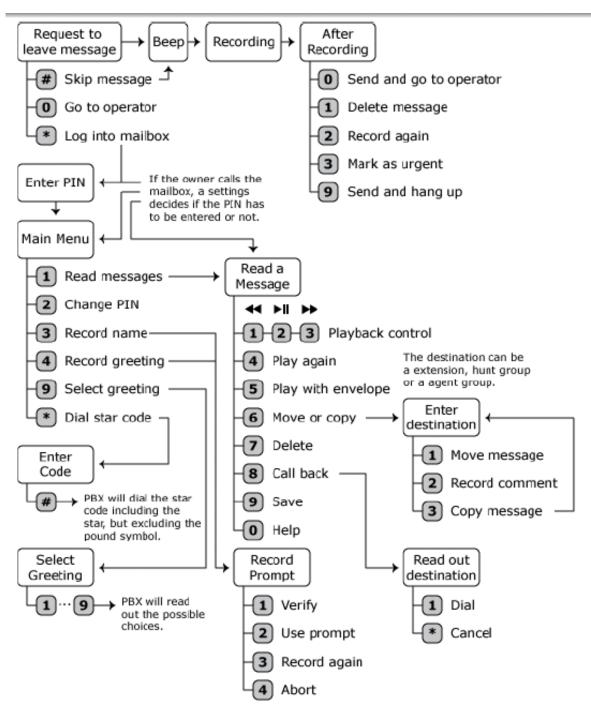
How to transfer to Virtual

While on phone call press transfer, dial 3 digit extension hang up

How to forward voicemail messages to a virtual box

While listening to voicemail message press 61 to move 62 to copy or 63 to copy with comment. You may refer to voicemail flow chart below.

Virtual extensions can be linked to a cell phone. Please provide Minnesota VoIP with a cell phone number to be linked. If you are familiar with the web portal this number can be added there. Contact MnVoIP for further instructions.



Page 2