

Setting Up Your Voicemail

From your digital phone:

1. Dial *98
2. Create a PIN (Personal Identification Number). Your temporary PIN is the last four digits of your digital phone number. You will be prompted to enter and confirm a new PIN.
3. During setup you will be prompted to record your name. Once recorded, your name will be played back to you to determine if you want to keep it or re-record it.
4. Dial 1 to change your greeting
5. Dial # to keep your greeting

Selecting a Voicemail Greeting

There are several options for voicemail greetings.

Select the type you would like to set up and follow the prompts:

Dial 1 for a personal greeting (a message you record)

Dial 3 for a system greeting or change the recorded name

Dial 5 for a greeting callers hear when your phone line is busy

Retrieving Voicemail

Voicemail can either be accessed from your digital phone or remotely from any other phone.

From your digital phone:

1. Dial *98 and enter your PIN, followed by #

From another location/phone:

1. Dial 407.996.6245 and when prompted, enter your phone number, followed immediately by #
2. When prompted, enter your PIN, followed immediately by #

Retrieving Voicemail

- Dial 1** To repeat the message **Dial 4** To reply
Dial 2 To save message as new **Dial 5** To send a copy
Dial 3 To delete your message **Dial #** To leave as saved

* Feature Access Codes List

*77	Anonymous Call Rejection – Enable
*87	Anonymous Call Rejection – Disable
*72	Call Forwarding Unconditional – Enable
*73	Call Forwarding Unconditional – Disable
*92	Call Forwarding Delayed – Enable
*93	Call Forwarding Delayed – Disable
*90	Call Forwarding Busy – Enable
*91	Call Forwarding Busy – Disable
*63	Selective Call Forwarding
*371	Find Me Follow Me – Enable
*372	Find Me Follow Me – Disable
*69	Automatic Recall
*70	Cancel Call Waiting
*82	Calling Name Delivery Blocking – Override
*67	Calling Name Delivery Blocking – Single
*78	Do Not Disturb – Enable
*79	Do Not Disturb – Disable
*60	Selective Call Rejection
*74	Speed Dial (one-digit)
*75	Speed Dial (two-digit)
*98	Voicemail

For more assistance, please call: **Central FL 407.996.8900 | Southwest FL 239.444.0400**

Or visit the support page on our website: <https://summitbb.com/contact-us/>

Anonymous Call Rejection

Reject incoming callers who have blocked their directory or identifying information.

- To enable, dial *77
- To disable, dial *87

Automatic Recall

Return the last incoming call by dialing *69.

Do Not Disturb

Block your line temporarily to prevent incoming calls. Outgoing calls can still be made as normal, but incoming calls are not connected.

- To enable, dial *78
- To disable, dial *79

Caller ID

Inbound: See the name and the phone number of an incoming call before answering the phone.

Outbound: Block your name and phone number from being displayed when calling someone.

- To withhold the calling number for a single call, dial *67
- To allow delivery of the calling number if it is blocked by default, dial *82

Three-Way Calling

Use one line to setup a three-way conference call. When talking to one person, press the Flash/Hook button to put them on hold. Next, dial the third person and press Flash/Hook again to join the three callers.

Call Waiting

Receive an incoming call while on the phone with another caller. When speaking to another caller, a tone will alert you to an incoming call. Press the Flash/Hook button to put your current caller on hold and answer the new caller. To disable Call Waiting for the next call, dial *70 before the call.

Selective Call Rejection

Select a list of numbers from which incoming calls are automatically rejected.

To configure, dial *60, which will take you to the Screen List Editing menu.

Call Forwarding

Forward calls to another location, mobile phone or device.

To setup from your digital phone: Dial *72 and wait for the second dial tone. Dial the number you want calls forwarded to. A series of beeps indicates the feature is activated. To deactivate, dial *73.

To setup remotely: Dial 407.996.4723, then dial your 10-digit digital phone number followed by your PIN. Wait for the dial tone, dial *72 plus the number calls are to be forwarded to. To deactivate, dial *73.

Call Forwarding Delayed: Forward calls from your line to an alternative number only if they are not answered on your line within a certain number of rings. To use this feature, voicemail must be deactivated.

To enable, dial *92 and wait for the second dial tone. Dial the number you want calls forwarded to. A series of beeps indicates this is activated. To disable, dial *93.

Call Forwarding Busy: Forward incoming calls to an alternative number only when your line is busy.

To use this feature, voicemail must be deactivated.

- To enable, dial *90 and wait for the second dial tone. Dial the number you want calls forwarded to. A series of beeps indicates this is activated. To disable, dial *91.

Selective Call Forwarding: Select a list of numbers whose calls will automatically be forwarded.

To configure, dial *63, which will take you to the Screen List Editing menu.

Find Me Follow Me

Configure additional numbers that will be rung instead of or as well as your own number, any of which can answer the call. Once one number has answered the call, ringing on the other configured numbers is stopped. Additional numbers must be set up through:

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- To enable, dial *371
- To disable, dial *372

Speed Calling (Speed Dialing)

Allows one-digit or two-digit codes to be used as shortcuts for selected phone numbers.

One-Digit Speed Calling:

- To configure, dial *74 followed immediately by the desired speed calling code (2 through 9) and the 10-digit phone number. You will then hear a confirmation tone.
- To use after configuration, dial the assigned one digit speed calling code followed immediately by #.

Two-Digit Speed Calling:

- To configure, dial *75 followed immediately by the desired speed calling code (20 through 49) followed by the 10-digit phone number. You will then hear a confirmation tone.
- To use after configuration, dial the assigned two digit speed calling code followed immediately by #.