Quick Set-up for Modular Messaging

From Your Office Phone:
Dial in to 2-4234.
Enter your password. (Contact your Telephone Representative if you do not know your passcode.)

From Outside The Office:
From On-Campus -
Dial the MM Access Number. (2-4234)
Press # when the system answers.
Enter your mailbox number (same as the 5-digit extension).
Enter your password.

OR
From Off-Campus -
Dial the Voicemail system telephone number. (706-542-4234)
Enter your mailbox number (same as the 5-digit extension).
Enter your password.

As a new user, Modular Messaging will walk you through a tutorial to help you set up your mailbox the first time you login.
In the tutorial, you will perform the following:
1) Record your name (press # after speaking your name)
2) Record your “Please Hold Prompt” (You can skip this if you want)
3) Change your temporary password.
4) Record your greeting.

Some Password Rules:

Password must be a minimum of four (4) digits in length.
Password can not be the same as your phone extension number.
Password can not start with a "0".
Password can not use repetitive numbers, i.e., 2222.
Password can not use ascending or descending sequential numbers, i.e. 1234 or 4321.