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## Release Notes

### *Cisco MeetingPlace for Notes 4.2.7*

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## Table of Contents

<b>1</b>	<b>Overview</b> .....	<b>4</b>
<b>2</b>	<b>Obtaining Documentation</b> .....	<b>4</b>
<b>3</b>	<b>Hardware Compatibility/Requirements</b> .....	<b>4</b>
<b>4</b>	<b>Software Compatibility/Requirements</b> .....	<b>4</b>
	4.1 <i>System Requirements</i> .....	4
	4.2 <i>MeetingPlace System</i> .....	4
	4.3 <i>MeetingPlace Gateways</i> .....	5
	4.3.1 <i>MeetingPlace Web</i> .....	5
<b>5</b>	<b>New Features</b> .....	<b>5</b>
	5.1 <i>Web-Only Implementation</i> .....	5
	5.2 <i>New Look to the MeetingPlace Tab</i> .....	5
	5.3 <i>Improved Click to Attend Link</i> .....	5
	5.4 <i>System Manager Agents</i> .....	5
	5.5 <i>DMZ Support</i> .....	5
	5.6 <i>Domino Polling Frequency</i> .....	6
	5.7 <i>Improved Administration Database</i> .....	6
<b>6</b>	<b>Product-Specific Information—MeetingPlace for Notes (4.2.7)</b> .....	<b>6</b>
	6.1 <i>Meeting Notifications from Rescheduled Meetings</i> .....	6
	6.1.1 <i>MeetingPlace for Notes and WebNotes Users</i> .....	6
	6.1.2 <i>SMTP Users</i> .....	7
	6.2 <i>Automatic Profile Detection</i> .....	8
	6.3 <i>Scheduling with Multiple MeetingPlace Servers</i> .....	8
	6.4 <i>Lotus Domino Server Version 5.09a Support</i> .....	8
	6.5 <i>MeetingPlace for Notes 4.2.7 and Netscape Navigator 6.x</i> .....	8
<b>7</b>	<b>Upgrade Procedure—MeetingPlace for Notes 4.1.3 to 4.2.7</b> .....	<b>9</b>
	7.1 <i>Manually Move MeetingPlace Web Database</i> .....	9
	7.2 <i>Upgrade to MeetingPlace Web 4.2.7.101 or Higher</i> .....	11
	7.3 <i>Verifying MeetingPlace Web ODBC Data Source settings</i> .....	11
	7.4 <i>Verifying ODBC registry settings</i> .....	14
	7.5 <i>Upgrade to Notes 4.2.7</i> .....	14
<b>Appendix A</b>	<b>Known Issues</b> .....	<b>15</b>
	A.1 <i>Known Issues in MeetingPlace for Notes 4.2.7</i> .....	15

## 1 Overview

This document describes the features and issues pertaining to the release of Cisco MeetingPlace for Notes, release 4.2.7. This release provides support for Lotus Domino Server release 5.09a.

## 2 Obtaining Documentation

Cisco MeetingPlace documentation and additional literature are available on Cisco.com and the Customer Support Resource Center for Cisco MeetingPlace (CSRC). For more information about obtaining documentation and additional literature, see the *Cisco MeetingPlace for Notes System Manager's Guide (SMG)*.

- To access the most current Cisco MeetingPlace documentation on the World Wide Web, go to <http://www.cisco.com/univercd/home/home.htm> or <http://support.latitude.com/>
- To access the Cisco website, go to <http://www.cisco.com>
- To access International Cisco websites, go to [http://www.cisco.com/public/countries\\_languages.shtml](http://www.cisco.com/public/countries_languages.shtml)

**Note:** Throughout the remainder of this document, Cisco MeetingPlace is referred to as "MeetingPlace".

## 3 Hardware Compatibility/Requirements

System hardware requirements for running the MeetingPlace for Notes gateway are dependent on whether or not you have MeetingPlace Web installed on the same system. Please refer to Chapter 3 of the *MeetingPlace for Notes SMG* for details.

