CORVUM

Voicemail to Email Forward

1 Sign onto the Corvum portal, accessible through **www.corvum.io** **Using your existing credentials**

CORVUM

G Sign in with Google

in Sign in with LinkedIn

Sign in with Microsoft Account

or

nicolas.vecino@corvum.ca

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Don't remember your password?

LOG IN >
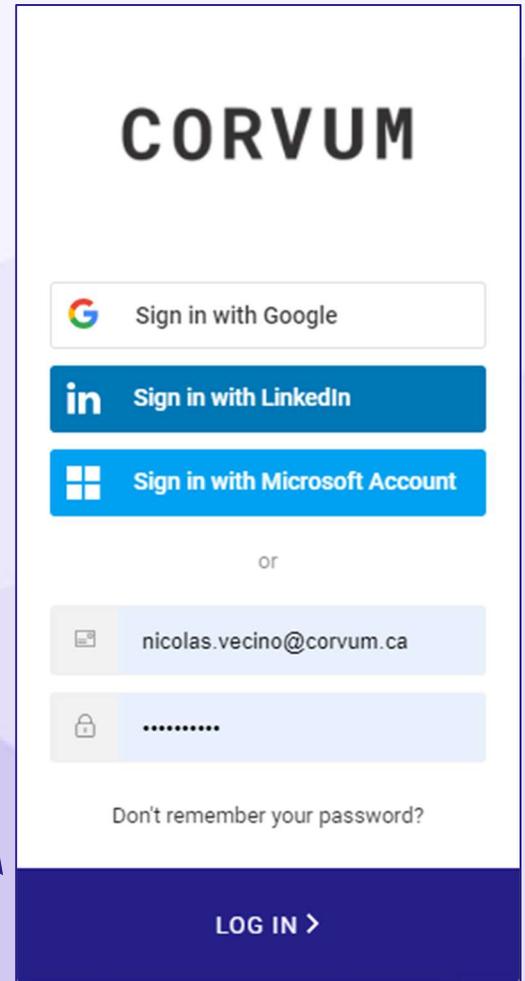
2 Navigate to the **Settings** tab, found on the left-hand side

Contacts
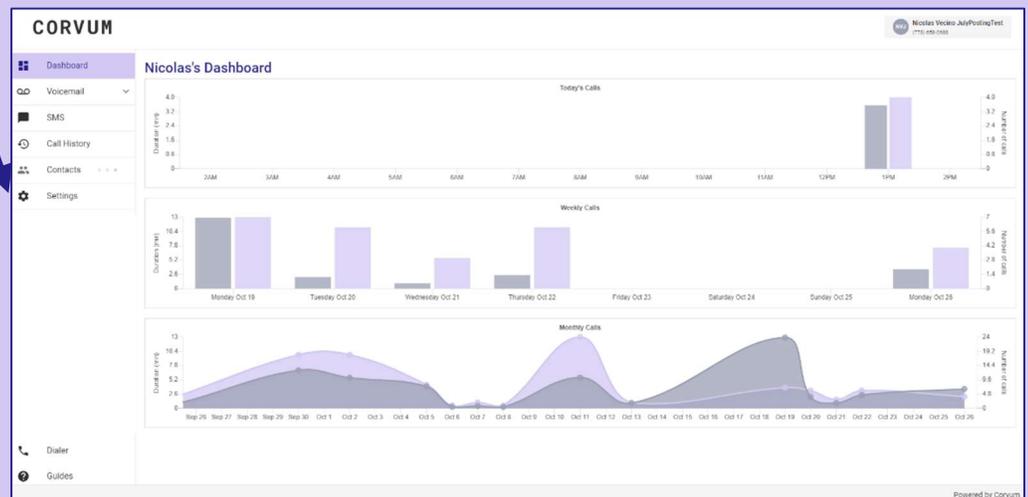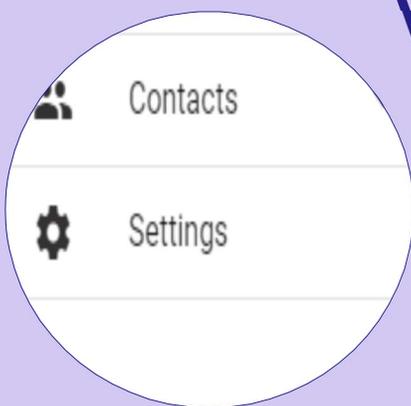
Settings

