

CallPilot Voice Mail System - CP100 or CP150
Changing Individual's Password back to Default

(Perform when locked-out or when someone leaves.)

Programming can be performed from any Norstar Telephone. The only telephones with a 2-Line Display Window are the M7310 or T7316. All other keys remain the same.



or FEATURE key



RLS or Hangup Key



Hold/Rec Off Hook Key

Press  983

Enter System Admin Password 1020000# or 120000#
1021234# or 121234#

3-digit or 2-digit ext number
3-digit or 2-digit ext number

Press OK
Press OK

2-Line Display Window shows:

Admin		
MBOX	AA	OTHR

Press MBOX

2-Line Display Window shows:

Mailbox Admin		
ADD	DEL	CHNG

Press CHNG

2-Line Display Window shows:

Mbox:		
DIR		QUIT

Enter Mailbox Number Example: 221

2-Line Display Window shows:

Password		
RESET		NEXT

Press RESET

The password will be reset to 0000 - the individual will need to change their password - see instructions on How to Set-up/Initialize a Voice Mailbox.

Press  To end.