

MeetingTime Meeting Reservation Recording Parameters

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Introduction

This document describes the Cisco MeetingTime meeting recording parameters when scheduling a meeting.

Before You Begin

Requirements

There are no specific requirements for this document.

Components Used

The information in this document is based on these hardware and software versions.

- Cisco MeetingTime all versions.

Conventions

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

Details

User Profile Settings

In the user profile, there are three settings associated with the meeting recording:

- Able to record meetings This field sets the user's privilege to record a meeting.
- Record meeting This field reserves the meeting recording space.
- Auto-start recording This field automatically turns on the meeting recording given the recording space is reserved.

Voice License Not Installed

This section describes settings for when the Cisco MeetingNotes voice license is not installed on the Cisco MeetingPlace Server.

- The record meeting parameter is disabled.
- Auto-start recording is disabled.

Voice License Is Installed

This section describes settings for when the Cisco MeetingNotes voice license is installed on the Cisco MeetingPlace Server.

- Profile is set to: Able to record meetings = Yes.
 - ◆ For scheduling a new meeting:
 - ◇ Record meeting parameter can be set in the profile settings.
 - ◇ Auto-start recording parameter can be set in the profile settings.
 - ◆ For a previously scheduled meeting:
 - ◇ Record meeting parameter is set from the scheduler's profile.
 - ◇ Auto-start recording parameter is set from the scheduler's profile.
- User profile set to not allow to record.
 - ◆ Scheduling a new meeting:
 - ◇ Record meeting parameter = No.
 - ◇ Auto-start recording parameter = No.
 - ◆ For a previously scheduled meeting:
 - ◇ Record meeting parameter is set from the scheduler's profile.
 - ◇ Auto-start recording parameter is set from the scheduler's profile.

Recording Privilege Scenarios

The table below summarizes scenarios for users who have the recording privilege:

Record Meeting	Auto-Start Recording	Recording Space Reserved	How To Turn On Recording
Yes	Yes	Yes	Automatically turned on when the user presses * to stop music, or after a second party joins the meeting.
Yes	No	Yes	#61
No	No	No	#61 (if space available)
No	Yes	No	#61 (if space available)

Note: For meetings scheduled with Record Meeting set to No, if the recording was turned on during the meeting, the Record Meeting field will be updated to Yes when viewing the meeting details from the Cisco MeetingTime Schedule, Attend, or Review tabs.

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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