Windows server requirement:

- Windows 2000 Server edition or Advanced Server edition (Service Pack 2)

Domino server requirement:

- Lotus Domino Server release 5.0.9a

## 4 Software Compatibility/Requirements

### 4.1 System Requirements

- Windows 2000 Server edition or Advanced Server edition (Service Pack 2)
- NTFS Partition with > 2.5GB free space available
- Microsoft IIS 5.0
- Lotus Notes 5.0.9a (resides on the MeetingPlace for Notes Gateway machine)
- Lotus Domino Server version 5.0.9a (resides on a server not hosting the MeetingPlace for Notes Gateway)

**Note:** This release of MeetingPlace for Notes supports the Lotus Notes 5.0.9a mail template. Support of subsequent Lotus Notes mail templates is not guaranteed. MeetingPlace for Notes will support a Lotus notes template two months after Lotus has released it and upon customer demand. Please contact your MeetingPlace support representative for further information.

### 4.2 MeetingPlace System

MeetingPlace 2001 (version 4.3) or later including MeetingServer releases 5.0.x with the MeetingPlace Notification and MeetingPlace for Notes Options installed. For full front-end functionality, the MeetingPlace WebPublisher Option Key is also required. Contact your Latitude support representative to enable these option keys.

### 4.3 MeetingPlace Gateways

MeetingPlace for Notes is compatible with currently shipping gateways as indicated in the following table:

Gateway	Compatible Versions
MeetingPlace Web	4.2.7.101 or higher
MeetingPlace IP Gateway	4.2.7
MeetingPlace for Outlook	4.2.5

**Note:** MeetingPlace for Notes and MeetingPlace for Outlook may point to the same MeetingPlace server, but to different mailboxes. They must not be installed on the same machine.

#### 4.3.1 MeetingPlace Web

For full front-end functionality (i.e., to schedule MeetingPlace meetings from MeetingPlace for Notes), MeetingPlace Web 4.2.7.101 or higher **must** be installed prior to installing MeetingPlace for Notes 4.2.7 on the same system. Installing MeetingPlace Web 4.2.7.101 ensures installation of the MeetingPlace Agent (MPAgent) Service.

For back-end functionality only (i.e., MeetingPlace meetings scheduled from MeetingTime or MeetingPlace Web, notifications received in Notes), MeetingPlace Web installation is not required.

If you would like to enable full web functionality on this system, please refer to the *MeetingPlace Web SMG* for full requirements, installation, and configuration information.

## 5 New Features

Please refer to the *MeetingPlace for Notes SMG* for full feature descriptions.

### 5.1 Web-Only Implementation

Allows a System Manager to configure a web only set-up so that users are never presented with voice options. This is a system-wide set-up. If you are using multiple MeetingPlace servers, all servers will be affected.

### 5.2 New Look to the MeetingPlace Tab

The MeetingPlace tab has been redesigned to more closely reflect the needs of the intuitive user.

### 5.3 Improved Click to Attend Link

The Click to Attend link is now encrypted and shorter in length thus ensuring increased security and usability.

### 5.4 System Manager Agents

System Manager Agents provide notification reminders to schedulers of recurring meetings. Configured in MeetingTime, they remind schedulers when a recurring meeting chain is set to expire or when a number of no-show meetings have passed. Notifications include information on how to extend or cancel a chain, adding to the convenience of managing recurring meetings.

System Manager Agents are system-wide parameters. Refer to the *MeetingPlace 2001 SMG* or the *MeetingServer 5.0 SMG* for information on how to configure these parameters.

### 5.5 DMZ Support

MeetingPlace for Notes supports a non-segmented DNS DMZ installation with an internal and external IP address.

## 5.6 Domino Polling Frequency

The Domino polling frequency feature allows System Managers to define how frequently MeetingPlace polls the Domino server for attachments.

