

# Enable User Initialization of Voicemail box

## Introduction

When configuring mailboxes, the administrator can either create a "ready to use" mailbox for users or alternatively enable user initialization of the mailbox in order to force the user to record their name and/or change their password. This page describes the steps to enable the user initialization of the mailbox.

## Step One: Set Required Items in Voicemail Settings

1. Open the UC<sup>X</sup> Web-based Configuration Utility
2. From the **PBX** tab, select **PBX Configuration**
3. From the left side column, select **Voicemail Settings**
4. Click on the **Settings** label to display voicemail settings
5. Set items that are required during mailbox initialization to **Yes** (you can enable either **forcegreetings** or **forcename** or both)
6. Press the **Submit** button

## Voicemail Settings System Settings

System View Links: [Dialplan Behavior](#) | [Settings](#) | [Usage](#) | [Timezone Definitions](#)

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|                             |   |
|-----------------------------|---|
| adsifdn <sup>?</sup>        | <input type="text"/>  |
| adsisec <sup>?</sup>        | <input type="text"/>  |
| adsiver <sup>?</sup>        | <input type="text"/>  |
| attach <sup>?</sup>         | <input checked="" type="radio"/> yes <input type="radio"/> no |
| forcegreetings <sup>?</sup> | <input checked="" type="radio"/> yes <input type="radio"/> no |
| forcename <sup>?</sup>      | <input checked="" type="radio"/> yes <input type="radio"/> no |

## Step Two: Use Extension Numbers as the Passwords for New Mailboxes

1. When creating a new extension (or configuring a new mailbox for an existing extension), **set the password to the extension number**. The Voicemail application treats mailboxes that have the password set to the extension number as uninitialized - the user will thus be prompted for the greetings and/or name at the first login.
2. Advise the user to change the password.