Preface

This preface describes the purpose, audience, organization, and conventions of this guide and provides information on how to obtain related documentation.

The preface covers these topics:

Purpose

The *Administration Guide for Cisco Unified Communications Manager Business Edition 3000* provides conceptual information about Cisco Unified Communications Manager Business Edition 3000 and its components as well as tips for setting up features by using the Cisco Unified Communications Manager Business Edition 3000 First Time Setup Wizard and the Cisco Unified Communications Manager Business Edition 3000 Administrative Interface.

Audience

The *Administration Guide for Cisco Unified Communications Manager Business Edition 3000* provides information for network administrators who are responsible for managing the Cisco Unified Communications Manager Business Edition 3000 system. This guide requires knowledge of telephony and IP networking technology.

Organization

The following table shows the organization of this guide:

Part	Description
Part 1	"Introduction to Cisco Unified Communications Manager Business Edition 3000" Provides an overview of the Cisco Unified Communications Manager Business Edition 3000 system, including the components that you need to use the system; provides an overview of working in the GUIs; provides information on licensing
Part 2	"Configuration Checklists for Cisco Unified Communications Manager Business Edition 3000" Provides information on how to perform common tasks, such as setting up music on hold or configuring shared lines
Part 3	"Field Descriptions for the Graphical User Interfaces" Provides the descriptions for the fields that display in the various GUIs
Part 4	"Troubleshooting in Cisco Unified Communications Manager Business Edition 3000" Provides information on how to troubleshoot your Cisco Unified Communications Manager Business Edition 3000 system

Conventions

This document uses the following conventions:

Convention	Description
boldface font	Commands and keywords are in **boldface**.
italic font	Arguments for which you supply values are in *italics*.
[ ]	Elements in square brackets are optional.
{ x	y	z }	Alternative keywords are grouped in braces and separated by vertical bars.
[x	y	z]	Optional alternative keywords are grouped in brackets and separated by vertical bars.
string	A nonquoted set of characters. Do not use quotation marks around the string or the string will include the quotation marks.
`screen` font	Terminal sessions and information the system displays are in `screen` font.
`boldface screen` font	Information you must enter is in `boldface screen` font.
italic screen font	Arguments for which you supply values are in *italic screen* font.
⟶	This pointer highlights an important line of text in an example.
^	The symbol ^ represents the key labeled Control—for example, the key combination ^D in a screen display means hold down the Control key while you press the D key.
< >	Nonprinting characters, such as passwords, are in angle brackets.

Notes use the following conventions:

Note Means *reader take note*. Notes contain helpful suggestions or references to material not covered in the publication.

Timesavers use the following conventions:

Timesaver Means *the described action saves time*. You can save time by performing the action described in the paragraph.

Tips use the following conventions:

Tip Means *the information contains useful tips.*

Cautions use the following conventions:

Caution Means *reader be careful*. In this situation, you might do something that could result in equipment damage or loss of data.

Warnings use the following conventions:

Warning **This warning symbol means danger. You are in a situation that could cause bodily injury. Before you work on any equipment, you must be aware of the hazards involved with electrical circuitry and familiar with standard practices for preventing accidents.**

Obtaining Documentation and Submitting a Service Request

For information on obtaining documentation, submitting a service request, and gathering additional information, see the monthly *What's New in Cisco Product Documentation*, which also lists all new and revised Cisco technical documentation, at:

http://www.cisco.com/en/US/docs/general/whatsnew/whatsnew.html

Subscribe to the *What's New in Cisco Product Documentation* as a Really Simple Syndication (RSS) feed and set content to be delivered directly to your desktop using a reader application. The RSS feeds are a free service and Cisco currently supports RSS Version 2.0.

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This product contains cryptographic features and is subject to United States and local country laws governing import, export, transfer and use. Delivery of Cisco cryptographic products does not imply third-party authority to import, export, distribute or use encryption. Importers, exporters, distributors and users are responsible for compliance with U.S. and local country laws. By using this product you agree to comply with applicable laws and regulations. If you are unable to comply with U.S. and local laws, return this product immediately.

Further information regarding U.S. export regulations may be found at
http://www.access.gpo.gov/bis/ear/ear_data.html.