## 5.7 Improved Administration Database

The MeetingPlace Server Agent database includes several new fields to assist administrators in their customization of the MeetingPlace scheduling form and system profile. For specific information about the MeetingPlace Server Agent database, refer to Chapter 4 of the *MeetingPlace for Notes SMG*.

# 6 Product-Specific Information—MeetingPlace for Notes (4.2.7)

## 6.1 Meeting Notifications from Rescheduled Meetings

Notifications from rescheduled meetings will appear different depending on which interface the meeting was scheduled from, either front-end (from MeetingPlace for Notes or WebNotes) or back-end (from MeetingPlace Web or MeetingTime) and from which interface the notification is received.

The following outlines what users can expect to see in meeting notifications when they schedule/reschedule/cancel meetings.

**Note:** Users will not be able to change the meeting ID, meeting password, and “Display meeting to everyone” check box when they reschedule a meeting.

### 6.1.1 MeetingPlace for Notes and WebNotes Users

When the meeting is scheduled from **MeetingPlace for Notes** or **WebNotes**, the original notification will include the following fields:

- Subject: Phone Number, Meeting ID, Password (if required)
- Begins: Start Date/Time
- Ends: End Date/Time
- Chair: Scheduler
- Body: Click to Attend link, Meeting Information

Once the meeting is rescheduled from **MeetingPlace for Notes** or **WebNotes**, the rescheduled notification will **not** include meeting information, therefore appearing as follows:

- Subject: Phone Number, Meeting ID, Password (if required)
- Begins: Start Date/Time
- Ends: End Date/Time
- Chair: Scheduler
- Body: Click to Attend link

Once the meeting has been rescheduled and accepted, the MeetingPlace tab in the Calendar Entry is modified depending on whether or not you are the scheduler or an invitee:

For the scheduler:

- Meeting ID field is read-only
- Meeting Password field is read-only
- Display Meeting to Everyone is grayed out
- Click to Attend link is displayed
- Meeting information is not displayed

For the invitee:

- Phone Number is read-only
- Meeting ID is read-only
- Meeting Password is read-only (if there was a password assigned)
- Click to Attend link is displayed
- Meeting information is not displayed

When the meeting is scheduled from **MeetingPlace Web** or **MeetingTime**, the original notification will include the following fields:

- Subject: Meeting Name, Date/Time
- Begins: Start Date/Time
- Ends: End Date/Time
- Chair: Lotus Notes user on MeetingPlace for Notes gateway
- Body: Click to Attend link, Meeting Information (back-end appearance)

Once the meeting is rescheduled from **MeetingPlace Web** or **MeetingTime**, the rescheduled notification will include the following fields:

- Subject: Meeting ID
- Begins: Start Date/Time
- Ends: End Date/Time
- Chair: Lotus Notes user on MeetingPlace for Notes gateway
- Body: Click to Attend link, Meeting Information (back-end appearance)

Once the meeting has been rescheduled and accepted, the MeetingPlace tab in the Calendar Entry is modified for the invitee as follows:

For the invitee:

- Phone Number is read-only
- Meeting ID is read-only
- Meeting Password is read-only (if there was a password assigned)
- Click to Attend link is displayed
- Meeting information is displayed

### 6.1.2 SMTP Users

When the meeting is scheduled from **MeetingPlace for Notes** or **WebNotes**, the original notification will include the following fields:

- From: Scheduler
- Subject: Phone Number, Meeting ID, Password (if required), Date/Time
- Body: Click to Attend link, Meeting Information

Once the meeting is rescheduled from **MeetingPlace for Notes** or **WebNotes**, the rescheduled notification will **not** include meeting information, therefore appearing as follows:

- From: Scheduler
- Subject: Phone Number, Meeting ID, Password (if required), Date/Time
- Body: Click to Attend link

When the meeting is scheduled from **MeetingPlace Web** or **MeetingTime**, the original notification will include the following fields:

- From: Lotus Notes user on MeetingPlace for Notes gateway
- Subject: Meeting Name, Date/Time
- Body: Click to Attend link, Meeting Information (back-end appearance)

Once the meeting is rescheduled from **MeetingPlace Web** or **MeetingTime**, the rescheduled notification will include the following fields:

- From: Lotus Notes user on MeetingPlace for Notes gateway
- Subject: Meeting ID
- Body: Click to Attend link, Meeting Information (back-end appearance)

**Note:** For further information on back-end notifications, please refer to Appendix A of the *MeetingPlace for Notes 4.2.7 SMG*.

