



## Configuring Conference Bridges

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Conference Bridge for Cisco CallManager (release 3.0 and later) is an application designed to allow both Ad-Hoc and Meet-Me voice conferencing. Each conference bridge is capable of hosting several simultaneous, multi-party conferences.



### Note

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The hardware model type for Conference Bridge contains a specific Media Access Control (MAC) address and device pool information.

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### Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
- Using an Ad-Hoc Conference Bridge, page 33-4
- Using a Meet-Me Conference Bridge, page 33-5
- Adding a Software Conference Device, page 33-6
- Adding a Hardware Conference Device, page 33-8
- Updating a Conference Device, page 33-10
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# Understanding Conference Devices

For conferencing, you must determine the total number of concurrent users (or audio streams) required at any given time. Then you create and configure a device to support the calculated number of streams. These audio streams can be used for one large conference, or several small conferences. For example, a conference device that was created with 20 streams would provide for one conference of 20 participants, or five conferences with four participants each (or any other combination that adds up to 20 total participants). The total number of conferences supported by each conference device is calculated by taking the total number of streams (for example, 20) and dividing by three. Therefore, in the example, you can have twenty divided by three (20/3) or six conferences supported by the conference device.

**Caution**

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Although conference devices can be installed on the same PC as the Cisco CallManager, we strongly recommend against this. If conference devices are installed on the same PC as the Cisco CallManager, it can adversely affect the performance on the Cisco CallManager.

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**Note**

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Conference devices configured only for software support G.711 codecs, however, configuring for hardware provides transcoding for G.711, G.729 and G.723 codecs.

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**Related Topics**

- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
- Using an Ad-Hoc Conference Bridge, page 33-4
- Using a Meet-Me Conference Bridge, page 33-5
- Adding a Software Conference Device, page 33-6
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## Two Types of Conferences: Meet-Me and Ad-Hoc

Cisco CallManager supports both Meet-Me conferences and Ad-Hoc conferences. Meet-Me conferences allow users to dial into a conference. Ad-Hoc conferences allow the conference controller to let only certain participants into the conference.

Meet-Me conferences require that a range of directory numbers be allocated for their exclusive use. When a Meet-Me conference is set up, the conference controller selects a directory number and advertises it to members of the group. The users call the directory number to join the conference. Anyone who calls the directory number while the conference is active, joins the conference. (This is true provided that the maximum number of participants specified for that conference type has not been exceeded, and sufficient streams are available on the conference device.)

Ad-Hoc conferences are controlled by the conference controller. The conference controller individually calls and adds each participant to the conference. Any number of parties can be added to the conference up to the maximum number of participants specified for Ad-Hoc conferences, and provided that sufficient streams are available on the conference device.

### Related Topics

- Understanding Conference Devices, page 33-2
- Using an Ad-Hoc Conference Bridge, page 33-4
- Using a Meet-Me Conference Bridge, page 33-5
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## Using an Ad-Hoc Conference Bridge

When you initiate an Ad-Hoc conference, you are considered the conference controller. In an Ad-Hoc conference, only a conference controller can add participants to a conference. If other participants attempt to conference, the Cisco CallManager ignores the signals.

When the conference controller initiates a conference call, the Cisco CallManager places the current call on hold, flashes the conference lamp, and provides dial tone to the user. At the dial tone, the conference controller dials the next conference participant and when the user answers, presses Conference again to complete the conference. The Cisco CallManager then connects the conference controller, the first participant, and the new conference participant to a conference bridge. Each participant's Cisco IP Phone display reflects the connection to the conference.

Participants can leave a conference by simply hanging up and terminating the conference call.

A conference continues even if the conference controller hangs up, although the remaining conference participants cannot add new participants to the conference.

### Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
- Using a Meet-Me Conference Bridge, page 33-5
- Adding a Software Conference Device, page 33-6
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## Using a Meet-Me Conference Bridge

When you initiate a Meet-Me conference by pressing Meet-Me on the phone, you are considered the conference controller. The conference controller provides the directory number for the conference to all attendees, who can then dial that directory number to join the conference. If other participants in a Meet-Me conference press Meet-Me, the Cisco CallManager ignores the signals.

The conference controller selects a directory number from the range specified for the conference device. The Cisco CallManager Administrator should provide the conference directory number range to users so they can access the feature.

When you, the conference controller, initiate a conference call by pressing Meet-Me, the Cisco CallManager provides dial tone to you. At the dial tone, you can dial the conference directory number to create the conference. The Cisco CallManager then connects you to the conference.

Participants can join the conference by dialing the specified directory number. You hear a tone each time a participant joins the conference. Participants can leave a conference by hanging up the conference call.

A conference continues even if you, the conference controller, hangs up.

### Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
- Using an Ad-Hoc Conference Bridge, page 33-4
- Adding a Software Conference Device, page 33-6
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## Adding a Software Conference Device

This section describes how to add a software conference device. For Conference Bridge hardware configuration see the “Adding a Hardware Conference Device” section on page 33-8.



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**Note** The service must be installed in order to perform this procedure.

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### Before You Begin

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured. See the “Server” section on page 11-1.
- Device pools must be configured. See the “Configuring Device Pools” section on page 17-1.

### Procedure

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- Step 1** Open Cisco CallManager Administration.
- Step 2** Click **Service > Conference Bridge**.
- Step 3** Select **Software** in the Model Type field.
- Step 4** Enter a name for the conference device, up to 15 alphanumeric characters, in the Device Name field.



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**Note** If the specified device name is longer than 15 characters, the device will not be able to successfully register with the Cisco CallManager.

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- Step 5** Enter any description for the conference device in the Device Description field.

- Step 6** Select a device pool from the drop-down list box in the Device Pool field, to which you want this conference device assigned. You can choose one of the available device pools, or you can select the default device pool.
- Step 7** Select a server from the drop-down list box in the Server Name field.
- Step 8** Enter the maximum number of streams you want to allow on this device, or keep the default number, in the Full Duplex Streaming Endpoint Count field.
- Step 9** Enter the maximum number of seconds you want to allow calls or conferences to stay connected in the event of a Cisco CallManager failure, or keep the default number, in the Orphan Stream Time Out field.



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**Note** When a Cisco CallManager goes down, the calls to the conferences that were on that Cisco CallManager are called orphans. The orphaned calls or conferences will stay up for the length of time you have allocated for Orphan Stream Time Out.

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- Step 10** Select **True** or **False** in the Run Flag field. True determines when you want a run flag.



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**Note** The Run Flag provides a way to disable functionality without removing devices.

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- Step 11** Click **Insert**. The page refreshes and a message displays stating that the Conference Bridge device must be reset in order for the changes to take effect. Click **OK**.
- The page refreshes again, showing information, including the status, for the device you just added. Each device is listed on the left side of the page.
- Step 12** Click **Reset Device** and follow the instructions in the Reset Device dialog box.

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### Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
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## Adding a Hardware Conference Device

This section describes how to add a hardware conference device. For Conference Bridge software configuration, see the “Adding a Software Conference Device” section on page 33-6.



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**Note** The service must be installed in order to perform this procedure.

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### Before You Begin

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured. See the “Server” section on page 11-1.
- Device pools must be configured. See the “Configuring Device Pools” section on page 17-1.

### Procedure

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- Step 1** Open Cisco CallManager Administration.
- Step 2** Click **Service > Conference Bridge**.
- Step 3** Select **Hardware** in the Model Type field.
- Step 4** Enter the device MAC address (must be at least 12 characters) in the MAC address field.

The Device Description field is automatically generated from the MAC address you provide.

