



Cisco MeetingPlace for Lotus Notes Template Integration

Revised: February 2006, OL-7246-02

This chapter includes the following sections:

- [About Cisco MeetingPlace for Lotus Notes Template Integration, page B-1](#)
- [How to Modify the Lotus Notes Mail Template, page B-1](#)

About Cisco MeetingPlace for Lotus Notes Template Integration

Release 5.3 adds Cisco MeetingPlace features to the Lotus Notes interface by modifying the default Lotus Notes mail template, for example, mail6.ntf. During installation, a modified version of this template (mail6x_xMP.ntf) is placed on your integration server in “Files to be put in your Domino server data directory.”

After installation, you have two options for integrating the two template files:

- Copy the mail6x_xMP.ntf template file to your Domino server's data directory.
 - After copying the template file, deploy the template to your Lotus Notes clients to make the Cisco MeetingPlace interface available to your users.
- Use the mail6x_xMP.ntf template file to manually modify the mail6.ntf file.
 - The mail6x_xMP.ntf file contains the extra LotusScript code that you will need to add to the base mail template.
 - After modifying your mail template with the new code, copy it to your Domino server and roll out the template to your users.

How to Modify the Lotus Notes Mail Template

If you decide to modify the Lotus Notes mail template yourself, follow these guidelines:

- To reduce the risk of typographic errors, copy and paste the required LotusScript code sections from MPmail6.ntf directly into your mail template.
- Do not modify existing LotusScript code. Only add the Cisco MeetingPlace code sections to existing code in the template.

Read the following sections for detailed instructions about the changes you need to make to the Lotus Notes mail template:

- [Modifying the wPreferences Form, page B-2](#)
- [Adding the webDlgJoinVoiceConf Form, page B-2](#)
- [Adding the MPNewPassword Subform, page B-3](#)
- [Adding the MPCalendarEntry and MPNotice Subforms, page B-3](#)
- [Copying the MeetingPlace Section Into the Calendar Entry Form, page B-4](#)
- [Copying the Cisco MeetingPlace Fields, page B-4](#)
- [Copying the Cisco MeetingPlace LotusScript Code, page B-5](#)
- [Modifying the Calendar Profile Form, page B-6](#)
- [Adding New MeetingPlace Script Libraries, page B-7](#)
- [Modifying the Notice Form, page B-7](#)
- [Modifying Existing Script Libraries, page B-8](#)
- [Adding the MeetingPlace Agents, page B-9](#)
- [Adding Cisco MeetingPlace for Lotus Notes Online Help, page B-9](#)

Modifying the wPreferences Form

-
- Step 1** In Designer, open the mail6.ntf template and choose the **wPreferences** form.
- Step 2** On the left of the form, locate the Calendar section. It contains three hotspots: FreeTime, Entries, and AutoProcess.
- Step 3** Move the cursor to the bottom of the list and enter **MeetingPlace** as a new hotspot.
- Step 4** Double-click the new MeetingPlace hotspot to choose it.
- Step 5** Choose **Create > HotSpot > Action Hotspot**.
- Step 6** In the Hotspot: Click the pane at lower right and enter the following formula for the click action:
- ```
REM "DNT";
@if($PreferencesPage = "MeetingPlace"; @Return(""); "");
FIELD $PreferencesPage := "MeetingPlace";
@Command([RefreshHideFormulas])
```
- Step 7** Save your changes to the mail6.ntf template.
- 

## Adding the webDlgJoinVoiceConf Form

### Restrictions

This procedure is only for Release 5.3 FCS

- 
- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
  - Step 2** In the mail6x\_xMP.ntf template, display the forms list.
  - Step 3** Select and copy (**Edit > Copy**) the webDlgJoinVoiceConf form; then, switch to mail6.ntf and paste (**Edit > Paste**) the form in to the mail6.ntf template forms list.
  - Step 4** Save your changes to the mail6.ntf template.
- 

## Adding the MPNewPassword Subform

### Restrictions

This procedure is only for Release 5.3 FCS.

- 
- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
  - Step 2** In the mail6x\_xMP.ntf template, choose **Shared Code > SubForms** to display the current list of subforms.
  - Step 3** Select and copy (**Edit > Copy**) the MPNewPassword subform; then, switch to mail6.ntf and paste (**Edit > Paste**) the subform in to the corresponding subform list for mail6.ntf.
  - Step 4** Save your changes to the mail6.ntf template.
- 

## Adding the MPCalendarEntry and MPNotice Subforms

### Restrictions

This procedure is only for Release 5.3(0.120).

