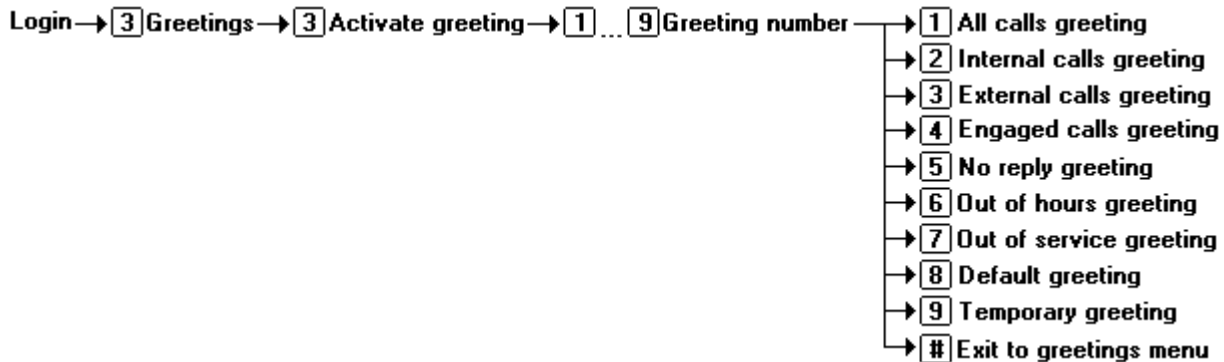


Activating a Greeting

When you have recorded greetings, you can select the greeting and then assign the call type. When you assign a personal greeting for more than one call type, the greeting used for any call is decided using an order of priority. For more information, see [Personal Greetings:Overview](#).



To assign a personal greeting to a call type:

1. Log in to your mailbox.
2. Press **3** for personal greetings. If you have selected any call types, you hear an announcement that lists the call types and the greeting assigned to that call type. For example you would hear For internal calls greeting 1 active.
3. Press **3** for activate greeting. You hear a message to confirm the call types that are currently identified.
4. Enter the personal greeting number to assign to a call type.
5. Select the required call type.
6. Press **#** when you have finished to return to the greetings menu.