- Step 5** Enter any special load information into the Special Load Information field, or leave blank to use default.
- Step 6** Select a device pool from the drop-down list box or choose **Default**, in the Device Pool field.
- Step 7** Click **Insert**. A message displays stating that the Conference Bridge device must be reset in order for the changes to take effect.
- Step 8** Click **OK**. The page refreshes and displays the conference device you just added. The device should appear in the list on the left side of the page.
- Step 9** Click **Reset Device** and follow the instructions in the Reset Device dialog box.
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### Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
- Using an Ad-Hoc Conference Bridge, page 33-4
- Using a Meet-Me Conference Bridge, page 33-5
- Adding a Software Conference Device, page 33-6
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# Updating a Conference Device

This section describes how to update a Conference Device.



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**Note** The service must be installed in order to perform this procedure.

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## Before You Begin

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured. See the “Server” section on page 11-1.
- Device pools must be configured. See the “Configuring Device Pools” section on page 17-1.
- Conference device must be configured. See the “Understanding Conference Devices” section on page 33-2.

## Procedure

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- Step 1** Open Cisco CallManager Administration.
  - Step 2** Click **Service > Conference Bridge**.
  - Step 3** Select the Conference Bridge device you want to update from the list on the left side of the page. The page refreshes showing the device you want to update.
  - Step 4** Make the desired changes to the device. When you have completed your changes, click **Update**. A message displays stating that the Conference Bridge device must be reset in order for the changes to take effect.
  - Step 5** Click **OK**. The page refreshes showing the updated device information.
  - Step 6** Click **Reset Device** and follow the instructions in the Reset Device dialog box.
  - Step 7** Repeat steps 1 through 6 to update other conference devices.
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## Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3

- Using an Ad-Hoc Conference Bridge, page 33-4
- Using a Meet-Me Conference Bridge, page 33-5
- Adding a Software Conference Device, page 33-6
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## Deleting a Conference Device

This section describes how to delete a Conference Device.



**Note** The service must be installed in order to perform this procedure.

### Before You Begin

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured. See the “Server” section on page 11-1.
- Device pools must be configured. See the “Configuring Device Pools” section on page 17-1.
- Conference device must be configured. See the “Configuring Conference Bridges” section on page 33-1.

### Procedure

- Step 1** Open Cisco CallManager Administration.
- Step 2** Click **Service > Conference Bridge**.
- Step 3** Select the device you want to delete from the list on the left side of the page. The page refreshes, showing the device you selected.

- Step 4** Click **Delete**. A message displays stating that you are about to permanently delete the device, and that this action cannot be undone.
- Step 5** If you wish to continue with the deletion, click **OK**, otherwise click **Cancel**.  
The page refreshes again, and the conference device you deleted is removed from the list of devices, and all active calls are terminated.
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### Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
- Using an Ad-Hoc Conference Bridge, page 33-4
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## Updating Conference Bridge Parameters

This section describes how to update Conference Bridge Parameters.

### Before You Begin

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured. See the “Server” section on page 11-1.
- Device pools must be configured. See the “Configuring Device Pools” section on page 17-1.
- Cisco CallManager must be configured. See the “Configuring Cisco CallManager” section on page 12-1.

## Procedure

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- Step 1** Open Cisco CallManager Administration.
- Step 2** Click **Service > Conference Bridge**.
- Step 3** Click **Conference Bridge Parameters** from either the top right-hand corner or the bottom right-hand corner of the page.
- The page refreshes and the Conference Bridge Parameters page appears.
- Step 4** Select a device pool from the drop-down list box or choose **Default**. The Cisco CallManagers in this device pool appear in the box to the left of the page.
- Step 5** Highlight the Cisco CallManager on which you want to update the conference parameters. The maximum number of users configured for both an Ad-Hoc conference and a Meet-Me conference using Unicast appear in the fields to the right of the page.
- Step 6** Change the maximum number of users accordingly and click **Update**.



