

# WebMessage<sup>(SM)</sup> Quick Guide



If you have purchased Integra's Premium Voicemail Box, an included feature is WebMessage<sup>(SM)</sup>, a Web interface into your voicemail box. WebMessage<sup>(SM)</sup> is a powerful tool that improves your efficiency by providing you with Web access to the voice messaging system. WebMessage<sup>(SM)</sup> provides an additional set of capabilities beyond what is available to you with the phone interface including:

- Receive, view and forward faxes
- Notifications sent to phone, email, pager, text message

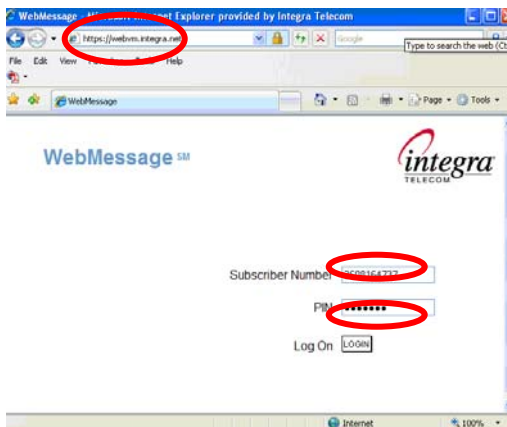
## Accessing the WebMessage<sup>(SM)</sup> Application

The WebMessage<sup>(SM)</sup> application is accessed at the following link: <https://webvm.integra.net>

*Note for New Users: It is highly recommended that you first enter the voice messaging application using the phone interface. When you enter your voice mailbox for the first time using the phone interface you will be prompted to record a mailbox greeting, record your name, and change your password.*

*You can then use your personalized password to enter the WebMessage<sup>(SM)</sup> application.*

**Figure 1: Logging In**



At the log-in screen you will enter your authentication information. The same password is used for both the phone interface and the WebMessage<sup>(SM)</sup> interface.

Subscriber Number: Enter your 10-digit mailbox number

PIN: Enter your personal password

**Detailed instructions covering the entire WebMessage<sup>(SM)</sup> application are available at <http://www.integratelecom.com/care/>. If you are interested in upgrading to the Premium offering, please contact your sales representative.**