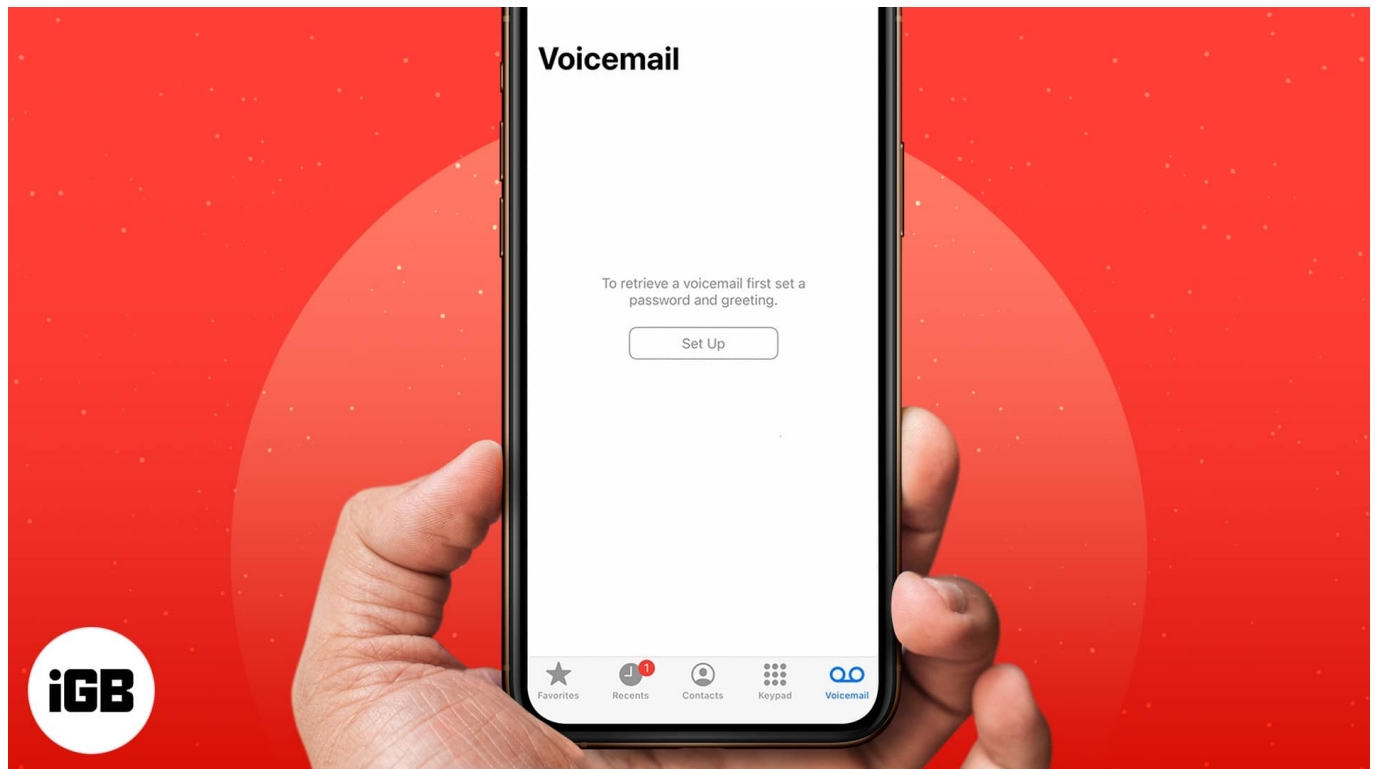


Have you recently become an iOS user? Looking to set up voicemail with a custom greeting and password? Perhaps you want to learn more about how to use it, like how to share, delete, transfer, or view the transcript of your voicemails.



