

FreePBX Auto-Attendant Greeting Guide

Changing your Greeting in the Auto-Attendant

- Re-recording through a feature code will override the current greeting and will have to be re-recorded if the original greeting will need to be changed back
- Dial the desired feature code from any phone on the system
 - Feature Code Holiday: *294
- Press * to re-record
- Press # when you have completed the recording
 - Save the recording, press 2
 - Listen to the recording, press 1
- You may test by calling in to your main number and wait to reach the auto-attendant
- Repeat as needed

Changing to Holiday Mode

- Press the Holiday button to enable to Holiday message
 - The button will turn red when it is on
- Press the Holiday button to disable the Holiday message
 - The button will turn green when it is off