



Portland State University CallXpress Quick Reference

Voice Mail Access Number: 503-725-7000

From your campus ext: Enter your security code

From another campus ext: Press * #, then enter your 5-digit ext and security code

From off-campus: Enter #, then enter your 5-digit extension and security code

Listen to Messages	Menu Options 1
Personal Greetings	Menu Options 3, 1, 3
Change Password	Menu Options 3, 1, 4



Portland State University CallXpress Quick Reference

Message Commands

(Use while listening to a message)

Pause/Resume	1	Replay	6
Delete	4	Undelete	*, 7, 4
Advance	9	Rewind	3
Help	#	Main Menu	*