

Checking Your Voicemail on a Polycom VVX400

btx cloud services are simple and easy to use

Here is a quick reference guide to checking your voicemail on our services using a Polycom VVX400 phone.

When you have a new voicemail message, the **messages icon** displays on your line. as seen below



To listen to your voice mails you have 2 choices:

Press the **Envelope Button** or chose the **Messages Icon** from the home screen

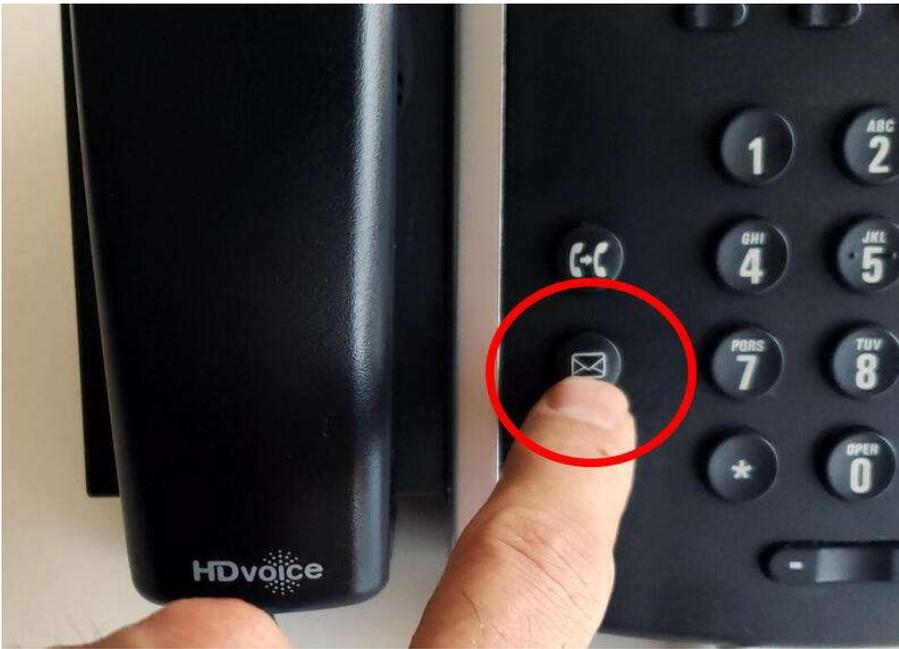
To access the Messages Screen using the icon

1. Hit the **Home** button and select the **Messages icon**
2. Then select **Message Center>Connect**
3. Then Follow the prompts



To access the Messages from the Envelope Button

1. press the **envelop** button located on the bottom left corner of the phone.



Once you are in your personal voicemail you will need to know your personalized password. if this is unavailable please reach out to our support team and we will assist you.



For more support Please call or

visit <https://www.btxchange.com/btx-cloud-support.html>

BTX | Business Telephone Exchange

929 Berryessa Rd Suite#10 San Jose, CA 95133

Phone (408) 200-

7810 Email support@btxchange.com | Website www.btxchange.com

IP/PBX | SUPPORT | SERVICE | SOLUTIONS