## 6.2 Automatic Profile Detection

Users joining a web conference from MeetingPlace for Notes 4.2.7 (via the Join Web Conference link) will have their profile information detected from the MeetingPlace for Notes scheduling form as described below:

- If you are the scheduler, MeetingPlace for Notes will attempt to have you join the web conference using the MeetingPlace information you used when you scheduled the meeting.
- If you are a participant, MeetingPlace will populate your calendar entry with your default MeetingPlace information when you accept the meeting notification. It will then attempt to use that information to have you join the web conference.
- If you are joining from Notes Web, you will enter as a guest.

**Note:** Profiled users who log into MeetingPlace Web and select the Remember Me checkbox already have their profile information saved via a cookie. When logging into MeetingPlace Web, this profile information takes precedence over anything imported from the MeetingPlace for Notes scheduling form.

## 6.3 Scheduling with Multiple MeetingPlace Servers

MeetingPlace for Notes supports the availability of multiple MeetingPlace servers. Users may select a particular server when scheduling from the MeetingPlace for Notes calendar entry form. However, profile information, such as User ID and Password, will not switch automatically according to the server selected. If users have multiple profiles, they are responsible for inputting this information when they select alternate servers.

## 6.4 Lotus Domino Server Version 5.09a Support

MeetingPlace for Notes has been updated to support the Lotus Notes and Lotus Domino Server version 5.09a. The installer places the following mail template in the folder named "Files to be put in your Domino Server data directory":

- Mail509aMP.ntf The "MeetingPlace user" mail database. Must always be copied onto the Domino Server.

The system manager must copy the Mail509aMP.ntf and MPSA.ntf template files onto the Domino Server. Be sure to sign the files as described in the System Manager's Guide.

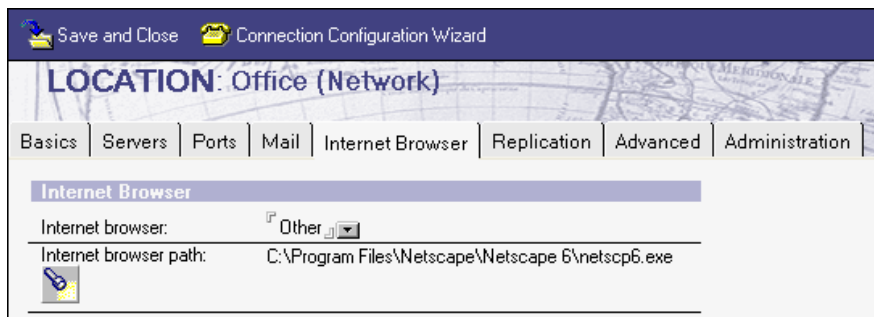
## 6.5 MeetingPlace for Notes 4.2.7 and Netscape Navigator 6.x

Selecting Netscape Navigator with Netscape 6.x installed gives a "Browser not installed" error (see CR18347). The following is a workaround for this issue.

In order to use Netscape 6.x with MeetingPlace for Notes 4.2.7, please follow these steps:

1. Go to File | Mobile | Edit Current Locations.
2. In the LOCATION window, click on the Internet Browser tab.
3. Under Internet browser, select Other.

- Under Internet browser path, browse to the location of Netscape 6.x (by default, this is C:\Program Files\Netscape\Netscape 6).
- Select netscp6.exe, and click Select. The settings should appear as below. When finished, click Save and Close.



