



Lotus Notes Client Interface:

- All voice mail will be stored in your Lotus Notes mail file and handled like an e-mail message; they can be filed to folders, archived, and saved indefinitely.
- Voice mail messages appear in your inbox designated by a phone icon.

Who	Subject	Date	Size
Suzanne Barron	Voice Mail Message (2 seconds)	09/01/2010 10:30 AM	6K

- When a voicemail message is opened, the voice player is loaded.
 - You can listen to the message through speakers or headset, it can be redirected to play to your phone, or it can be forwarded to another phone.
 - Click the **PLAY** button to listen to the message.
 - If **Computer** is selected, the sound will play through the computer’s speakers; If **Telephone** is selected, then your phone or, if you forwarded the call, another phone will ring to play the message.
 - You can also click to add private notes to your voice mail message. Click the **SAVE** and **CLOSE** button to save your notes.

The screenshot shows an email header for 'AU Voice Mail and Fax' with a subject of 'Voice Mail Message ('3336') (27 seconds)'. Below the header is a voice player control panel with buttons for play, stop, and volume, a progress bar from 0:00 to 0:27, and options for recording and playback. At the bottom, there is a yellow box with the text '<Click here to add your Private Notes>'.

- Voice mail messages will be automatically stored in the **VOICE INBOX** view in your Mail Navigation Pane. Fax messages will be stored in the **FAX INBOX** view.

