

Phone Tips

1. Voicemail

My Voicemail Password

To set up your mailbox

- Dial your home phone number.
- When the greeting begins, press the star (*) key.
- Enter temporary password (the last 4 digitals of your home phone number) when prompted.
- Follow prompts to create new password.

To access from home or away

- Dial your home phone number.
- When the greeting begins, press the star (*) key.
- Enter your password when prompted.
- Follow prompts to listen to your messages.

To permanently disable

- Call Customer Care Center 1-800-956-4401.

2. Call Waiting

To activate

- Press the switch hook or flash button on your phone to switch calls without disconnecting.
- Or hang up your phone and the incoming call will ring through immediately.

To deactivate

- Press *70 and place your call.

To permanently disable

- Call Customer Care Center 1-800-956-4401.

3. Last Caller Lookup (*69)

- Lift handset.
- Press *69 to hear the number of your last incoming call.

Please see reverse for more Phone Tips.



Phone Tips

4. Caller ID Blocking

- Press *67 before you dial the number.

5. Three-Way Calling

- Place call to the first party.
- Upon connecting to the 1st party, press switch hook or flash.
- Dial the second party.
- When second party answers, press switch hook briefly to create a 3-way connection.
- Press switch hook once to hang up SECOND party only.
- Hang up phone to disconnect all parties.

6. Call Forwarding

To activate

- Lift handset and press *72 and enter the telephone number you want to forward calls to.

To deactivate

- Lift handset and press *73.

To activate call forwarding while away from home

- See myinsight.com to find your local access number.

8. Repeat Dialing

- At busy signal, hang up, lift the handset again, and press *66,
- When line becomes available, your phone will give a special ring.
- Pick up handset and you're connected.
- Press *86 to deactivate before 30 minutes has elapsed.

9. Anonymous Call Rejection

- Press *77 to activate.
- Press *87 to deactivate.

For more information go to myinsight.com. Click on HELP.

