

Campus Telephone Service Dialing

11/6/2008

Please read the instructions below for dialing from phones on the campus telephone system. Campus telephone numbers are provided and may be changed by Hobart and William Smith Colleges.

On-Campus Emergency: Dial 3333

On-Campus Calls: Dial 4-digit extension

Local Calls: Dial 9 + 7-digit phone number

Local calls include those from Geneva (exchanges 230, 781, 787, 789, 281, 523, 620, 719, and 828) to the following exchanges:

- Geneva (all the above exchanges)
- Phelps 548
- MacDougall 585
- Waterloo 539

Accessing Voicemail: Dial 3113 (on campus) or (315) 781-3113 (off campus)

Voicemail operation instructions are available at

<http://web.hws.edu/administration/itservices/training.asp>.

Operator-Assisted/Calling Card Calls/Credit Cards/Collect or Third-party Calling: dial 9 + 1 + the toll free number of your carrier and follow instructions or wait for the operator.