## 7 Upgrade Procedure—MeetingPlace for Notes 4.1.3 to 4.2.7

**Important Note:** You must first upgrade your version of MeetingPlace Web to MeetingPlace Web 4.2.7.101 or higher. If you do not currently have MeetingPlace Web installed on your system, complete the following steps on a clean system.

This upgrade procedure is composed of five parts and is estimated to take approximately 2 hours in its entirety.

The upgrade procedure must be completed in the following sequence.

### 7.1 Manually Move MeetingPlace Web Database

- Locate the following two files on the MeetingPlace Web server: mpweb.mdf and mpweb.ldf.
- If the above two files are located in <drive>:\MSSQL7\Data then skip to section 6.2.
- If the above two files are located in <drive>:\MSSQL7 then proceed with the following instructions (where <drive> is the drive letter (i.e., C:\MSSQL7).

**Note:** Using the following steps, you **must** move the mpweb database files located in C:\MSSQL7 to C:\MSSQL7\Data **BEFORE** starting the MeetingPlace Web 4.2.7.101 upgrade.

- Stop all MeetingPlace services.
- Access the command prompt by going to Start | Run and typing cmd.
- At the C:> prompt, type `osql -U sa`
- Enter your password.
- Dump the mpweb database to create a backup copy by typing as follows at the osql prompts:

```
1> dump database mpweb to disk = 'C:\mpweb.dmp'
2> go
```

- The following is a sample output. Numbers will vary from database to database:

```
Processed 144 pages for database 'mpweb', file 'MPWEBData' on file 1.
Processed 1 pages for database 'mpweb', file 'MPWEBLog' on file 1.
Backup or restore operation successfully processed 145 pages in 0.380
seconds
(3.107 MB/sec) .
```



```
2
```

```
MPWEBLog
```

```
C:\MSSQL7\Data\mpweb_log.ldf
```

```
(2 rows affected)
```

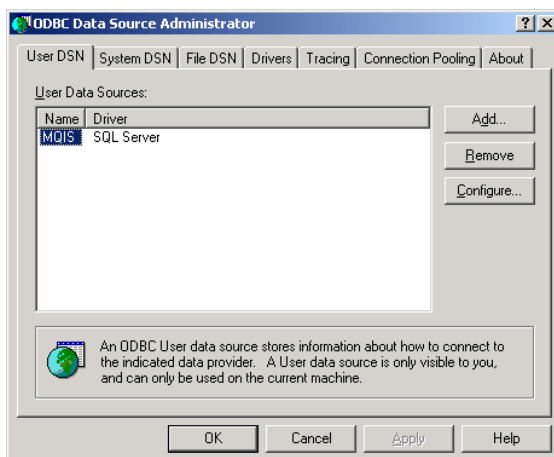
14. Exit `osql` by typing `exit` at the `1>` prompt.
15. Restart MeetingPlace services and make sure the system works by checking the log and verifying that you can access the MeetingPlace Web interface.
16. (Optional) Delete the `mpweb.dmp` file created during step #5 above.

