

COURSE DESCRIPTION



Course Name: MX-ONE Messaging UM System Administration

Course description:

MX-ONE Messaging UM System Administration will familiarise delegates with the Unified Messaging for Lotus Notes/Outlook programming principles enabling them to make changes to the system configuration at customer administration level as well as create/delete and customise mailboxes as required.

This course will also enable delegates to change Main Company Announcements and Recordings, run System Reports and carry out Backups of the Voicemail system. This course can be carried out on customers' own sites, where the instructor will help the Administrator configure the basic system and mailboxes to the customer's requirements.

Training Technique:

- ▶ Verbal instruction
- ▶ Practical demonstration
- ▶ Practical exercises
- ▶ Explanations while delegates operate individual computer terminals
- ▶ Discussion and questions and answers

Course Content:

After attending the course you will be able to use, configure and manage the following features and understand their application and benefits.

- ▶ Introduction
- ▶ User facilities TUI & GUI
- ▶ Administrator's account/mailbox
- ▶ Mailbox types
- ▶ Creating/deleting/editing subscribers/COS mailboxes message notification/forwarding/presentation
- ▶ Creating ranges of mailboxes/template editing
- ▶ Announcement/interactive mailboxes
- ▶ Distribution lists
- ▶ Outbound/visitor mailboxes
- ▶ Creating call processors
- ▶ Call processor key actions
- ▶ Automated night service
- ▶ Auto attendant and multi menu options
- ▶ Recording names/announcements/company greetings
- ▶ System configuration, answer mode and call routing
- ▶ E-mail/MX-ONE Messaging UM Integration
- ▶ RightFax integration/routing
- ▶ Installing E-mail Client GUI on workstations.

- ▶ Troubleshooting
- ▶ Reports
- ▶ System Back-ups

Who should attend:

This course has been designed for Company Telecommunications Managers, IT Personnel, Telephone Supervisors and other personnel who will be expected to carry out changes to the system configuration.

Pre-requisites:

- ▶ Users must be familiar with the windows NT applications system
- ▶ Users must have Administrator knowledge of the company E-mail system.
- ▶ An active role in telecommunications management
- ▶ An interest in telecommunications management

Cost:

On application

Duration: 3 Days

Location: Horsham/Onsite

The course runs between 10am – 4.30pm

Booking information:

To request a booking form and course availability telephone the Customer Training Department on 01403 244446 or email clienttraining.uk@damovo.com.