

MeetingPlace for Outlook Invitations Are Blank

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Introduction

This procedure provides the system manager with configuration items to check in the event Cisco MeetingPlace for Outlook invitations are blank.

Prerequisites

Requirements

There are no specific requirements for this document.

Components Used

The information in this document is based on Cisco MeetingPlace for Outlook version 3.4.2.x.

The information in this document was created from the devices in a specific lab environment. All of the devices used in this document started with a cleared (default) configuration. If your network is live, make sure that you understand the potential impact of any command.

Conventions

For more information on document conventions, refer to the Cisco Technical Tips Conventions.

Problem

The invitations in Cisco MeetingPlace for Outlook are blank.

Solution

If the Cisco MeetingPlace for Outlook custom form is installed and you can schedule MeetingPlace meetings from Outlook, but the meeting invitations are blank, follow these instructions:

1. Open Microsoft Outlook 98 or Outlook 2000 on the scheduling machine.
2. On the Outlook toolbar, click the **Tools** tab and choose **Options**.
3. Click the **Other** tab and choose **Advanced Options**.
4. Click **Add-In Manager** and verify that the MeetingPlace Calendar Scheduler extension is there and checked.

5. If it is not, click **Install** and enter the path to the Addins folder (usually C:\Program Files\Microsoft Office\Office\Addins). Double-click **MPExt.ecf**, and then click **OK** three times.

Related Information

- **Conferencing Software**
 - **Voice Technologies**
 - **Voice, Telephony and Messaging Devices**
 - **Voice Software**
 - **Recommended Reading: Troubleshooting Cisco IP Telephony**
 - **Technical Support – Cisco Systems**
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