

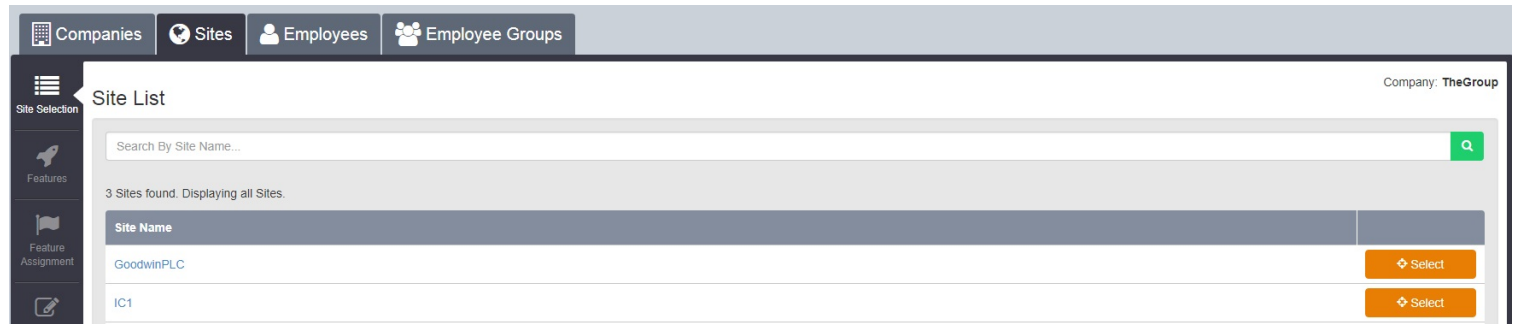
# Voicemail in IPVS

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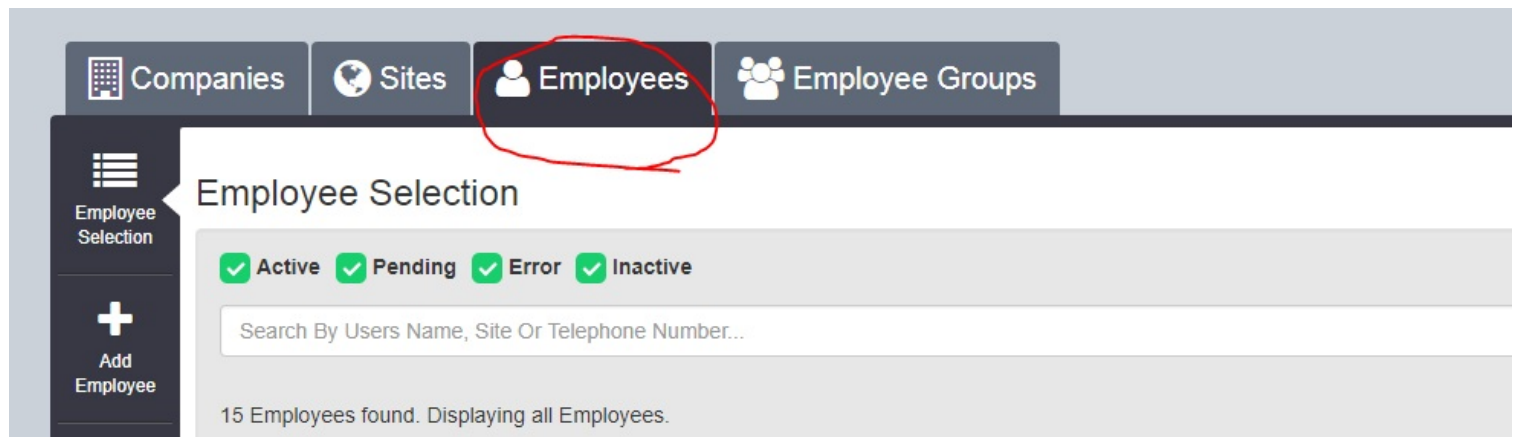
## How to disable/enable voicemail on IPVS

Log into the business portal at <https://portal.yourservices.co.uk/> (<https://portal.yourservices.co.uk/businessportal>) and sign in with your username/password.

