How do I set an additional, or extended absence, voicemail greeting?

1. Login into your voicemail
2. Press 4 to enter administrative options
3. Press 3 to modify administrative options
4. Press 2 to record your extended absence greeting
5. Press 2 to begin recording a personal extended absence greeting
6. Press pound when finished speaking
7. Press pound to keep the recorded message
8. Press 1 to block message receipt (this does not allow callers to leave a voicemail) OR Press 2 to allow message receipt (this allows callers to leave voicemails)
9. Hang up

How do I re-enable my regular voicemail greeting?

1. Login into your voicemail
2. Press 2 to clear your extended absence