## 7.2 Upgrade to MeetingPlace Web 4.2.7.101 or Higher

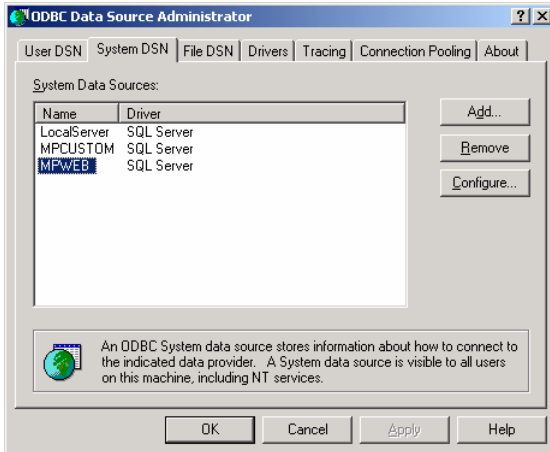
1. Run the MeetingPlace Web 4.2.7.101 or higher executable and step through the InstallShield wizard. The MeetingPlace Web installer will automatically detect if this is an upgrade or a clean install.
2. After the install or upgrade, the installer will prompt you to restart the system. Choose “Yes” and be patient. It may take up to 15 minutes for the installer to restart the system. **DO NOT** kill the installer or manually restart the system.
3. After the system restarts, a dialog box will appear informing you that the system is “Creating MeetingPlace database on SQL server”. It may take up to 25 minutes before this dialog box disappears. **DO NOT** reboot the system during this process.
4. If MeetingPlace Web is not working after the system comes up, do not be alarmed. This issue is addressed in sections 6.3 and 6.4 below. If MeetingPlace Web is functioning properly (i.e., you can schedule a meeting, join a conference, etc.) then proceed with section 6.5.

## 7.3 Verifying MeetingPlace Web ODBC Data Source settings

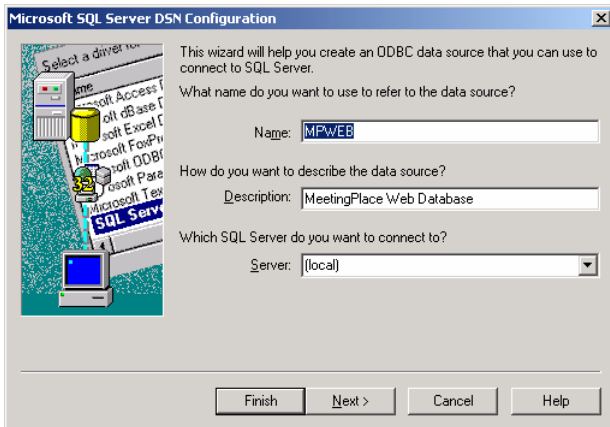
1. Go to Start | Programs | Administrative Tools | Data Sources (ODBC). The ODBC Data Source Administrator opens.



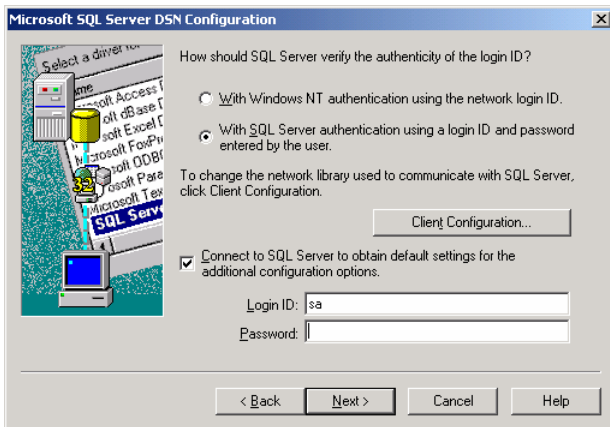
2. Select the System DSN tab and click MPWEB.



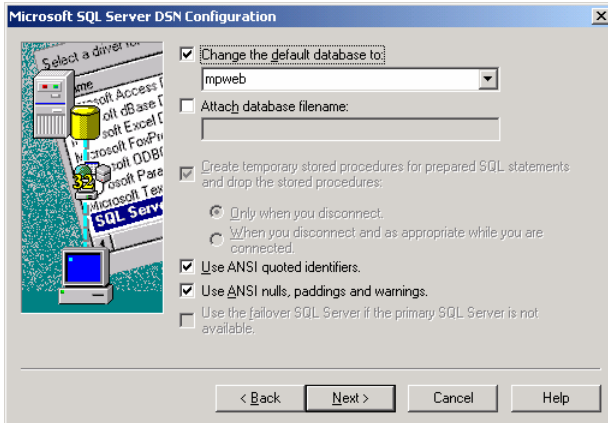
3. Select the Configure button. The configuration screen displays. Maintain all defaults and select Next.



