

Time Change on Repartee Voice Mail

Must be done from VM computer.

Press any key on keyboard

Press F2 to sign in, use password “sandy”.

You will see a screen that says EasyMade Applications.

Press Page Down to page 5 of 7.

Press Tab or use your arrow keys to highlight the time on the right hand side.

Enter time, over existing time.

Arrow or press Enter to unhighlight the time, (time should show new time entered)

Lastly, press ESC and Yes to log out.