BARUCH COLLEGE
Adjunct Voicemail

From Your Phone
1. Call your extension
2. Select your name from menu
3. Press * immediately after you hear the beep (Press 3 then * if key is not recognized)
4. Enter your password (The default password is 1-2-3-4)

From an Outside Line
1. Call (646) 312 + your extension
2. Select your name from menu
3. Press * immediately after you hear the beep (Press 3 then * if key is not recognized)
4. Enter your password (The default password is 1-2-3-4)

For any telephone related questions, problems, etc...
Call 646-312-BELL (2355)
OR
E-mail Voicecom@baruch.cuny.edu

Note: 1) These voice mail instructions are only for adjunct professors that share their telephone extension.
2) Adjunct voice mail boxes must be checked periodically since there is no voice mail indication.