

Customizing the Cisco Unified MeetingPlace Express User Interface

Revised: May 1, 2006, OL-6664-04

The Cisco Unified MeetingPlace Express system allows you to customize the End-User Interface. This chapter contains the following topics:

- About Customizing End-User Pages, page 11-1
- About Voice Prompts, page 11-4

About Customizing End-User Pages

You can customize the fields on some of the pages that the end user sees. See these sections for more information:

- Adding a Custom Graphic to the Cisco Unified MeetingPlace Express End-User Interface, page 11-1
- Deleting a Custom Graphic from the Cisco Unified MeetingPlace Express End-User Interface, page 11-2
- Customizing the End User's Schedule Meeting Page, page 11-3
- Customizing the End User's Edit Profile Page, page 11-4

Adding a Custom Graphic to the Cisco Unified MeetingPlace Express End-User Interface

You can add your company's logo, or another custom graphic, to the Cisco Unified MeetingPlace Express End-User Interface. This graphic displays in the upper left corner.

Follow these guidelines:

- The graphic is only displayed in the End-User Interface and not in the Administration Center.
- The dimensions of the graphic must be 106 x 52 pixels.
- The graphic must be in .gif or .jpg format.
- You can only have one custom graphic uploaded at a time. To upload a different custom graphic, delete the current custom graphic. See the "Deleting a Custom Graphic from the Cisco Unified MeetingPlace Express End-User Interface" section on page 11-2.

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Follow this procedure to add a custom graphic:

Procedure

- **Step 1** Log in to Cisco Unified MeetingPlace Express.
- **Step 2** Click **Administration** at the top of the page.
- **Step 3** On the left side of the page:
 - a. Click Customize Interface.
 - b. Click Add Logo.

Cisco Unified MeetingPlace Express displays the Add Logo page.

Step 4 To add a custom graphic, enter the fully-qualified pathname of the file containing the custom graphic to add or click **Browse** to locate the file.

Step 5 Click Upload File.

The system displays the custom graphic that you just uploaded in a small window.

Step 6 Click Save.

Related Topics

- About This Page: Add Logo, page B-3
- Deleting a Custom Graphic from the Cisco Unified MeetingPlace Express End-User Interface, page 11-2
- About Customizing End-User Pages, page 11-1

Deleting a Custom Graphic from the Cisco Unified MeetingPlace Express End-User Interface

You can only have one custom graphic uploaded at a time. If you already have a custom graphic uploaded and displayed on the End-User Interface, and you want to display a different custom graphic, you must first delete the current custom graphic.

Follow this procedure to delete a custom graphic from the Cisco Unified MeetingPlace Express system:

Procedure

- **Step 1** Log in to Cisco Unified MeetingPlace Express.
- **Step 2** Click **Administration** at the top of the page.
- **Step 3** On the left side of the page:
 - a. Click Customize Interface.
 - b. Click Add Logo.

Cisco Unified MeetingPlace Express displays the Add Logo page. The system displays the current custom graphic in a small window.

- **Step 4** To delete this custom graphic, click **Delete**.
- Step 5 When the confirmation pop-up window appears, click OK.The system displays a message stating that the company logo was successfully removed.

Related Topics

- About This Page: Add Logo, page B-3
- Adding a Custom Graphic to the Cisco Unified MeetingPlace Express End-User Interface, page 11-1
- About Customizing End-User Pages, page 11-1

Customizing the End User's Schedule Meeting Page

You can choose which fields end users see when they schedule a meeting on the Schedule Meeting page in the End-User Interface. Follow these steps:

Procedure

- **Step 1** Log in to Cisco Unified MeetingPlace Express.
- **Step 2** Click **Administration** at the top of the page.
- **Step 3** On the left side of the page:
 - a. Click Customize Interface.
 - b. Click Customize Schedule Meeting Page.
- **Step 4** Configure the fields, which are described in the "About This Page: Customize Schedule Meeting Page" section on page B-48. For each field:
 - If you select Basic Settings, the field is displayed on the Schedule Meeting page.
 - If you select Advanced Settings, the field is displayed when end users click **More options** on the Schedule Meeting page.
- **Step 5** In the **Show** column, check each field that you want displayed. To hide a field, clear the checkbox.
- Step 6 Click Save.

Related Topics

- About This Page: Customize Schedule Meeting Page, page B-48
- About Customizing End-User Pages, page 11-1

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Customizing the End User's Edit Profile Page

You can choose which fields end users see when they edit their user profiles. Follow these steps:

Procedure

Step 1	Log in to Cisco Unified MeetingPlace Express.
Step 2	Click Administration at the top of the page.
Step 3	On the left side of the page:
	a. Click Customize Interface.
	b. Click Customize Edit User Profile Page.
	Cisco Unified MeetingPlace Express displays the Customize the Edit Profile Page page.
Step 4	Configure the fields, which are described in the "About This Page: Customize the Edit Profile Page" section on page B-50.
Step 5	In the Show column, check each field that you want displayed. To hide a field, clear the checkbox.

