

## **AVP – RESETTING PASSWORD**

1. Control Shift-1
2. Arrow down to Maintenance. Hit enter.
3. SPAVP. Hit any key.
4. Maintenance sign on (User name: Level 9 Hit enter.  
Password: 9 Hit enter.)
5. Arrow over to modules. Hit enter.
6. VM. Hit enter.
7. Mailbox Maintenance. Hit enter.
8. Edit a mailbox. Hit enter.
9. Enter # you want to work on. Hit enter.
10. Hit F10 to save and exit.
11. ESC back to configure or modules screen, then hit  
Shift F10.
12. Arrow back up to SPAVP. Hit enter.