



Global Directory

Global Directory for the Cisco CallManager Release 3.0 contains every user within a Cisco CallManager directory. The Cisco CallManager directory is a Lightweight Directory Access Protocol (LDAP) directory that imports device and extension information from the database, and its primary purpose is to maintain the associations of devices with users. You can add users manually, or import them from an existing corporate LDAP directory.

You can access the Global Directory by using either of the following searches:

- Basic User Search
- Advanced User Search

Additional Information

The following list contains additional information related to this section:

- User Information, page 41-1

Related Procedures

The following list contains procedures related to this section:

- Using Basic User Search, page 42-2
- Using Advanced User Search, page 42-3

Using Basic User Search

The following procedure contains information about how to use the Global Directory Basic User Search engine.

**Tips**

The Basic User search looks for substrings. For example, if you enter 'jo', the search finds users named John, Joe, JimmyJo, etc.

Procedure

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- Step 1** Open Cisco CallManager Administration.
- Step 2** Click **User > Global Directory**. The page refreshes to the Basic User Search page.
- Step 3** Enter the name of the user for whom you are searching in the User Search field. The page refreshes again to the specific user information you requested.
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Additional Information

- Global Directory, page 42-1
- User Information, page 41-1

Related Procedures

- Using Advanced User Search, page 42-3
- Adding a User, page 41-2

Using Advanced User Search

The following procedure contains information about how to use the Global Directory Advanced User Search engine.

**Tips**

Use ORs with multiple entries in a single field, and ANDs across fields. For example, if you enter:

First Name: john jane
Last Name: jones smith
UserID: jjones jsmith

the search will be for (firstname='john' OR 'jane') AND lastname='jones' OR 'smith') AND (userid='jjones' OR 'jsmith').

Procedure

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- Step 1** Open Cisco CallManager Administration.
 - Step 2** Click **User > Global Directory**.
 - Step 3** Click **Advanced Search**. The page refreshes to the Advanced User Search page.
 - Step 4** Enter the first name of the user for whom you are searching in the First Name field.
 - Step 5** Enter the user's last name in the Last Name field.
 - Step 6** Enter the user's Userid in the User ID field.
 - Step 7** Click **Search**. (Click the **Clear** button if you want to clear all fields and start over.) The page refreshes to the specific user information you requested.
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**Note**

If you wish to refine a search after executing it, there is a link present on the returned list which allows you to change the search. When refining a search, three action buttons are present: **Submit**, **Clear**, and **Reset**. Reset populates the fields with the last search attempted. If you click on a name of a user listed as the result of a search, you are sent to the User Configuration page, from which you can go to the Associate Devices page. Users are listed in pages of 20. You can move to different pages of the results by clicking **Next Page**, **Previous Page**, or go directly to a particular page by clicking the page number.

Additional Information

- Global Directory, page 42-1
- User Information, page 41-1

Related Procedures

- Using Basic User Search, page 42-2
- Adding a User, page 41-2