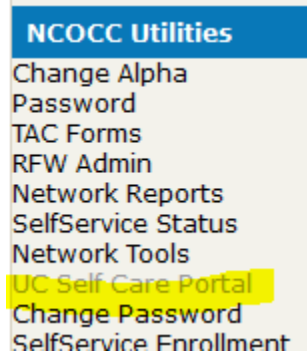


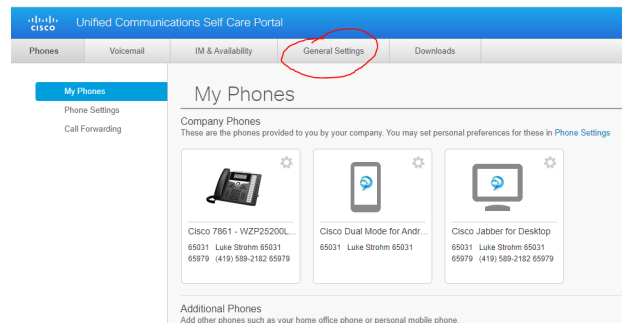
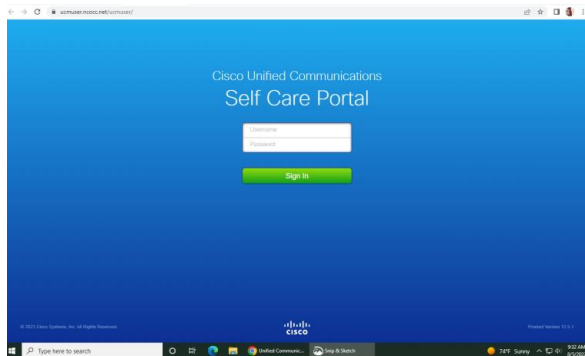
# Instructions to Change your Voice Mail PIN

*We cannot change it for you*

Log in to <https://my.ncocc.net> and click on **UC Self Care Portal** on the left side under utilities. (Or use the direct link - <https://ucmuser.ncocc.net/ucmuser/>)



Login to the portal with your **myNCOCC username and password**, click the **General Settings** tab along the top.



Under **Phone Services PIN**, change your PIN. Your PIN must be at least 5 numbers, but not your extension.

▼ Phone Services PIN

This PIN is used for Extension Mobility, Self-Provisioning and other IP phone services. The new PIN should follow minimum credential length set by the administrator and should not exceed 128 numbers in length. The PIN can only contain numbers, it cannot contain spaces, letters, or special characters.

New Phone PIN:

Confirm New Phone PIN:

Then click the **Save** button.