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3 Once in 'Settings' you will find an **'Voicemail'** tab under the heading. Click it.
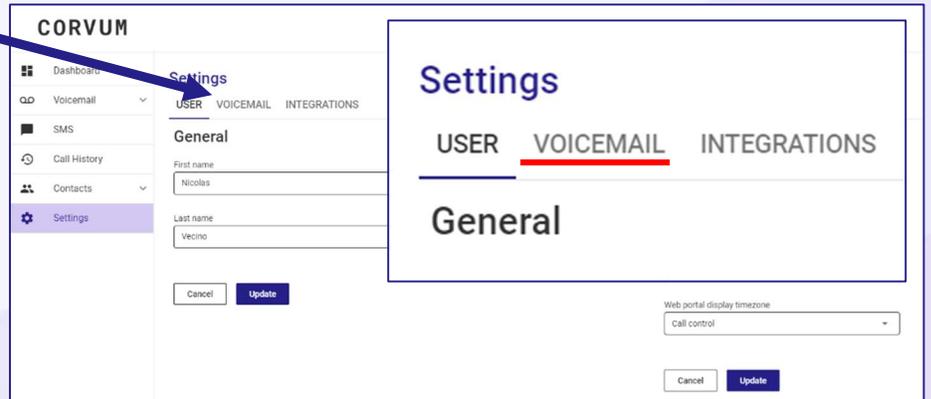
4 You will see all Voicemail boxes assigned to your user.

Most users will only have one.

To set up a Voicemail to Email forward click into the box for the desired mailbox.
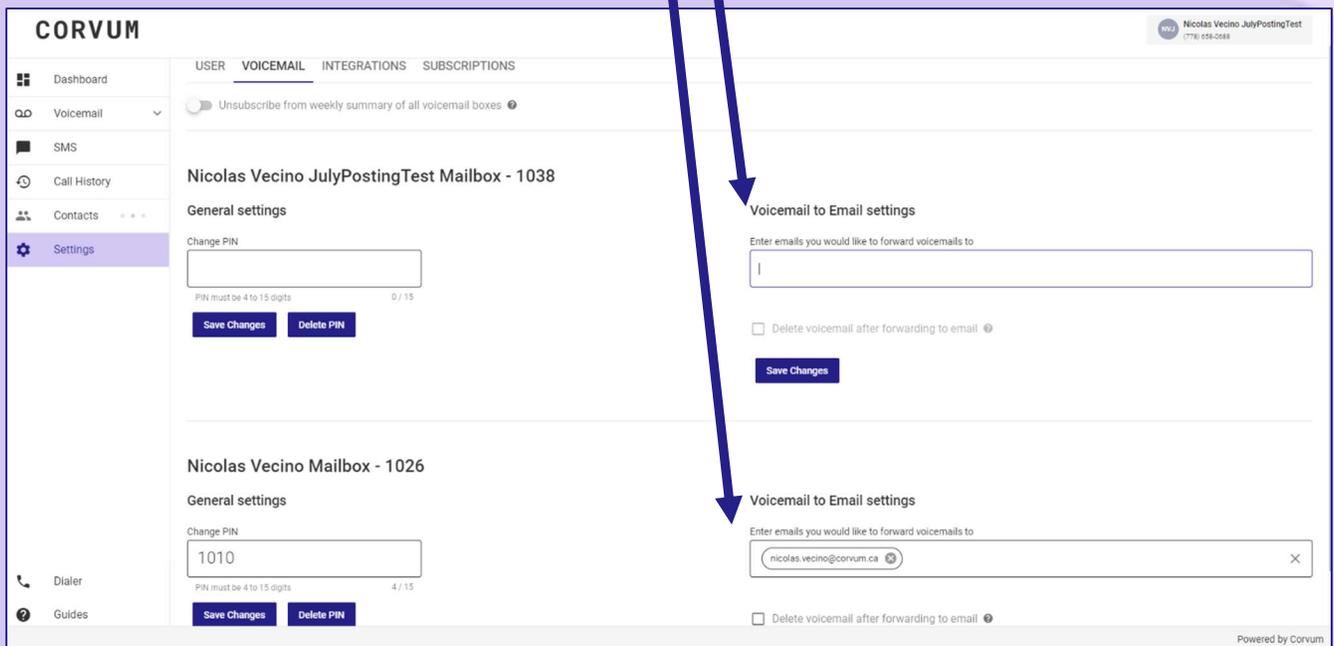
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6 Type in the desired email you would like to forward voicemails to.

Click **ENTER**

You may include multiple emails.

Voicemail to Email settings

Enter emails you would like to forward voicemails to

nicolas.vecino@corvum.ca   ✕

☐ Delete voicemail after forwarding to email ❔

Save Changes

7 Make sure to **Save Changes** before navigating away

Save Changes

Settings have been saved

Your account is will now forward voicemails to the specified email!

You can now add/remove email addresses from within Settings