



QUICK START GUIDE



Configuring the Microsoft OCS Plug-in for Cisco Unified Videoconferencing Manager Release 5.6

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1 Configuring the Microsoft OCS Plug-in

Procedure

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- Step 1** Open the OCS 2007 client.
The CUVCM window displays at the bottom of the OCS client screen.
 - Step 2** Click the **Virtual Room Settings** link to access your virtual room profile.
 - Step 3** (Optional) Modify your virtual room name and PINs.
 - Step 4** To access a virtual room or to join an ad hoc meeting, enter the virtual room number or the meeting ID in the Meeting ID field and click **Join**.
 - Step 5** If the meeting is PIN-protected, enter the PIN in the Meeting PIN field and click **OK**.



Note OCS client video sessions do not support functionalities such as chat, invite or file sending.

- Step 6** On the client machine desktop, answer the incoming call from the MCU.
The call connects and the CUVCM window indicates that the meeting is in progress.



Note When an OCS client connects to the MCU for the first time, you might need to wait a few seconds before the video displays correctly.

Step 7 Click **Moderate** to open the Conference Control screen for managing live meetings.

Step 8 Enter the Moderator PIN if the meeting is protected.

Step 9 Click **OK** to display the Cisco Unified Videoconferencing Manager Conference Control screen.

Step 10 To disconnect from the meeting, perform one of the following:

- Terminate the call from the video window, or
- Click **Disconnect** in the CUVCM window.

Once the call is disconnected, the entry screen is displayed again in the CUVCM window.

2 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>

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