

# MeetingTime Port Utilization Report

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## Introduction

This document explains how to determine what percentage you will see on the Port Utilization Report when 100 percent of your schedulable ports are booked out.

## Prerequisites

### Requirements

There are no specific requirements for this document.

### Components Used

The information in this document is based on Cisco MeetingTime (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.

## Determine the Percentage

Complete these steps:

1. Determine the number of schedulable ports you have set. Check your Cisco MeetingTime setting under **Configure tab > Server Configuration**. The calculation is:

$$\begin{array}{r} \text{number of conference ports} \\ \text{number of contingency ports} \\ \text{number of floater ports} \\ + \text{ number of overbook ports} \\ \hline \\ = \text{number of schedulable ports} \end{array}$$

2. Determine the percentage when all of your schedulable ports have been booked out. The calculation is:

[number of schedulable ports (from Step 1) / number of conference ports] x 100 = the percentage of your schedulable ports booked out.

Example:

```
120 conference ports
-   1 contingency port
-   5 floater ports
+   20 overbook ports
-----
134 schedulable ports

[134 / 120] x 100 = 112%
```

When you view the Port Utilization Report and the dotted line reflects 112 percent, your system is completely booked out.

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## Related Information

- [Voice Technology Support](#)
- [Voice and Unified Communications Product Support](#)
- [Recommended Reading: Troubleshooting Cisco IP Telephony](#)
- [Technical Support – Cisco Systems](#)

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