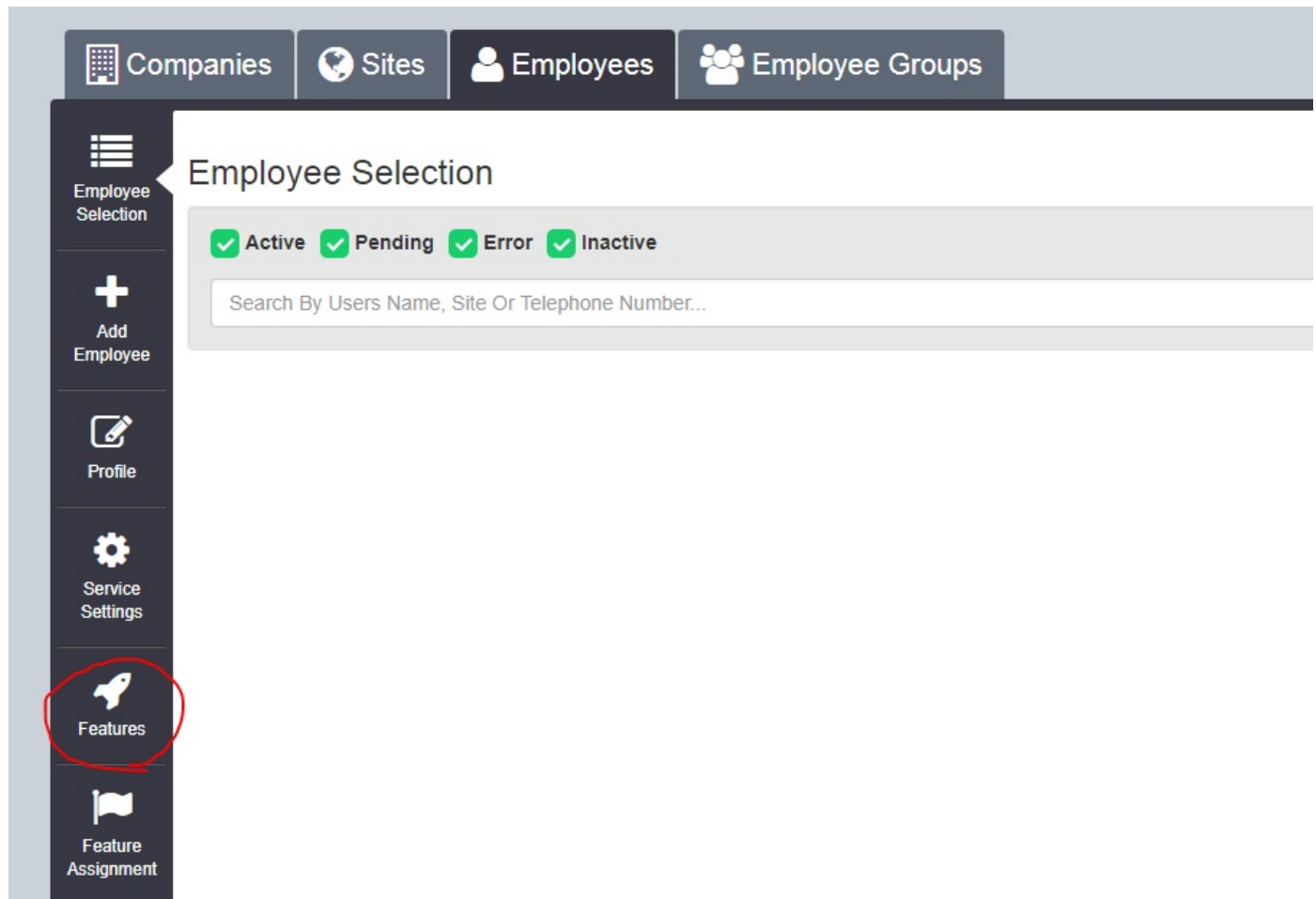
When you are logged in, search for the site in question to or just hit the search button, to show all sites in your company and select the appropriate one.



Once the site is selected, employees tab then select search to list all employees



Select the employee you wish to edit their voicemail settings, and press features.



Scroll down to the bottom and select voice messaging, then configure.

Messaging

Fax Messaging (off)

Allows a user to receive a fax

Configure

Voice Messaging (Off)

Configure

Voice Portal

Configure

Voice Portal Calling

On

Then within here you can specify what you want to do with the particular users voicemail.

Features › Voice Messaging

Employee Features / Voice Messaging

Voice Messaging

Turn On Voice Messaging

When A Voice Message Arrives...

Send Email Notification To

Email Address

Email A Copy Of The Voice Message To

Email Address

Transfer On '0' To This Phone Number

Telephone Number

\* Unified Messaging

Email New Messages To

Email Address

Use Unified Messaging

Use Message Waiting Indicator

Cancel

Save

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