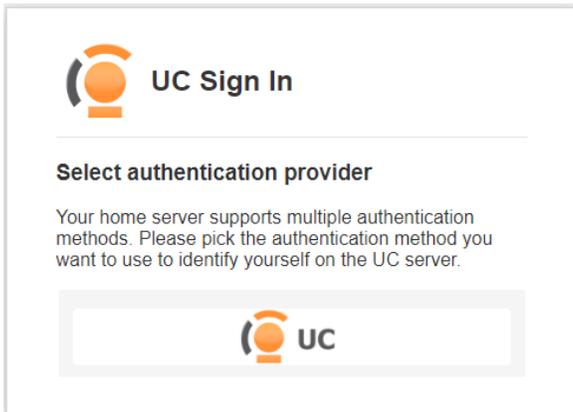


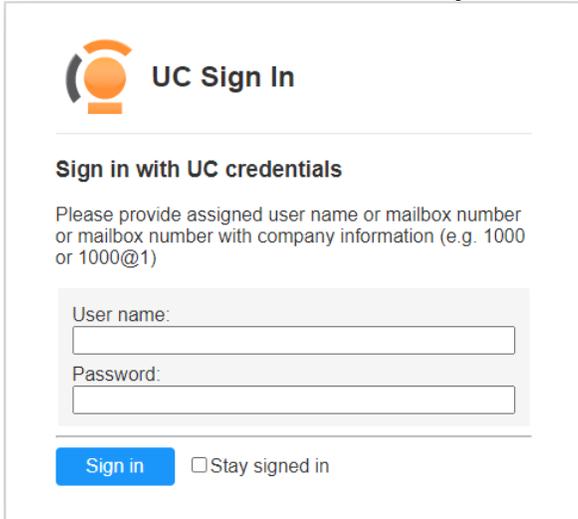
To receive email notifications of your voicemails in email do the following:

Open a browser and go to: [vmail.its.ms.gov](http://vmail.its.ms.gov)

You should now see this screen:

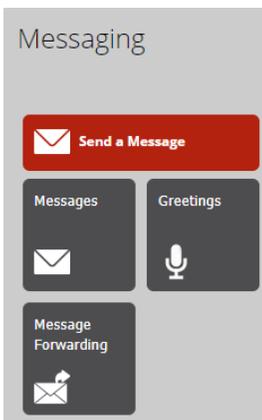


Click on the button labeled "UC" then you'll see the screen below:

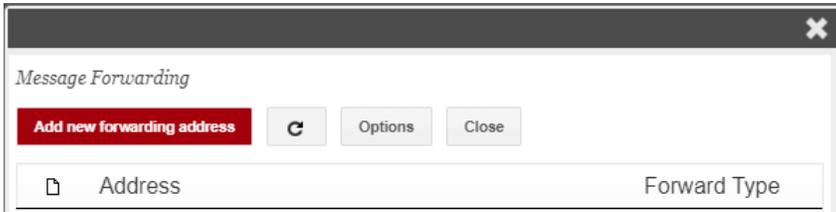


Login with your "User Name" which is your phone number and the "Password" is the password you previously changed when first signing into this website.

Click on the "Message Forwarding" option in the "Messaging" block:

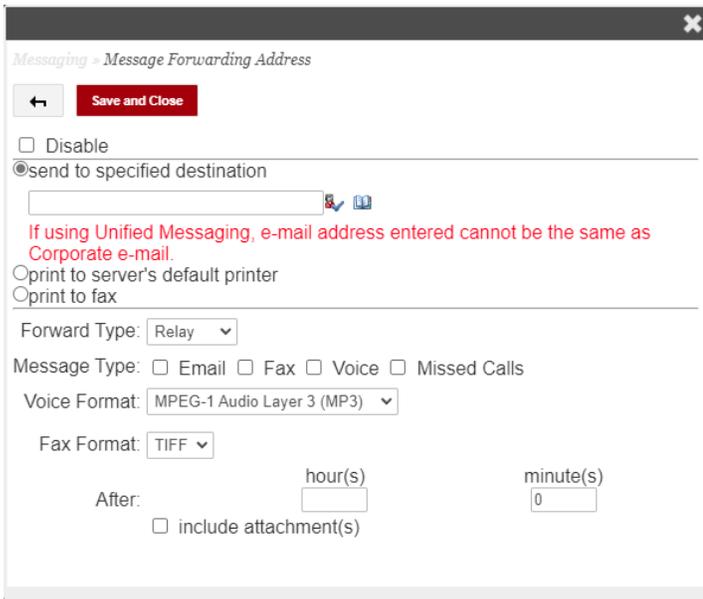


You will see the following screen:



Check to make sure you do not have a listing for forwarding your voicemail to email under the “Address” and “Forward Type” header.

If you choose to add the forward to email option then click on the button “Add new forwarding address” and the following screen will display:



Type your email address in the “send to specified destination” field. Click on the checkbox labeled “Voice” in the “Message Type” section and click the “include attachment(s)” checkbox at the bottom.

Click the “Save and Close” button at the top.

You should now receive an email notification with any new voicemail and that voicemail should be attached to the email.