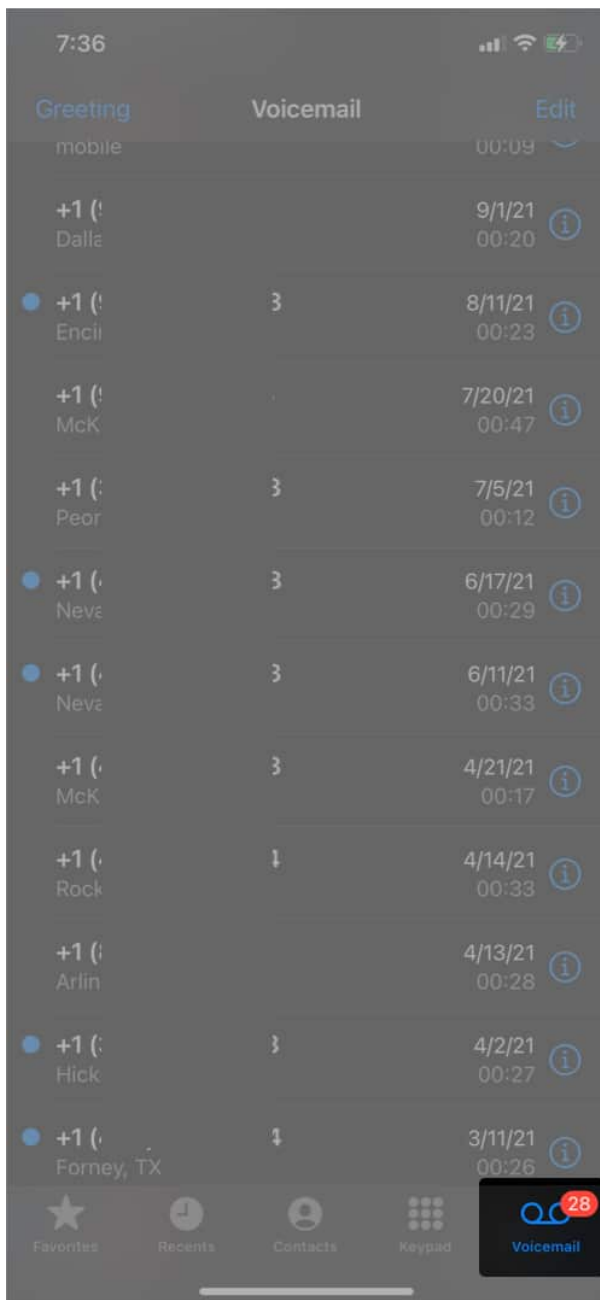
You've come to the right place. Here's everything you need to know about how to use voicemail on iPhone in iOS 15.

- [How to set up voicemail on iPhone for the first time](#)
- [Change voicemail password in iOS 15](#)
- [How to listen to, share, save, delete, or view the transcript of voicemails](#)
- [Send a voicemail on iPhone](#)

## How to set up voicemail on iPhone for the first time

1. Open your iPhone's **Phone** app.
2. Head to the **Voicemail tab** on the bottom nav bar.
3. If you're setting things up for the first time, tap **Set Up Now**.

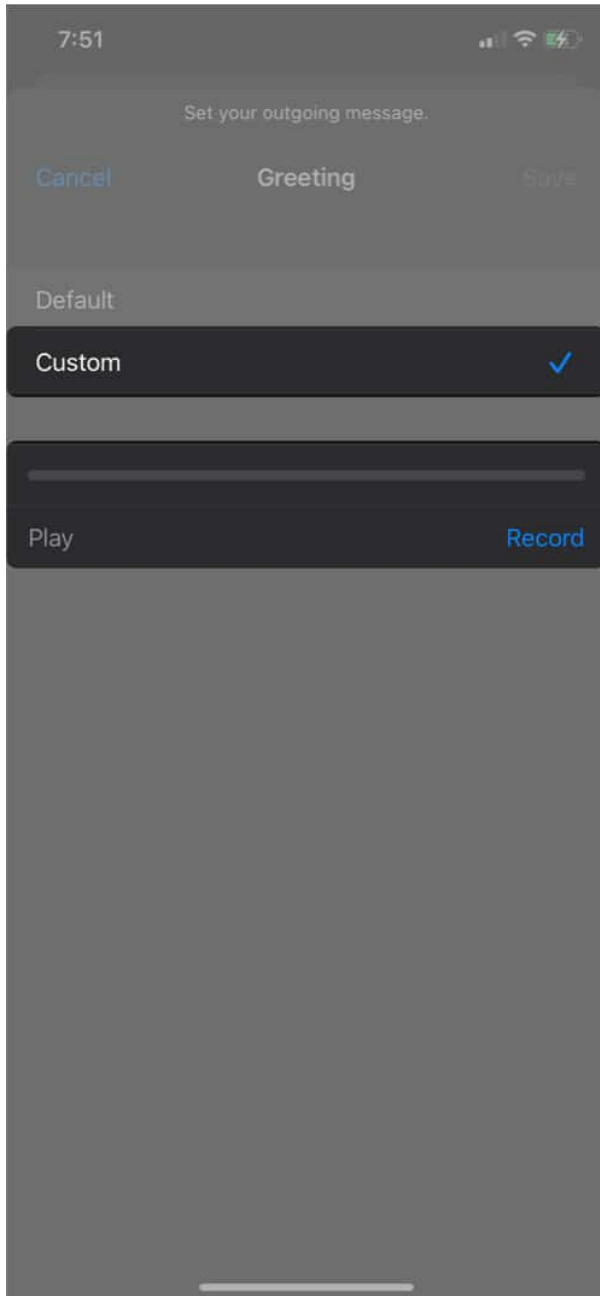
**Note:** If you're not setting up voicemail for the first time, you'll see a list of all **incoming voicemails**.



