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Entering Your Account for the First Time

The first time you access your account you will be guided through several steps to set up your account.

- 1. Create a new passcode.**
Your passcode is a number from four digits up to 11 digits, that keeps your account private and secure.
- 2. Record your name.**
Your name announcement will be used to help you screen calls. When you answer calls you will be told that the call is for you.
- 3. Record your greeting.**
This is the greeting your callers will hear when you are unable to take calls.



Alaska Communications Systems

1-866-ACS-EASY acsalaska.com

To Access Your Voice Mail

From a landline phone

1. Dial *95
2. Enter your phone number, or press * if you are calling from your own phone
3. Enter your passcode

or

1. Dial your phone number
2. When your message picks up, press *
3. Enter your passcode

From your ACS Wireless phone

1. Dial *86
2. When your message picks up, press *
3. Enter your passcode

or

1. Dial your wireless phone number
2. When your message picks up, press *
3. Enter your passcode

Voice Mail Reference Guide



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‡ Available as an advanced feature. Ask your ACS representative for more details.

3 Personal Operator ‡

Phone Numbers

4 Phone Numbers
3 Recordings
2 Passcodes

Personal Options

1 Save Message
2 Delete Message
3 Message Replay
4 Slower
5 Date/Time/Sender
6 Reply To Message
7 Previous Message
8 Forward Message
9 Call Sender‡
0 Replay Menu Options
* Exit Messaging
Next Message

Function Menu

1 Softer
2 Louder
3 Slower
4 Date/Time/Sender
5 Faster
6 Rewind
7 Pause
8 Fast Forward
9 Replay Menu Options
0 Exit Voice Messaging
* Go To Function Menu

Listen Menu

3 Personal Options
1 Listen to Voice Messages
Main Menu

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