

## Modular Messaging Web Subscriber Options

Web Subscriber Options (WSO) allows you to manage call handling and Voice Mail Options from a browser interface. You will need to access the WSO to assure that your Message Waiting Indicator Light is set to be activated. The following steps will guide you through the set-up process:

- 1. Open a browser and type <a href="http://voicemail.american.edu">http://voicemail.american.edu</a> as the URL.
- 2. Type your telephone extension in the MAILBOX NUMBER input field.
- 3. Type your voicemail password in the **PASSWORD** input field.
- 4. Then press the LOGON button.

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5. The **OPTIONS SUMMARY** page opens. Click **NOTIFICATION** from the Web Subscriber Options toolbar.



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Caller Experience My Exper	ience	Notification	Password	Options	Logoff	
Options Summary Time Zone Application Preferences Download Voice Player Help Menu	2	Op	tions Su	ımmar	ry	
		✓ <u>Call</u> <u>Call</u> <u>Notif</u>	fy Me Auto Op fy Me Caller R	otions	Options	

6. The **MWI** page opens. Click the radio button next to **ENABLE MESSAGE WAITING INDICATOR** to enable the indicator.

Caller Experience My Expe	erience Notification Password Options Logoff
MWI Fall Me	MWI
Notify Me Help Menu	
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7. Click the **LOGOFF** button located on the Web Subscriber Options toolbar to exit the Web Subscriber Options.