WELCOME

Voicemail Access Numbers

(866) 828-9876

(866) 626-9876
(Some areas may require this number.)

Cavalier
TELEPHONE

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TELEPHONE

R P cav-100753

Answer your phone calls while you're away, on the Internet, sending a fax or taking another call. Your robust voice mail system has a message capacity of 15 messages and allows for remote message review. Messages will be stored for 14 days.

> **Voicemail Access Numbers**
> (866) 828-9876
> (866) 626-9876
> (Some areas may require this number.)

Set Up Your Voice Mail:

- Dial the voice mail access number that corresponds with your area.

- You will be prompted to enter your temporary password (your temporary password is the last 4 digits of your telephone number followed by the (#) key).

- Enter a new 4-8 digit password and press the (#) key. You will be prompted to confirm your password by reentering it followed by the (#) key.

- Record a name announcement followed by the (#) key. This is the identity of the voice mail box and will be attached to messages that you leave for others. Press (1) to skip this step or press (2) to record your name.

- Record your personal greeting. Press (1) if you do not wish to record a greeting. Press (2) to record a greeting. If you do not elect to record a personal greeting, the system greeting will be used. The system greeting is "The party you have called (telephone number or name if recorded) is not available, you may leave a message at the tone."

Note: If you hang up while setting up your voice mailbox, all changes will be saved.

To check your messages from home:

- Dial your own telephone number.

- When you hear the greeting, press the (*) key to interrupt the greeting.

- Listen to your recorded name.

- You will be prompted to enter the mailbox password.

- You will then hear the Main Menu.

To check your messages from a remote location:

- Dial the voicemail access number that corresponds with your area.

- When you are prompted, Enter your mailbox number, which is the same as your 10-digit telephone number followed by the (#) key.

- You will be prompted to enter the mailbox password.

- You will then hear the Main Menu.

> **HINTS:**
>
> - To save time – Use one of your speed dial numbers to store your voice mail access number.
>
> - You'll know you have voice mail messages waiting for you when you pick up the receiver on your Cavalier line and hear a stuttered dial tone (where available).

Speed Dialing

Have easy and immediate access to 8 important telephone numbers of family, friends or emergency numbers. Speed dialing connects you in an instant by letting you dial one digit instead of seven or 10 numbers.

To record, add or change a number:

- Lift the receiver and listen for dial tone.
- Press **7 4 #** .
- Wait for the dial tone.
- Dial the one digit speed dial code (between 2 and 9) that you would like to assign to a particular phone number.
- Enter that particular telephone number. Two short tones will confirm your request.

Note: When entering a number requiring an area code, you must enter 1 plus the area code followed by the number.

To Speed Dial a number:

- Lift the receiver and listen for dial tone.
- Press the speed dial number (2-9) followed by the **#** key.
- You will hear the called number ringing.

HINTS:

- Use one of your speed dial numbers to store your voice mail access number.
- Make a note of your speed dial numbers and post for easy reference.

Call Waiting

Allows you to take a second call without disconnecting from your original caller.

Instructions

- You will hear a tone indicating a second caller is on your line. Press the switch hook button once. You are now connected to the second caller.
- Upon completion of the second conversation, press the receiver hook or flash button. You are now reconnected to caller 1.

Note: If you hang up the phone, instead of pressing the receiver hook or flash button, your phone will begin to ring alerting you to pick up and resume talking to caller 1.

To Disable Call Waiting:

When you do not wish to be disturbed or interrupted during an important call you can temporarily deactivate Call Waiting.

Instructions

Before making a call:

- Lift the receiver and listen for dial tone.
- Press *** 7 0** . You will hear confirmation tone followed by dial tone.
- Dial the number you wish to call.

Note: Call Waiting will be automatically reactivated when you hang up.

HINT:

- If your telephone is equipped with caller ID display, you can see the name or number of the person on Call Waiting before connecting.

Caller ID & ID Suppression

Know who's calling before you pick up the phone. Caller ID lets you see the names and telephone numbers of incoming calls on a small display unit or display phone, and provides a convenient way to manage and track all your incoming calls.

Caller Identity Suppression (✱ 6 7) allows you to temporarily block delivery of both your telephone number and name to Caller ID equipment. This feature is then active only for the current call.

Instructions

- Lift the receiver and listen for dial tone.
- Press ✱ 6 7 and Listen for sequence of tones, followed by a dial tone. This confirms your calling identity has been suppressed.
- Continue to dial the number.

HINT:
- Feel secure by knowing who is calling you before you pick up your telephone.

Call Blocking

Block unwanted calls and interruptions. Call Block lets you select up to 6 phone numbers from your local calling area to be blocked from reaching you. You can also block incoming calls placed from the last calling number, even if the number is unknown. A blocked caller will hear a recording saying you are not presently accepting calls.

Instructions

- Lift the receiver and listen for dial tone.
- Press ✱ 6 0 and follow the prompts.
- To deactivate, press ✱ 8 0 and follow prompts.

HINT:
- Save time and avoid getting a busy signal every time you redial by using Repeat Dialing.

