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Table of Contents

Table of Contents ............................................................................................................................ 3
Chapter 1 – Overview ...................................................................................................................... 4
Chapter 2 – End-User Configuration ............................................................................................... 5
  Requirements ........................................................................................................................... 5
  Logging In ................................................................................................................................. 5
  Security ..................................................................................................................................... 7
  evmNotify .................................................................................................................................. 9
  evmDelivery ............................................................................................................................ 10
  Saving Changes & Exiting ...................................................................................................... 11
Chapter 3 – End-User Operation ................................................................................................... 12
  Requirements ........................................................................................................................... 12
  Using EVM for Octel ............................................................................................................... 12
  evmNotify ................................................................................................................................ 13
  evmDelivery ............................................................................................................................ 14
EVM for Octel® allows ANY email system to be the repository for all your voice, fax and email messages.

**evmDelivery** – Get unified messaging capability with your existing Octel message server. This application delivers all voice and fax messages to your existing email system, regardless of which system you use (Exchange, Lotus Notes, GroupWise, etc.). Now you can easily view and print your faxes from your email inbox or listen to a voicemail message on your multi-media PC.

**evmNotify** – Message waiting, when and where you need it. Exactly like a message waiting light, except the application generates an email notification to any email address, including wireless PDA’s and digital cell phones. This application is great for remote workers.
Chapter 2 – End-User Configuration

Requirements
Many different browsers can be used when configuring personal EVM for Octel settings via the web. These include Microsoft Internet Explorer, Netscape Navigator, Mozilla or Opera at this time.

Logging In
Using your web browser, browse to the EVM for Octel configuration web page:
https://www.biff.telcom.arizona.edu/

You will be presented with the following page:

Enter the following information and press the Login button:

Mailbox: [your voice mailbox number]
PIN: [the PIN provided to you by your administrator]

When first logging in you may be prompted to change your PIN for security reasons. Even if you are not prompted, it is recommended to change your PIN.
A successful login will take you to the main EVM for Octel page.

Here you can configure the evmNotify and evmDelivery of EVM for Octel and the security for the application.
Security

First, enter your Voice Mailbox Security Code (the one you use to log into your voice mailbox) in the field at the top of the screen. Without this code, EVM cannot copy voicemail messages.

Next, enter your desktop email address in the Return Email field. When you send a voice message to an internal user, this address is populated in the from field of the email that contains your voicemail message as an attachment. That user can then hit the reply button in email to reply back easily.
Finally, if you were not prompted earlier to change your PIN, now is the time to do it. Click the Change PIN button and the following page will appear:

Enter the PIN that you wish to use in both fields and press Change PIN.
evmNotify

evmNotify allows you to be notified by email when a voice message has been received. Up to three email addresses can be notified of a new voice message.

**Notify for:** AllMsgs will send an electronic notification every time you receive a message. The message will include details about the message such as date; time; length of message and name of sender (if known). 1st new message setting operates similarly to your message waiting light. The first time you get a new message, it will send an electronic message notification. Upon receiving subsequent messages (prior to listening to the first message) nothing will happen. This is intended to avoid duplicate notification messages. UrgentMsgs will send a notification only for urgent messages.

**Email 1/2/3:** These fields are used to store the addresses where electronic notification(s) should be sent. EVM sends a standard SMTP message, which can be delivered to ANY email address, including wireless PDA’s and digital cell phones. For each message, notifications can be sent for up to three (3) addresses. For a notification to be sent, the "Active" box must be checked. Removing the check will deactivate the email notification for that address, even though the address is still listed in the address field.

**Email formats for various cell phone providers.** Many cell phones can receive an electronic message if the message is addressed in a certain manner.

The table below lists email formats for some common cellular and pager providers:

<table>
<thead>
<tr>
<th>Provider</th>
<th>Email Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>AT&amp;T</td>
<td><a href="mailto:PhoneNumber@mmode.com">PhoneNumber@mmode.com</a></td>
</tr>
<tr>
<td>Cingular</td>
<td><a href="mailto:PhoneNumber@mobile.mycingular.com">PhoneNumber@mobile.mycingular.com</a></td>
</tr>
<tr>
<td>Nextel</td>
<td><a href="mailto:PhoneNumber@messaging.nextel.com">PhoneNumber@messaging.nextel.com</a></td>
</tr>
<tr>
<td>SkyTel</td>
<td><a href="mailto:PagerPIN@skytel.com">PagerPIN@skytel.com</a></td>
</tr>
<tr>
<td>Sprint</td>
<td><a href="mailto:PhoneNumber@messaging.sprintpcs.com">PhoneNumber@messaging.sprintpcs.com</a></td>
</tr>
<tr>
<td>Verizon</td>
<td><a href="mailto:PhoneNumber@vtext.com">PhoneNumber@vtext.com</a></td>
</tr>
<tr>
<td>Voicestream</td>
<td><a href="mailto:PhoneNumber@voicestream.net">PhoneNumber@voicestream.net</a></td>
</tr>
</tbody>
</table>
evmDelivery

evmDelivery sends a copy of your voicemail messages to an email address that you specify.