4. Create a custom **password** for your voicemail, re-enter it, then tap **Done**.

## To set up a custom greeting:

1. Tap **Greeting** in the top left corner.
2. Tap **Custom**.
3. Now, tap **Record** and speak the message you want missed callers to hear clearly into your iPhone. When you're done, press **Stop**.

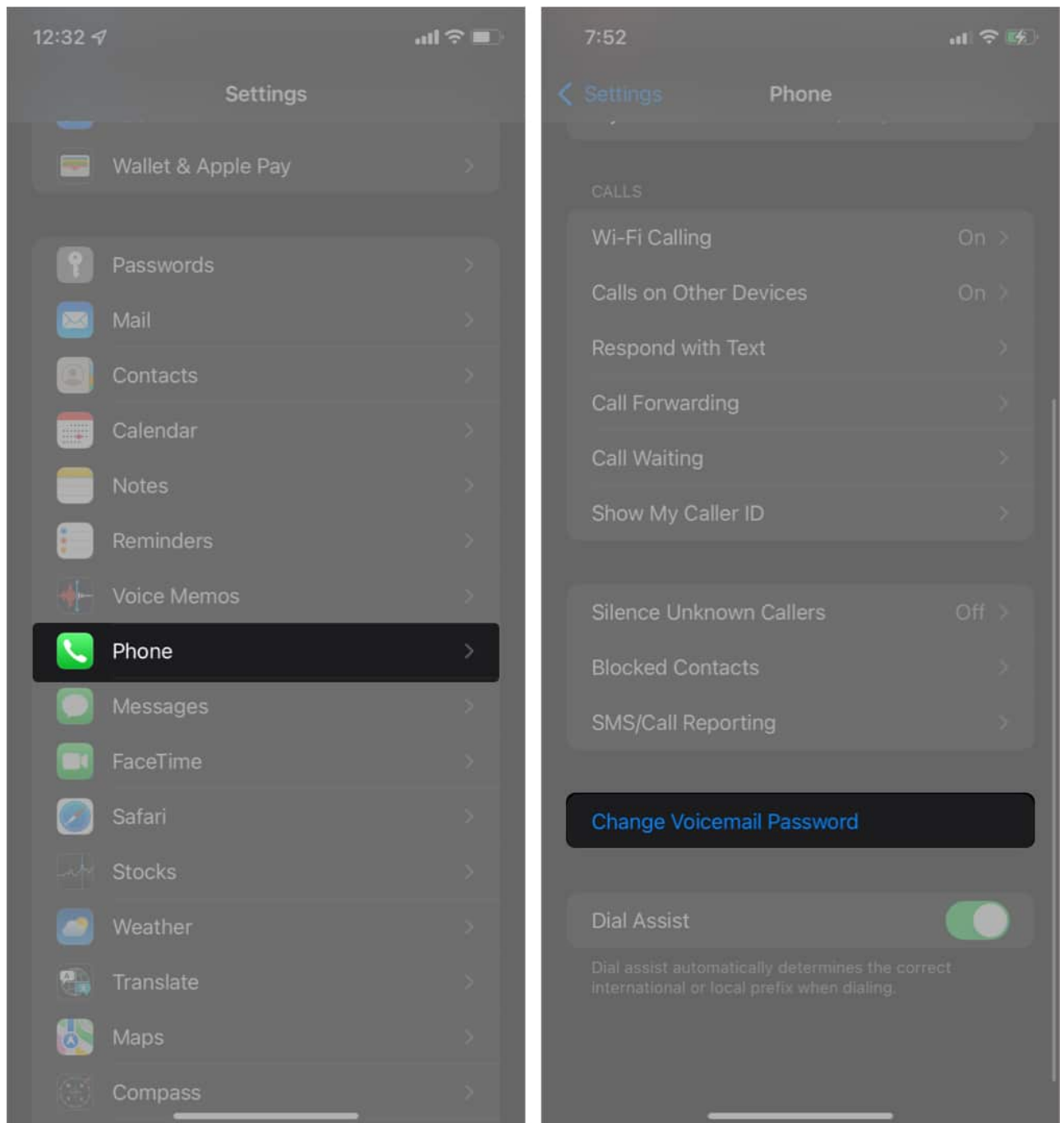


Tap **Play** to hear it back. If you're happy with it, tap **Save** in the top right corner and you're good to go. If you want to change it at any point, go back into the **Greeting** menu and select **Default**, then **Save**. Record a new custom message if you like, or leave it as the default.

That's all you have to do to activate voicemail on iPhone. Ready to learn how to set a custom password to protect your voicemails?

