

MASS VOICEMAIL DELETE

1. Log into OMNI Portal.
2. Click on the Provisioning link under Extensions

	Edit	Extension	Name	DID	E-Mail	Organization	Status	Stats	Panel
<input type="checkbox"/>		020	Deborah Kelly	1-(919)-200-7039	dkelley@dragados-usa.com	Durham NC			
<input type="checkbox"/>		021	Spare 1	1-(919)-200-7021		Durham NC			
<input type="checkbox"/>		022	Jose Martinez	1-(919)-200-7022		Durham NC			
<input type="checkbox"/>		023	Spare 3	1-(919)-200-7023		Durham NC			
<input type="checkbox"/>		024	Sean Driscoll	1-(919)-200-7024	sdriscoll@Dragados-USA.com	Durham NC			
<input type="checkbox"/>		025	Spare 5	1-(919)-200-7025		Durham NC			
<input type="checkbox"/>		026	Tim Kincaid	1-(919)-200-7026		Durham NC			
<input type="checkbox"/>		027	Spare 7	1-(919)-200-7027		Durham NC			
<input type="checkbox"/>		028	Leighann Hege	1-(919)-200-7028	lhege@dragados-usa.com	Durham NC			
<input type="checkbox"/>		029	Spare 9	1-(919)-200-7029		Durham NC			
<input type="checkbox"/>		031	Spare 10	1-(919)-200-7031		Durham NC			
<input type="checkbox"/>		032	Aaron Bogner	1-(919)-200-7032		Durham NC			
<input type="checkbox"/>		033	Spare 12	1-(919)-200-7033		Durham NC			
<input type="checkbox"/>		034	Survey Office	1-(919)-200-7034		Durham NC			
<input type="checkbox"/>		035	Spare 14	1-(919)-200-7035		Durham NC			
<input type="checkbox"/>		036	Jarrad Stewart	1-(919)-200-7036	jstewart@dragados-usa.com	Durham NC			

3. Once the extension is located, select the panel button to right of the extension.

	Edit	Extension	Name	DID	E-Mail	Organization	Status	Stats	Panel
<input type="checkbox"/>		020	Deborah Kelly	1-(919)-200-7039	dkelley@dragados-usa.com	Durham NC			

4. Once logged into the panel of the extension, select the voicemail option located on the left of the screen.

Date	Time	From	Duration
Mon Nov 30 2015	04:52:44 PM	Sasha 1-(212)-660-7300	25s
Mon Nov 30 2015	03:23:09 PM	Teresa Fitch 5112	4m 11s
Wed Nov 25 2015	08:11:43 AM	Cell Phone NC 1-(919)-901-9067	6s
Mon Nov 23 2015	02:53:54 PM	Michelle Thompson (212)-660-7327	23s
Sun Nov 22 2015	12:02:43 PM	Cell Phone NC 1-(336)-391-8787	4s
Fri Nov 20 2015	02:16:36 PM	Melanie Taylor 142	1m 58s
Fri Nov 20 2015	09:47:41 AM	Cell Phone NY 1-(347)-549-0553	7s
Fri Nov 20 2015	09:23:53 AM	Steven (212)-660-7497	27s
Thu Nov 19 2015	10:21:01 AM	Teresa Fitch 5112	2m 25s

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5. After selecting the voicemail option all the voicemails for the extension will be displayed. To delete all the messages simply check the box on the top left next to "Date". This will select all the messages, and you will be able to delete them by pressing the "Delete" button on the bottom left hand side of the screen.

The screenshot shows a web interface for voicemail management. On the left is a navigation menu with options: Overview, Voicemail, Messages, Settings, Contacts, Features, and Logout. The main area is titled 'Messages' and shows a list of messages under the heading 'Inbox - new messages (380)'. The list has columns for 'Date', 'Time', 'From', 'Duration', and 'listen'. A red circle highlights the checkbox in the first row of the table. Below the table, there are several rows of messages, some with checkboxes. At the bottom, there is a toolbar with buttons for 'delete', 'move to', 'copy to mailbox', and 'select'. The 'delete' button is circled in red.

	Date	Time	From	Duration	listen
<input type="checkbox"/>	Wed Mar 18 2015	02:55:30 PM	16472591010 TORONTO ON	23s	
<input type="checkbox"/>	Thu Mar 19 2015	09:05:44 AM	13057984196 DRAGADOS USA IN	49s	
<input type="checkbox"/>	Fri Mar 20 2015	08:25:56 AM	7026 Jeff Grigsby	18s	
<input type="checkbox"/>	Fri Mar 20 2015	04:08:36 PM	119195746839 Unavailable	1m 54s	
<input type="checkbox"/>	Mon Mar 23 2015	04:21:31 PM	828 Dean Naylor	11s	
<input type="checkbox"/>	Fri Mar 27 2015	10:37:26 AM	13367829077 Cell Phone NC	17s	
<input type="checkbox"/>	Fri Apr 03 2015	12:11:15 PM	19727252045 SIRIUS COMP SOL	17s	
<input checked="" type="checkbox"/>	Tue Nov 24 2015	06:12:30 PM	14166069467 ROHIT JUNEJA	1s	
<input checked="" type="checkbox"/>	Tue Nov 24 2015	06:17:20 PM	14166069467 ROHIT JUNEJA	13s	
<input checked="" type="checkbox"/>	Wed Nov 25 2015	01:43:05 PM	anonymous Anonymous	49s	
<input checked="" type="checkbox"/>	Mon Nov 30 2015	02:15:39 PM	5039 Rohit Juneja	8s	

Toolbar: delete | move to | Inbox - old messages | copy to mailbox | select