

Delete a Recurring MeetingPlace Meeting with Microsoft Outlook and All Meetings with the Same ID Are Erased

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Introduction

This document explains how Cisco MeetingPlace for Outlook functions at the deletion of recurring meetings.

Prerequisites

Requirements

There are no specific requirements for this document.

Components Used

The information in this document is based on MeetingPlace for Outlook, all versions.

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.

The Effects of Meeting Deletion

This section explains the process and effects of deletion of a recurring meeting in MeetingPlace for Outlook.

1. The user schedules a recurring meeting through MeetingPlace for Outlook. An example of a recurring meeting is a weekly or monthly meeting. The type of meeting is not important.
2. One or more meetings occur.

Note: The number of meetings that have taken place does not matter.

3. The scheduler of the meetings deletes the future meetings that remain through Outlook. These meetings all have the same meeting ID. In order to perform the deletion, the scheduler selects the *all occurrences* option. This action erases the user meetings with the same meeting ID from the MeetingPlace server and the user Outlook Calendar. The action also deletes all records of related past

meetings as well as future meetings.



Caution: There is potential for unintentional loss of meeting records. Be aware of the effects that this document describes before you delete meetings with the *all occurrences* option through Outlook.

Related Information

- **Voice Technology Support**
 - **Voice and IP Communications Product Support**
 - **Recommended Reading: Troubleshooting Cisco IP Telephony**
 - **Technical Support – Cisco Systems**
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