

Get your e-mail messages

1. Call 1-800-AOL-1234 (1-800-265-1234).
2. Say or enter your PIN and the # key. (Tip: reset your PIN anytime on your dashboard, login at dashboard.aolvoice.com)
3. If you're not calling from your registered phone number, you'll be asked to enter it. (Tip: it's listed on your dashboard).
4. Say "e-mail" or press 2 at the Main Menu.
5. Choose what e-mail you want to hear:
 - 1 New e-mail
 - 2 People I know
 - 3 Find e-mail by sender
 - 4 Old e-mail

Tip: Choosing "People I know" is the best way to avoid spam.

Manage your e-mail messages

- | | | | |
|---|-------------|---|--------------|
| 3 | Delete | 5 | Reply |
| # | Next | 7 | Rewind |
| 4 | Keep as new | 8 | Fast Forward |
| * | Previous | | |

Useful tips & short cuts

1. Barge in with a command anytime you're listening to an e-mail or options.
2. Remember that when you're in an environment with a noisy background it's best to rely on keypress commands.
3. Say "Help" anytime you're using the AOLbyPhone™ service and you'll hear more information about the area you are in.

Reply to an e-mail

To reply to an e-mail

1. Say "Reply" or press 5 to record your message.
2. Hit the # key when you're finished, follow the instructions to send.

Your recording will be sent as a sound file attachment to an e-mail.

Send an e-mail

1. Say "Send" or press 3 at the Main Menu after logging in. Or press ** to get back to Main Menu.
2. You'll be prompted to enter the first three letters of the e-mail address you want to find. Note: Your AOL® Address Book includes anyone you've sent an e-mail to as well as addresses you've added.
3. Record your message. Press the # key twice when you're finished.

Your recording will be sent as a sound file attachment to an e-mail.

Get Directory Assistance

Get unlimited business, government and residential directory assistance listings inquiries. Think of the money you'll save!

1. Call the AOLbyPhone™ service at 1-800-AOL-1234 (1-800-265-1234).
2. Say "Directory Assistance" or press 3 at the Main Menu and follow the instructions.

Get to your e-mail faster

Speed up your access to the AOLbyPhone™ service by creating Express Numbers for the phones you use frequently to access the service.

To find out more and set them up, go to your dashboard (dashboard.aolbyphone.com) and choose Settings.