Call Forwarding

Redirect incoming calls to another phone number. You can change or program your forwarding number only from your home phone.

Instructions

- Lift the receiver and listen for dial tone.
- Press ***** **7** **2** (some areas may require **7** **2** **#**).
- Listen for dial tone.
- Dial the 10-digit number telephone number to which calls are to be forwarded.
- The phone you are forwarding to will ring to confirm your request. To activate this feature, the call needs to be answered. When the person answers, simply tell them you are forwarding your calls to that number and hang up. If the number is busy or the call is not answered, hang up and repeat steps above.
- Your calls will be forwarded until you deactivate the forwarding arrangement.

Note: When activated, incoming calls will ring ½ ring to remind you that the line is forwarded.

Deactivation:

- Lift the receiver and listen for dial tone.
- Press ***** **7** **3** (some areas may require **7** **3** **#**). You will hear a confirmation tone.
- Hang up.

Note: If you forward calls to a telephone number that is long distance, those charges will automatically appear on your monthly statement.

Last Call Connect

Last Call Connect provides you with information regarding your last incoming call, and the option to dial the caller back. ***** **6** **9** also works if you have Call Waiting, and hear a second call, but don't want to interrupt your conversation.

Instructions

- Lift the receiver and listen for dial tone.
- Press ***** **6** **9** . The system will announce the number, date and time of the call, and prompt you to press **1** if you want to call that number back.

If the line is busy:

- Listen for confirmation tone.
- Hang up.
- The system will attempt to complete your call for up to 30 minutes.
- When the call can be completed, your telephone will ring.

HINT:

- Last call connect is the perfect solution for those times when you hear the phone ringing and just don't make it in time to answer.

Three Way Calling

Connect three people on one call. Avoid playing phone tag and get everyone on the line at the same time, local or long distance.

Instructions

- Dial the first person (or answer an incoming call).

- While on the line with the first caller, press the receiver hook or flash button once.

- After three short tones and a dial tone, dial the number of the person you want to add to the conversation.

- After the third party is on the line, press the receiver hook or flash button once. You will be on the line with both callers. If the third party does not answer, or if the line is busy, press the receiver hook or flash button two times to reconnect to your first caller.

- To disconnect the third party from the call, press the receiver hook or flash button once. Either of your callers may disconnect at any time by hanging up. You will remain connected to the other caller. To disconnect from both callers simply hang up.

NOTE: Regional toll or long distance charges will apply.

HINT:

- Three way calling is a great way to keep in touch with family & friends.

Repeat Dialing

Don't let a busy signal slow you down. **✱ 6 6** will automatically dial a busy number for up to 30 minutes. Once the line is free, **✱ 6 6** will alert you with a ring and connect you automatically. You can use **✱ 6 6** to place calls to more than one busy number at a time.

Instructions

- After reaching a busy signal, press the receiver hook or flash button.

- Listen for dial tone.

- Press **✱ 6 6**.

- Listen for confirmation tone.

- You will hear an automated voice telling you Repeat Call will attempt the connection.

- When the number is free your phone will ring with a special ring.

Cavalier has several ways to obtain support or get needed information

Web Site: www.cavtel.com
Feature Guides, Repair Chat, and more.

Customer Care Support
Hours of Operation: M-F 7am to 5pm Eastern
                     Sat 8am to Noon Eastern
Phone: (800) 291-9699
                     (800) 291-9699 Spanish
Email: cs@cavtel.com

Note: Changes or modifications to existing accounts can only be made by primary account holder or secondary users on the account by calling Customer Care.

New Sales
Hours of Operation: M-F 8am to 9pm Eastern
                     Sat 8am to 5pm Eastern
Phone: (888) TALK-123
                     (888) 825-5123

Dial Tone Repair & Support
Hours of Operation: 24 hrs 7 days a week
Phone: (800) 291-9699
Online Report: www.cavtel.com/support/

DSL & Internet Support
Hours of Operation: 24 hrs 7 days a week
Phone: (800) 291-9699
Email: cs@cavtel.com

Pay by Phone
(800) 609-2799

Pay Online
Use your Visa, Mastercard or personal check by using the link located at www.cavtel.com/support/billing/

Pay by Mail
P.O. Box 2837
Omaha, NE 68103-2837

Pay by Cash
For Western Union locations call
(800) 325-6000 or visit www.westernunion.com
For Global Express locations call
(800) 989-6669 opt 6
For CheckFree locations call
(800) 309-7668 or visit www.checkfreepay.com

Make Automatic Payments
Download the form located at
www.cavtel.com/support/billing/automatic_payments.pdf

1) Credit Card Payment
   (print, and fax to (804) 422-4513)