- 
- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
  - Step 2** In the mail6x\_xMP.ntf template, choose **Shared Code > SubForms** to display the current list of subforms.
  - Step 3** By choosing **Edit > Copy**, select and copy the **MPCalendarEntry** and **MPNotice** subforms; then, switch to mail6.ntf and by choosing **Edit > Paste**, paste the subform in to the corresponding subform list for mail6.ntf.



---

**Tip** You can select multiple subforms simultaneously by depressing the Ctrl key.

---

- Step 4** Save your changes to the mail6.ntf template.
-

## Copying the MeetingPlace Section Into the Calendar Entry Form

You must modify this form so that users who are scheduling meetings can see the Cisco MeetingPlace fields.

- 
- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
- Step 2** In mail6.ntf, choose the **Calendar Entry** form.
- Step 3** Scroll down to the Scheduler section of the Calendar Entry form; then, click in the space above that section to create an insertion point.
- Step 4** For Release 5.3 FCS, complete the following steps:
- Switch to mail6x\_xMP.ntf and locate the MeetingPlace section, above the Scheduler section. Copy the MeetingPlace section (**Edit > Copy**).
  - Switch to mail6.ntf and paste the section (**Edit > Paste**) in to the template at the insertion point.
- or
- For Release 5.3(0.120), complete the following steps:
- From the menu, choose **Create > Resources > Insert Subform**.
  - Choose **MPCalendarEntry**.
  - Click **OK**.
- Step 5** Save your changes to the mail6.ntf template.
- 

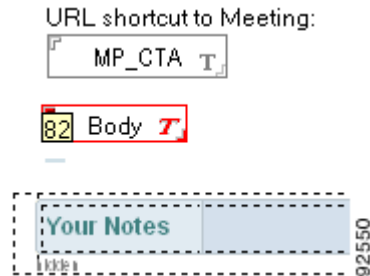
## Copying the Cisco MeetingPlace Fields

### Restrictions

This procedure is only for Release 5.3 FCS.

- 
- Step 1** In the mail6x\_xMP.ntf Calendar Entry form, locate the Cisco MeetingPlace fields at the top of the form. They are located in a block below the fields tmpRepeatConflictDates and DispDuration. The block of Cisco MeetingPlace fields include the following:
- Field MP\_BeenProcessed, Field MP\_ServerNames, Field MP\_ServerAddress, MP\_ServerAddress\_External, MP\_AttachAddr, MP\_NotesAuth, MP\_DisableURL, MP\_Prefix, MP\_Postfix, MP\_CallLabel, MPIDLabel, MP\_DaysAdvance, MP\_UniqueMeetingID, MP\_UniqueMeetingIDs, MP\_Telephone, MP\_Database, MP\_DOCID, MP\_IsOnline, MP\_Server, MP\_Server\_Selected, MP\_WebOnlyMeeting, MP\_NOSHOW, MP\_VideoIP, MP\_VideoISDN
- Step 2** Select the entire block of fields; then, choose **Edit > Copy** (or right-click the selected block and choose **Copy**).
- Step 3** Switch to mail6.ntf, and locate the fields at the top of the Calendar Entry form. Place the cursor after the last field; then, press Enter to create a new line. This is the insertion point for the new Cisco MeetingPlace fields.
- Step 4** Paste the Cisco MeetingPlace fields in to the form (choose **Edit > Paste**, or right-click, **Paste**).

- Step 5** In the mail6x\_xMP.ntf Calendar Entry form, locate the text line URL shortcut to Meeting, and the MP\_CTA field below it.
- Step 6** Select the text and field and copy them (**Edit > Copy**).
- Step 7** Switch to mail6.ntf and paste (**Edit > Paste**) the copied text and field in to the Calendar Entry form, above the Body field, as follows:



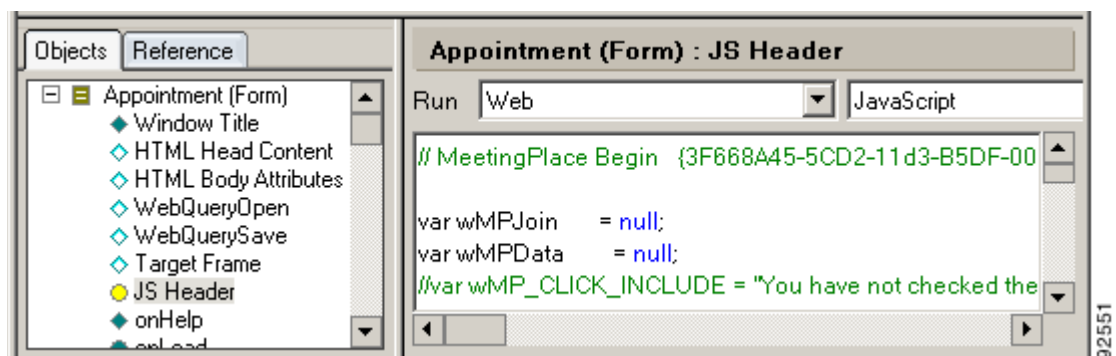
- Step 8** Save your changes to the mail6.ntf template.