**Note** You must reset each Conference Bridge device after making updates for the changes to take effect. To do this, click **Conference Bridge Configuration** and select the Conference Bridge device you want to reset. Next, click **Reset Device** and follow the instructions in the Reset Device dialog box. Changes will only take place when there are no active calls. When you click **Restart**, the changes are made immediately, and active calls are terminated.

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## Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
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## Adding a Meet-Me Number Pattern

This section describes how to add a Meet-Me Number Pattern.

### Before You Begin

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured. See the “Server” section on page 11-1.
- Device pools must be configured. See the “Configuring Device Pools” section on page 17-1.

### Procedure

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- Step 1** Open Cisco CallManager Administration.
  - Step 2** Click **Service > Conference Bridge**.
  - Step 3** Click **Meet-Me Number/Pattern Configuration**, from either the top right-hand corner or the bottom right-hand corner of the page.  
The page refreshes and the Meet-Me Number/Pattern Configuration page appears.
  - Step 4** Enter a Meet-Me Numbers/pattern in the Pattern field.
  - Step 5** Select a partition from the scroll menu in the Route Partition field. See the “Configuring Partitions” section on page 21-1 for more information.
  - Step 6** Click **Insert**. The page refreshes and the new Meet-Me Numbers pattern appears in the list on the left side of the page.
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**Related Topics**

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
- Using an Ad-Hoc Conference Bridge, page 33-4
- Using a Meet-Me Conference Bridge, page 33-5
- Adding a Software Conference Device, page 33-6
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- Updating Conference Bridge Parameters, page 33-12
- Updating a Meet-Me Number Pattern, page 33-15
- Deleting a Meet-Me Number Pattern, page 33-17
- Configuring Partitions, page 21-1

## Updating a Meet-Me Number Pattern

This section describes how to update a Meet-Me Number Pattern.

**Before You Begin**

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured. See the “Server” section on page 11-1.
- Device pools must be configured. See the “Configuring Device Pools” section on page 17-1.
- Meet-Me Number/Pattern must be configured. See the “Adding a Meet-Me Number Pattern” section on page 33-14.

**Procedure**

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- Step 1** Open Cisco CallManager Administration.
- Step 2** Click **Service > Conference Bridge**.

**Step 3** Click **Meet-Me Number/Pattern Configuration**, from either the top right-hand corner or the bottom right-hand corner of the page.

The page refreshes and the Meet-Me Number/Pattern Configuration page appears.

**Step 4** Highlight the Meet-Me Numbers pattern you want to update from the list on the left side of the page. The page refreshes again and the pattern you chose appears in the pattern field.



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**Note** You can change the number or pattern as needed (example, changing 5000 to 500X).

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**Step 5** Select a new route partition from the scroll list and click **Update**.

The page refreshes and the pattern is updated with the new route partition information.

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### Related Topics

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- Adding a Meet-Me Number Pattern, page 33-14
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- Configuring Partitions, page 21-1

# Deleting a Meet-Me Number Pattern

This section describes how to delete a Meet-Me Number Pattern.

## Before You Begin

The following prerequisites must be met before proceeding with the steps:

- Servers must be configured
- Device pools must be configured
- Meet-Me Number/Pattern must be configured

## Procedure

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- Step 1** Open Cisco CallManager Administration.
  - Step 2** Click **Service > Conference Bridge**.
  - Step 3** Click **Meet-Me Number/Pattern Configuration**, from either the top right-hand corner or the bottom right-hand corner of the page.  
The page refreshes and the Meet-Me Number/Pattern Configuration page appears.
  - Step 4** Highlight the Meet-Me Number/Pattern you want to delete from the list on the left side of the page. The page refreshes again.
  - Step 5** Click **Delete**. A message displays stating that you are about to permanently delete this pattern and that this action cannot be undone.
  - Step 6** Click **OK** to continue, or **Cancel** to cancel the deletion.
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## Related Topics

- Understanding Conference Devices, page 33-2
- Two Types of Conferences: Meet-Me and Ad-Hoc, page 33-3
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