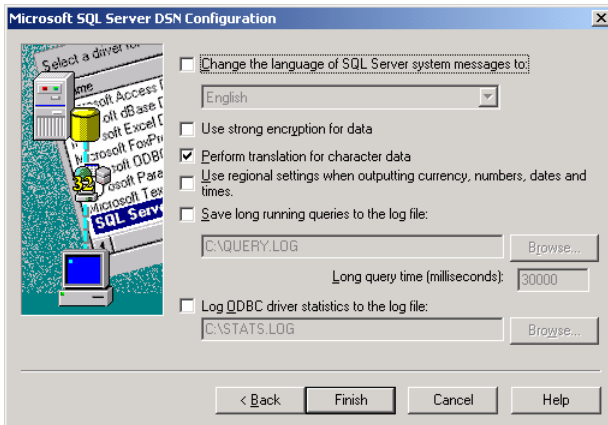
4. Select the "With SQL Server authentication..." option. Type sa as your Login ID and input your password.



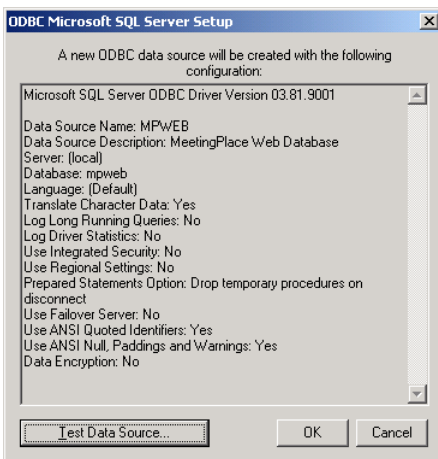
- Accept all defaults on the following screen and select Next.



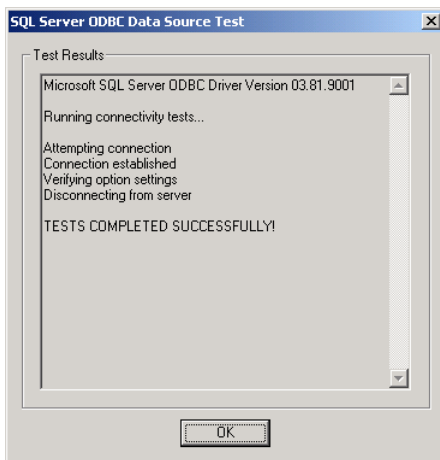
- Accept all defaults on the following screen and select Finish.



- On the following screen, click Test Data Source.



If the test completed successfully, click OK. Continue clicking OK on subsequent screens until the ODBC Data Source Administrator is closed. If the test did not complete successfully, contact the Latitude Customer Support Center (800-673-3559) for further assistance.



#### 7.4 Verifying ODBC registry settings

1. Open the registry by selecting Start | Run and then type regedit.
2. In the registry go to HKEY\_LOCAL\_MACHINE | Software | Latitude | MeetingPlace WebPublisher | ODBC.
3. Find the “DataSource” key in this folder. The value of this key should resemble the following form: MPWEB;UID=sa;PWD=;
4. If the “DataSource” value is “MPWEB” then the value will need to be changed to match the above form. The value should contain MPWEB, UID, and PWD.
5. Restart the machine.
6. Verify that MeetingPlace Web functions properly (i.e., you can schedule a meeting, attend a meeting, etc.) after the machine has restarted. If MeetingPlace Web is not functioning properly at this point please check the NT and MeetingPlace event log for errors. Be sure to have information from these logs ready before contacting the Latitude Customer Support Center (800-673-3559). **DO NOT** proceed with section 6.5 until you have a functioning MeetingPlace Web.