## Copying the Cisco MeetingPlace LotusScript Code

### Restrictions

This procedure is only for Release 5.3 FCS.

- Step 1** In mail6x\_xMP.ntf, in the Objects Tab, scroll to the top of the object list to display the Appointment (Form). Expand this node if necessary to view all the objects under this form.
- Step 2** Choose the **JS Header** object in the Appointment (Form) sublist.



- Step 3** In the Programmer's Pane to the right of the Objects tab, select all the LotusScript code located between the "// MeetingPlace begin" and "// MeetingPlace end" comment lines; then, copy (**Edit > Copy**) the selected code.
- Step 4** Switch to the mail6.ntf template's Calendar Entry form, and locate the corresponding JS Header object in the Appointment (Form) sublist.

- Step 5** Paste (**Edit > Paste**) the LotusScript code you copied from mail6x\_xMP.ntf in to the Programmer's Pane for the mail6.ntf JS Header object.
- Step 6** Repeat Steps 2-5 for the following Appointment (Form) subobjects, copying Cisco MeetingPlace code from the mail6x\_xMP.ntf template and pasting it in to the mail6.ntf template:
- Queryopen
  - Postopen
  - Querysave
  - Queryclose
- Step 7** Save your changes to the mail6.ntf template.
- 

## Modifying the Calendar Profile Form

---

- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
- Step 2** In the mail6x\_xMP.ntf template, select the Calendar Profile form.
- Step 3** In the fields area at the top of the mail6x\_xMP.ntf template, locate the two Cisco MeetingPlace fields MP\_ServerNames and MP\_ServerAddress, in the last row of fields.
- Step 4** Select the two fields, and choose **Edit > Copy**.
- Step 5** Switch to the mail6.ntf template. In the field area at the top of the Calendar Profile form, add a new line after the last row of fields.
- Step 6** Choose **Edit > Paste** to paste the two Cisco MeetingPlace fields in to the Lotus Notes mail template Calendar Profile form.
- Step 7** Click the **Calendar & To Do** tab; then, click the **MeetingPlace** tab.
- Step 8** Select all text and fields on this tab; then, choose **Edit > Copy**.
- Step 9** Switch to the mail6.ntf template and insert a row by completing the following steps:
- a. Click the **Calendar & To Do** tab.
  - b. Click the **To Do** tab and click inside this tab.
  - c. Choose **Table > Insert Row**.
- Step 10** Create a new tab by completing the following steps:
- a. Click inside the newly created row.
  - b. Right-click and choose **Table Properties**.
  - c. Click the **Table Rows** tab.
  - d. In the **Tab label and Caption** field, enter **MeetingPlace**.
  - e. Close the **Properties** window.
- Step 11** Configure the properties of the newly created MeetingPlace tab by completing the following steps:
- a. Click inside the **MeetingPlace** tab.
  - b. Choose **Edit > Paste**.
  - c. Click **Yes**.

**Step 12** Save your changes to the mail6.ntf template.

---

## Adding New MeetingPlace Script Libraries

---

- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
- Step 2** In the mail6x\_xMP.ntf template's Shared Code folder, click **Script Libraries** to display the list of Script Libraries in the right pane of the window.
- Step 3** Locate the following Cisco MeetingPlace script libraries in the list:
- MeetingPlace
  - MeetingPlaceBackGround
  - MeetingPlaceBackGroundWeb
  - MeetingPlaceGlobal
  - MeetingPlaceWeb
- Step 4** To select all the libraries, press **Shift+Click**; then, right-click the selection and choose **Copy**.
- Step 5** Switch to the mail6.ntf template, and open the Script Libraries list.
- Step 6** Right-click in the library list and choose **Paste**.
- Step 7** Save your changes to the mail6.ntf template.
- 

## Modifying the Notice Form

To display Cisco MeetingPlace information in an invitation, add the MeetingPlace section to the Notice form as indicated in the following procedure:

- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
- Step 2** For Release 5.3(0.120), copy the MeetingPlace section from the mail6x\_xMP.ntf template and paste it in to the mail6.ntf template as follows:
- a. In mail6.ntf, choose the **Notice** form.
  - b. Scroll down to the Description section of the form. Click in the area above the Description line to place the cursor. This is where you will insert the MeetingPlace section in to the form.
  - c. From the menu, choose **Create > Resources > Insert Subform**.
  - d. Choose **MPNotice**.
  - e. Click **OK**.

or

For Release 5.3 FCS, copy the MeetingPlace section from the mail6x\_xMP.ntf template and paste it in to the mail6.ntf template as follows:

- a. In mail6.ntf, choose the **Notice** form.