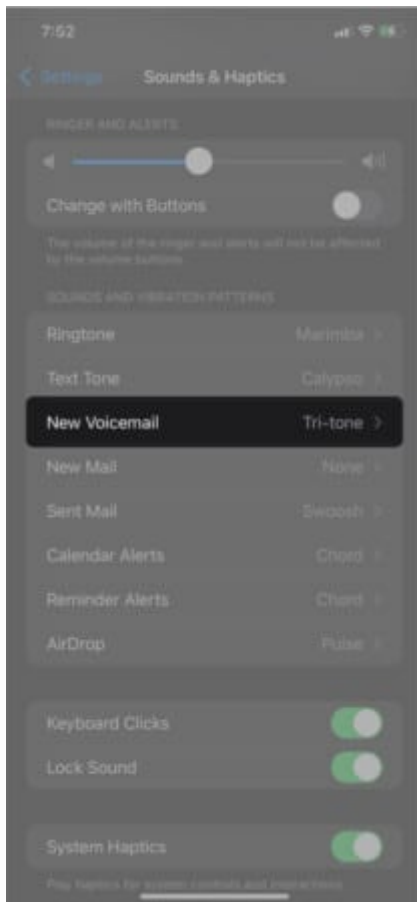
## Change voicemail password in iOS 15

1. Head to **Settings** → **Phone** → scroll down to **Change Voicemail Password**.



2. Tap it, then enter a password (you can enter up to nine digits with a minimum of four) and select **Done**. Enter your password again, then tap **Done**. That's it!

**Note:** If you want to change the sound your iPhone plays when it receives a voicemail, you can find the settings under **Settings** → **Sounds and Haptics** → **New Voicemail**.

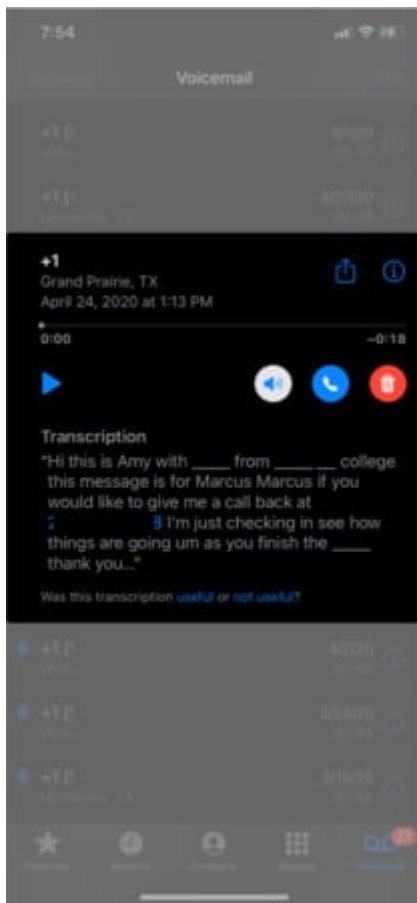


Now that you have everything set up the way you want, read on to learn what you need to know on how to use your iPhone's voicemail.

## How to listen to, share, save, delete, or view the transcript of voicemails

Remember when we set up a custom greeting under the **Voicemails** tab of the **Phone** app? That same **Voicemails** tab is what you'll use to listen to, share, or save your voicemails. To listen to a voicemail, simply tap one from the list, then hold your iPhone up to your ear.

**Note:** This is how you'll view voicemail transcripts, as well. Tap one from the list and the Transcription is displayed under the **play**, **callback**, and **trash** icons.



It should play automatically, though this feature doesn't always seem to work. If it doesn't play automatically, tap the **play** icon. If you want to play the voicemail on speaker mode, tap the speaker icon to change it from blue on white to white on blue.

To share a voicemail, tap on one and then tap the **share** icon at the top of the card. Select the contact or app you want to share the voicemail with (you'll need to confirm the send on some apps, such as **Messages**).

**Note:** This is also how you'll save a voicemail, simply by "sharing" it to your **Voice Memos** or **Files**.

To delete a voicemail, select it, then tap the **trash** icon. Off it goes, taking up storage space no more. If you want to delete multiple voicemails at once, tap **Edit** in the top right corner. Select all voicemails you wish to **Delete** or **Mark as Read** (tap the respective button for what you want to accomplish). Then tap **Done**.



That's all there is to it.

## How to send a voicemail on iPhone

We've all made a call that doesn't go through. When prompted to leave a message (either by the default voicemail response or a custom one), speak clearly and hang up when you're finished with your message.

That's all you have to do to send a voicemail on your iPhone.

### Wrapping up...

So, now you know how to record a custom greeting, edit your voicemail's custom password, share, save, and delete voicemails, and view their transcripts. That's everything you need to know about how to set up and use voicemail on iPhone.

Have any questions? Get stuck along the way? Ask away in the comments below and we'll get back to you.

## **We think you'd like:**

- [25 Best iOS 15 hidden features to try on your iPhone](#)
- [Apple's Self Service Repair: Everything you should know](#)
- [How to set up your iPhone for gaming](#)