## \_Deleting\_voicemail\_messages\_Content\_v1

## Deleting voice mail messages over the phone

- 1. Dial your voice mail phone number
- 2. Press the number for the mailbox you are checking
- 3. Press \* when you hear the mailbox greeting
- 4. Enter the mailbox Voice Mail password (set on the mailbox configuration page)
- 5. Follow the prompts to delete messages.

## Deleting voice mail messages using your web browser

To delete voice mail messages using your web browser, do the following:

- 1. Log in to the mailbox (See the chapter about logging in to your mailbox using a web browser.)
- 2. Select the checkbox next to each message you would like to delete.
- 3. Click the Delete button.

