



INSTRUCTIONS TO RECORD COMPANY GREETING NORSTAR SYSTEMS

Feature 9 8 3

At log in prompt, dial 120000 (if you have 2 digit extension numbers)

1020000 (if you have 3 digit extension numbers)

10020000 (if you have 4 digit extension numbers)

Choose "Admin"

Choose "AA"

Choose "Grtg"

Choose "Grtg" again

Choose "1"

Choose "ok"

Choose "Rec" and at the tone make the recording

Choose "ok" when finished