
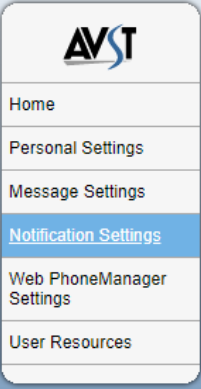
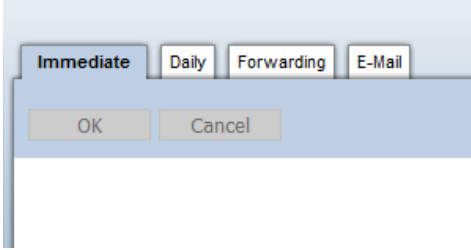


Enabling Voicemail to Email through Web PhoneManager

Enabling this feature sends a copy of your voice messages to your Union College email.

<p>1. Open a web browser window and navigate to: https://avstweb.union.edu/</p> <p>Your username is your 4-digit mailbox number, and your security code is your voicemail security code.</p> <p>*Note* You must be on the Union network to access, otherwise you must connect to the Union VPN first, which can be found on the ITS website.</p> <p>Connect to VPN: Connect to Union VPN</p>	
<p>2. When you login, on the left-side menu, click Notification Settings.</p>	
<p>3. If multiple tabs are available, click the E-Mail tab.</p>	
<p>4. To Enable Voice messages to be sent to your Union email, check the box for Enable Simple UM Notification.</p> <p>Enter your full Union email address in the textbox and click the OK button to save.</p>	