Email1/2/3: Enter the email address where you want new messages to be sent. Remember, since a voice message arrives as a sound file, the receiving PC should be able to play it. If filled out with the same address used in evmNotify, you may receive two emails for every voice message.

Voice Messages: These three buttons allow you to choose which voice messages you want delivered.

- **All** should be selected if you want all messages delivered to your email address.
- **Urgent** should be selected if you want only urgent messages delivered to your email address.
- **None** should be selected if you want to turn delivery of voice messages off. **Note:** even if an email address is filled in, EVM will not deliver messages if the “None” option is selected.

Voice messages are sent as .WAV, .MP3 or .GSM attachments, compatible with standard players. The format being used has been selected by your system administrator. If the voice message was previously forwarded, you will receive two attachments, one with the original voice message and a second with the forwarding comments.

Fax: This allows you to choose whether you want fax messages delivered. Fax messages are sent as attachments in a .TIF format compatible with standard viewers. **HINT:** To send any printed piece of paper electronically, fax the document to your mailbox. The document will be delivered to your email inbox. From there, you can forward the document to anyone with an email address.

Deliver all messages since: This field shows the date/time stamp from the last message EVM delivered. **HINT:** If you want all messages in your voicemail box archived to email, change the date to that of the oldest voicemail message. The next time the application looks at the mailbox, ALL the messages will be considered “new” and will be delivered to email (as individual emails).
**Saving Changes & Exiting**

Be sure to press the *Submit Changes* button when you are finished updating your EVM for Octel configuration! Failure to do so will result in the loss of all entered changes.

Press the *Logout* button to completely logout of the EVM for Octel configuration application. Doing so will ensure that no one can access your configuration settings.
Chapter 3 – End-User Operation

Requirements

While EVM for Octel will work with any PC, you must have the following installed in order to use the application:

- Internet Explorer or equivalent browser,
- A sound playback application such as Windows Media Player;
- A sound card or onboard sound chip; and,
- Speakers or headphones.

In addition, an email client that can read and display HTML-formatted emails is necessary to use some of the functions of evmDelivery.

Using EVM for Octel

EVM for Octel will use the email addresses that you previously configured to send either notifications of new voice mail messages or will deliver the messages as an attached .wav file. To access these messages, you will use your normal email client. This document will use Microsoft Outlook as an example.

This is what a normal Inbox will look with EVM for Octel messages:
evmNotify

An email notification is sent to each of the configured addresses when a message is left in your voice mailbox.

The subject and body of the email contain your mailbox number and the date and time of message:

From: evmNotify@Mutare.com
To: test@mutare.com
Subject: New Msg(s) for 88123 on Feb 11, 1:10 PM

As of 02/11/03 01:10:00 PM, Mailbox 88123 has at least one new message. This message was delivered using EVM for Octel. For more information on receiving voice messages in email, visit www.mutare.com.
evmDelivery

evDelivery sends an email to the configured email address when a voicemail message is left. A copy of the message is attached to the email. Voice messages are sent as .WAV, .MP3 or .GSM attachments, compatible with standard players. The format being used has been selected by your system administrator. If the voice message was previously forwarded, you will receive two attachments, one with the original voice message and a second with the forwarding comments.

The body of the email indicates the length of the attached voice message and the current status of your voice mailbox (total number of new and old messages).

Since the voicemail message has been attached to the email, you may forward the email to others or reply to the sender if an internal voice message.

The body of the email indicates the length of the attached voice message and the current status of your voice mailbox (total number of new and old messages).

Since the voicemail message has been attached to the email, you may forward the email to others or reply to the sender if an internal voice message.
**Listen to messages:** Double-click the attachment to open the file in a sound playback application:

![Windows Media Player]

File View Play Tools Help

Now Playing

Media Guide

Copy from CD

Media Library

Particle : Rotating Particle

Playing 06:04

EVM88123-1-031102131000-1GSM
Deleting Messages: When evmDelivery sends the voicemail message to you as an attachment, the original message still resides in your Octel mailbox. If your administrator has enabled the option, evmDelivery allows you to delete the message on the Octel server by using the evmDelivery email message.

Delete the Attached Message: Enter your PIN in the space provided and press the Delete button to delete the current message from your Octel voice mailbox. Your browser will open and a screen similar to the following will appear:

Click the Continue button to close the browser window, or wait and the window will automatically close in 5 seconds.
**Delete All Messages**: Enter your PIN in the space provided and press the **Delete All** to delete ALL messages from your Octel voice mailbox. Your browser will open and a screen similar to the following will appear:

![Delete All Voicemail Messages - Microsoft Internet Explorer](image)

You are about to delete ALL voicemail messages from your voicemail box!

Would you like to continue?

[Delete ALL] [Cancel]

If you are sure you want to delete ALL voicemail messages, click the **Delete ALL** button. Click **Cancel** if you are unsure.

**Configure Your EVM Settings**: Enter your PIN in the space provided and press the **Settings** button. Your browser will take you to the EVM Configuration page.