Step 6 Click Save.

Related Topics

- About This Page: Customize the Edit Profile Page, page B-50
- About Customizing End-User Pages, page 11-1

About Voice Prompts

You can customize the voice prompts that end users hear when they use Cisco Unified MeetingPlace Express. A voice prompt is a single voice file and a sentence is a string of individual prompts. You cannot customize the order of individual voice prompts in a sentence but you can customize individual prompts. Examples of individual prompts include:

- "1"
- "Press 1"
- "To attend a meeting"
- "Enter the meeting ID followed by the pound key."
- long music files

All voice prompt files are called *s*<*number*>*.wav* where <number> corresponds to the prompt number as managed by the VUI (voice user interface) code.

Voice prompts are stored in different locations depending on whether they are standard voice prompts or custom voice prompts. Voice prompts are also stored in different locations depending on the language in which they are recorded.



A locale is a version for a specific language and region. For example, US English is English for the United States and UK English is English for the UK. Although both use the English language, they are different locales.

• Standard US English voice prompts are stored in the following directory:

/opt/cisco/meetingplace_express/afs/prompts/en_US/

• Standard voice prompts in other languages are stored in similar subdirectories. For example, German voice prompts might be stored in the following directory:

/opt/cisco/meetingplace_express/afs/prompts/fr_FR/

 Custom voice prompts are stored in language-specific subdirectories under the following directory: /opt/cisco/meetingplace_express/afs/custom/



Cisco Unified MeetingPlace Express assumes that all prompts are in the G.711 format only.

See these sections for more information:

- Customizing Voice Prompts, page 11-5
- Deleting Custom Voice Prompts, page 11-6

Customizing Voice Prompts

Before you can customize a voice prompt, be sure to complete these steps.

Before You Begin

- Step 1 Determine the name, number, and location of the voice prompt you want to customize. See Voice Prompts Reference for Cisco Unified MeetingPlace Express, which contains the number and text for each voice prompt in Cisco Unified MeetingPlace Express.
- **Step 2** Open and set up the Sound Recorder application.



The Sound Recorder application is just one of many commercially-available sound recording tools. This procedure describes how to record a custom prompt using the Sound Recorder application, but this can also be done using other applications.

Follow these steps:

- a. On your PC, go to Start > Programs > Accessories > Entertainment > Sound Recorder.
- **b.** Choose **File > Properties**.
- c. Click Convert Now....
- d. From the Format drop-down list, choose CCITT u-Law.
- e. From Attributes, select 8.000 kHz, 8-bit, mono.
- f. Click OK.
- g. On the Properties for Sound dialog box, click OK.

- **Step 3** Record the custom voice prompt.
- Step 4 Save the custom voice prompt with the same filename as the voice prompt you want to replace.All voice prompt files are called s<*number*>.wav where <*number*> corresponds to the prompt number.

After you have recorded the custom voice prompt, follow these steps to upload it to the Cisco Unified MeetingPlace Express system.

Procedure

- **Step 1** Log in to Cisco Unified MeetingPlace Express.
- **Step 2** Click **Administration** at the top of the page.
- **Step 3** On the left side of the page:
 - a. Click Maintenance.
 - **b.** Click **Custom Prompts**.

Cisco Unified MeetingPlace Express displays the Custom Prompts page.

Step 4 To add a custom voice prompt to the Cisco Unified MeetingPlace Express system, enter the fully-qualified pathname of the file containing the custom voice prompt to add or click Browse to locate the file.

Tip

You named the file in Step 4 above.

Step 5 Click Upload File.

Step 6 Restart the Cisco Unified MeetingPlace Express system to activate the custom voice prompt.

The Cisco Unified MeetingPlace Express system automatically uses the custom voice prompt because it has overwritten the original voice prompt.

Related Topics

- About This Page: Custom Prompts, page B-46
- About Voice Prompts, page 11-4

Deleting Custom Voice Prompts

This topic describes how to delete custom voice prompts.



You can only delete custom voice prompts; you cannot delete standard voice prompts.

Procedure

- **Step 1** Log in to Cisco Unified MeetingPlace Express.
- **Step 2** Click **Administration** at the top of the page.
- **Step 3** On the left side of the page:
 - a. Click Maintenance.
 - **b.** Click **Custom Prompts**.

Cisco Unified MeetingPlace Express displays the Custom Prompts page.

- **Step 4** Do one of the following:
 - To delete one or more custom voice prompts, select those you want to delete, and click **Delete Custom Prompt(s)**.
 - To delete all custom voice prompts, click Delete All.

Related Topics

- About This Page: Custom Prompts, page B-46
- Customizing Voice Prompts, page 11-5
- About Voice Prompts, page 11-4

About Voice Prompts