2) Direct Debit Payment
   (print, attach voided check and mail to the address on the form)
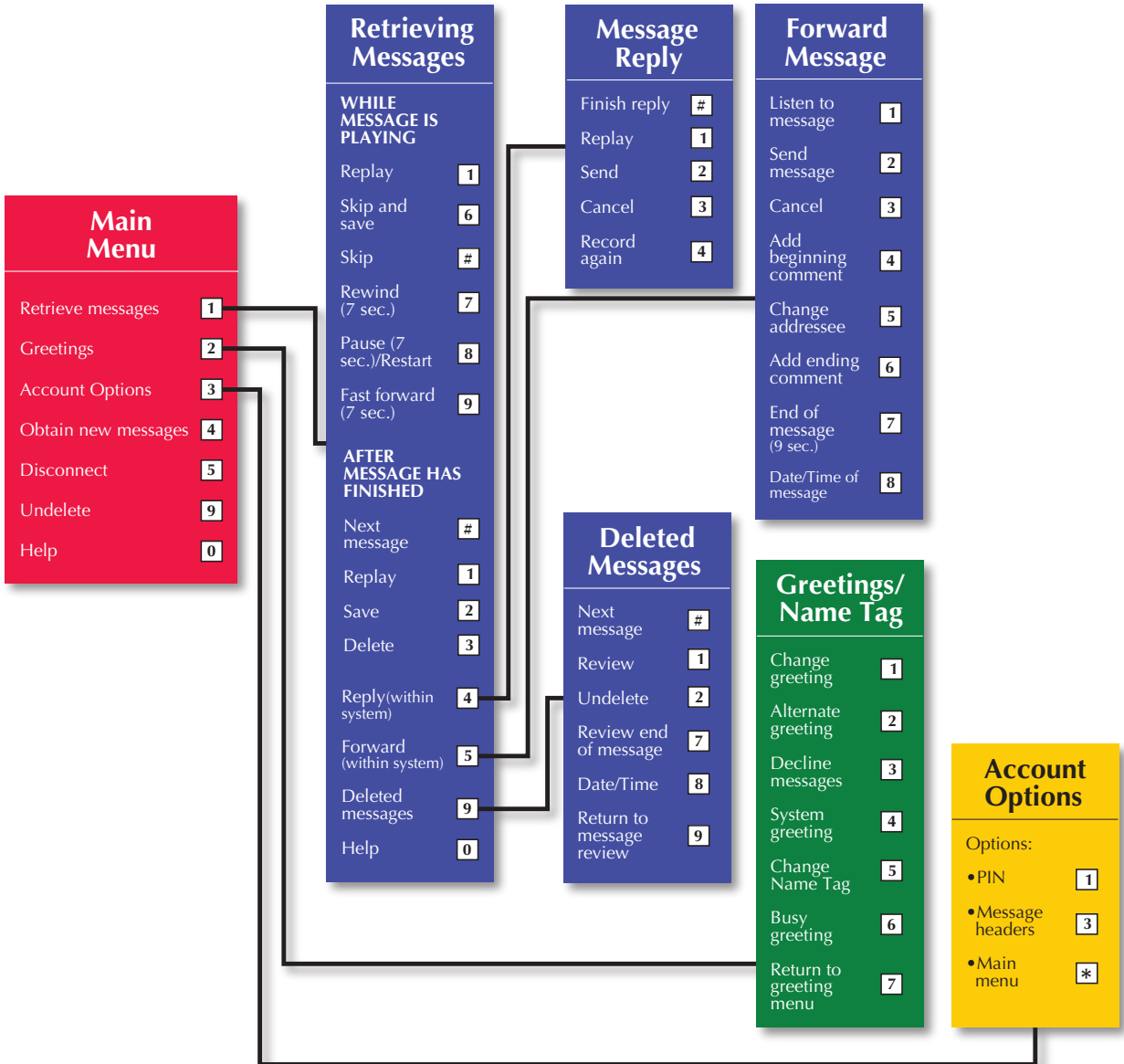
Report a Payment
(877) 729-6233 or email us at
reportmypayment@cavtel.com

Billing Inquiries
(800) 291-9699

Voice Mail Quick Reference Guide

Retrieving Messages

WHILE MESSAGE IS PLAYING

Replay	1
Skip and save	6
Skip	#
Rewind (7 sec.)	7
Pause (7 sec.)/Restart	8
Fast forward (7 sec.)	9

AFTER MESSAGE HAS FINISHED

Next message	#
Replay	1
Save	2
Delete	3
Reply (within system)	4
Forward (within system)	5
Deleted messages	9
Help	0

Message Reply

Finish reply	#
Replay	1
Send	2
Cancel	3
Record again	4

Forward Message

Listen to message	1
Send message	2
Cancel	3
Add beginning comment	4
Change addressee	5
Add ending comment	6
End of message (9 sec.)	7
Date/Time of message	8

Main Menu

Retrieve messages	1
Greetings	2
Account Options	3
Obtain new messages	4
Disconnect	5
Undelete	9
Help	0

Deleted Messages

Next message	#
Review	1
Undelete	2
Review end of message	7
Date/Time	8
Return to message review	9

Greetings/Name Tag

Change greeting	1
Alternate greeting	2
Decline messages	3
System greeting	4
Change Name Tag	5
Busy greeting	6
Return to greeting menu	7

Account Options

Options:

•PIN	1
•Message headers	3
•Main menu	*

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http://www.404manual.com

http://www.luxmanual.com

http://aubethermostatmanual.com

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http://emailbydomain.com

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