#### 7.5 Upgrade to Notes 4.2.7

1. After upgrading and testing your MeetingPlace Web, run the MeetingPlace for Notes executable and step through the InstallShield wizard to upgrade. Maintain all defaults. The Notes installer will automatically upgrade the current MeetingPlace for Notes 4.1.3 components.
2. After installation, copy the new MPSA.ntf and mail509aMP.ntf templates to the Domino server as indicated in the “Post-Installation Steps” section of Chapter 3 in the *MeetingPlace for Notes SMG*. This updates the existing templates for MeetingPlace for Notes 4.2.7 compatibility.

Be sure to sign the files as described in the *MeetingPlace for Notes SMG*.

**Note:** Files are located in x:\latitude\MeetingPlace for Notes\Files to be put in your Domino Server data directory.

3. Check the Application Log and Gateway SIM eventlog for errors.
4. Verify that scheduling from the Notes client and attending web conferences from the Notes client still works.
5. Schedule a meeting from MeetingPlace Web or MeetingTime and verify that the Notes client receives the backend notification.

## Appendix A Known Issues

### A.1 Known Issues in MeetingPlace for Notes 4.2.7

- | CR ID   | Title   |
|---------|---|
| CR18338 | Users cannot schedule a MeetingPlace meeting through the Lotus Web interface if Netscape 6.2 is used. This is a Lotus Web limitation for users will not be able to schedule regular meetings with Netscape 6.2 either.  |
| CR18505 | If a meeting is rescheduled with a different time/date and a meeting conflict occurs, the meeting will be updated in the calendar with the new time/date but it will remain unchanged on MeetingPlace (please keep in mind that upon the meeting conflict, a reschedule notice will be sent to all invitees). The temporary workaround is that users will be prompted to delete their meeting and reschedule a new one.                 |
| CR18546 | New SMTP users added to an existing MeetingPlace meeting will not receive a Click to Attend link (CTA). However, the SMTP user will receive a CTA link if the scheduler ever reschedules that meeting. This is a known issue from Lotus, tech note 186217.  |
| CR18054 | Incorrect error messages are displayed when a user schedules a recurring meeting that exceeds the maximum allowed occurrences.  |
| CR18155 | Canceling or rescheduling a MeetingPlace meeting from the Notes calendar while it is in session will update the Notes calendar but have no effect on MeetingPlace.  |
| CR18432 | The "Record this meeting" check box disappears after a meeting is scheduled if it is not checked.   |
| CR18584 | User will not be able to schedule a bi-weekly meeting for 23 occurrences.   |
| CR18593 | Rescheduling a recurring meeting for "This and All Future occurrences" will try to reschedule past occurrences if the user rescheduled by way of drag and drop. The current workaround is to reschedule by opening the appointment and then rescheduling the meeting.   |
| CR18604 | When a user reschedules a meeting and encounters an error the following error message may not always be correct: "Your Lotus Notes Calendar has incorrect information. Please cancel the meeting(s) and schedule again." If the error was NOT due to a time, date or meeting ID conflict then the user should proceed with correcting what is suggested in the error message and try to reschedule their meeting(s).                    |
| CR18435 | The "Propose New time" feature in Lotus Notes is not supported in MeetingPlace for Notes.   |
| CR18436 | If a user selects "I do not want to receive replies from participants" and schedules a meeting, all notes invitees will have to click on the "Add to Calendar" button to add the meeting to their calendar. A side effect of this is that the Notes invitee will inherit the scheduler's MeetingPlace ID.   |
| CR18585 | Rescheduling recurring meetings will increase white spaces in the subject line.   |
| CR18351 | If a MeetingPlace for Notes user accepts a back-end notification for a public meeting (in a DMZ environment), the user will not be able to utilize the "Call me" feature. Workaround: On the MeetingPlace for Notes Gateway machine, copy NotesJoinDataConfFail.tpl and NotesJoinDataCoinSuccess.tpl from <drive>:\Latitude\MPWeb\Templates to <drive>:\Latitude\MPWeb\Templates\External. Then restart the MeetingPlace Agent service. |

