Resetting Voicemail Pin via Outlook Web App

Go to www.lbcc.edu

Click on ‘QUICKLINKS’ and select ‘Outlook Web App’ from the drop down menu

Log into the Outlook Web App using your employee ID and LBCC password
Once logged into the OWA

Click on the gear wheel in the top right hand corner.

Select ‘Options’ from the drop down menu.
Click the ‘Phone’ tab to the left.
reset PIN

Reset the PIN you use to access your mailbox from a phone. You’ll receive your temporary PIN in an email. You can then change your temporary PIN from the phone the next time you call Outlook Voice Access.

Scroll down and click the ‘Reset my voice mail PIN’ link

reset PIN

Are you sure you want to reset your PIN?

yes  no

Confirm Reset by clicking ‘yes’

An email is then generated in your email box confirming your temporary password.

You can now dial x5900 from any phone on campus or (562)-938-5900 from any otherside line to change your password, just follow the prompts.