- b. Scroll down to the Description section of the form. Click in the area above the Description line to place the cursor. This is where you will insert the MeetingPlace section in to the form.
- c. Switch to the mail6x\_xMP.ntf template and scroll down to locate the MeetingPlace section of the form. Choose the MeetingPlace section and copy it (**Edit > Copy**).
- d. Switch to the mail6.ntf file and paste the MeetingPlace section in to the target location (**Edit > Paste**).

**Step 3** In the Action Pane, choose **Respond > Delegate**.

- If the Action Pane is not visible to the right of the form, choose **View > Action Pane**.

**Step 4** Right-click the menu choice and choose **Action Properties**; then, click the **Action when Hide** tab.

**Step 5** Click **Formula Window**. In the Edit Formula window, scroll to the end of the current formula text, add a space; then, add the following code to the script:

```
| MP_Include="1"
```

**Step 6** Modify the formulas for the following actions in the same way, adding the same script as in [Step 5](#):

- Respond > Propose New Time
- Respond with Comments > Delegate

**Step 7** Save your changes to the mail6.ntf template.

## Modifying Existing Script Libraries

You need to add Cisco MeetingPlace-specific code to the following functions in the following Lotus Notes mail template script libraries:

| Script Library  | Functions That Need Added Cisco MeetingPlace Code          |
|-----------------|------------------------------------------------------------|
| Common          | Options, CSDocSave, CopyProfileValues, CSDocScanForUpdates |
| CSCalendarEntry | Options, Declaration                                       |
| CSEventClass    | Declarations, Options, RemoveFromMiniView                  |
| CSEventNotes    | Options, Declarations                                      |
| CSEventWeb      | Options, Declarations                                      |
| CSUIViewClass   | Options, ProcessViewCommand, ViewDragPasteHandler          |

**Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.

**Step 2** In the mail6x\_xMP.ntf template, choose **Shared Code > Script Libraries**.

**Step 3** For each library and function listed above, locate the Cisco MeetingPlace-specific code, between the “MeetingPlace Begin” and “MeetingPlace End” comment lines.

**Step 4** By choosing **Edit > Copy**, select and copy the code (including comment lines, for later identification); then, switch to mail6.ntf and by choosing **Edit > Paste**, paste the code in to the corresponding script library functions in mail6.ntf.

**Step 5** In the mail6x\_xMP.ntf template, choose **Other > Database Resources**; then, double-click the **Database Script library** to open it.

**Step 6** Choose the **Querydocumentdelete** subquery.

- Step 7** Locate the code between the “MeetingPlace Begin” and “MeetingPlace End” comment lines.
- Step 8** By choosing **Edit > Copy**, select the code (including comment lines, for later identification); then, switch to mail6.ntf and by choosing **Edit > Paste**, paste the code in to the corresponding subquery in the Database Script library in mail6.ntf.
- Step 9** Save your changes to the mail6.ntf template.
- 

## Adding the MeetingPlace Agents

---

- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
- Step 2** In the mail6x\_xMP.ntf template, choose **Form > Shared Code > Agents**.
- Step 3** For Release 5.3 FCS using any template other than 6.0.4, complete the following steps:
- By choosing **Edit > Copy**, select the MPSEndInvitations agent.
  - Switch to mail6.ntf and by choosing **Edit > Paste**, paste the agents in to the Forms > Shared Code > Agents section of the mail6.ntf template:
- or
- Select and copy (**Edit > Copy**) the following agents; then, switch to mail6.ntf and paste (**Edit > Paste**) the agents in to the Forms > Shared Code > Agents section of the mail6.ntf template:
- MPSEndInvitations
  - WebJoinMPVoiceConference
  - WebMPOutDialVoiceConf
- Step 4** Save your changes to the mail6.ntf template.
- 

## Adding Cisco MeetingPlace for Lotus Notes Online Help

The mail6x\_xMP.ntf template contains an online help link in its About Database document that provides access to HTML help pages for Cisco MeetingPlace for Lotus Notes. Copying and pasting the help link in to your Lotus Notes mail template will allow you to access these help pages, which are installed with Cisco MeetingPlace for Lotus Notes.

---

- Step 1** In Designer, open the mail6.ntf and mail6x\_xMP.ntf templates.
- Step 2** In the mail6x\_xMP.ntf template, choose **Other > Database Resources**.
- Step 3** Double-click the About DataBase document to open it; then, select and copy (**Edit > Copy**) the online help link.
- Step 4** Switch to mail6.ntf and paste (**Edit > Paste**) the link in to the corresponding About Database document in the mail6.ntf template.
- Step 5** Save your changes to the mail6.ntf template.
-

