

Cisco Unified MeetingPlace 6.0 Web Conferencing

Product Overview

Cisco® Unified Communications Solutions unify voice, video, data, and mobile applications on fixed and mobile networks, delivering a media-rich collaboration experience across business, government agency, and institutional workspaces. These applications use the network as the platform to enhance comparative advantage by accelerating decision time and reducing transaction time. The security, resilience, and scalability of the network enables collaboration every time, everywhere, everyone's included. Cisco Unified Communications is part of a comprehensive solution that includes network infrastructure, security, wireless, management applications, lifecycle services, flexible deployment and outsourced management options, and third-party applications.

Cisco Unified MeetingPlace® conferencing, part of the Cisco Unified Communications family of products, is an enterprise-class rich-media conferencing solution that makes remote meetings as natural and effective as face-to-face meetings. The solution integrates voice, video, and Web conferencing with industry-leading setup and control capabilities to meet the needs of organizations looking for a single solution and user environment for all their conferencing needs. The solution is deployed on-network, behind the firewall, and integrated directly into an organization's private voice and data networks and enterprise applications, to provide significant cost savings, security, and a powerful user experience. As a component of the Cisco Unified Communications System, Cisco Unified MeetingPlace conferencing delivers productivity that goes beyond traditional conferencing solutions by allowing incorporation of rich-media conferencing into a broad range of communication scenarios.

Cisco Unified MeetingPlace Web Conferencing is a core component of the Cisco Unified MeetingPlace conferencing solution that helps users share rich content; view participants; manage, record, and play back meetings; and easily set up and attend conferences (Figure 1). Leading organizations use Cisco Unified MeetingPlace conferencing solutions to expand their market reach, improve productivity and operational effectiveness, and speed decision making. Cisco Unified MeetingPlace Web Conferencing is built using Adobe Flash technology to help deliver an exceptional user experience. The solution is integrated with Cisco Unified MeetingPlace voice and video conferencing and includes extensive interactivity functions and preconfigured meeting templates to provide organizations with a highly engaging virtual meeting environment that they can use for a wide range of conferencing applications. Cisco Unified MeetingPlace Web Conferencing is an on-premises, enterprise-class solution that is designed to meet the scalability, reliability, administration, and security needs of large organizations.

Cisco also provides the option to integrate Cisco Unified MeetingPlace voice conferencing with WebEx® Meeting Center and WebEx Sales Center Web conferencing. The solution combines the cost savings and control advantages of on-premises voice conferencing with the productivity benefits of on-demand Web conferencing delivered over the globally available, real-time WebEx MediaTone® network. The solution components are tightly integrated so users experience the simplicity of having a single point of setup, attendance, and meeting control for all of their voice and Web conferences.

Figure 1. Share Content and Manage Your Conference with Cisco Unified MeetingPlace Web Conferencing



Key Features and Benefits

Fast and Simple Rich-Media Conference Scheduling and Attendance

Cisco Unified MeetingPlace conferencing supports multiple interfaces for setting up and attending future or impromptu rich-media conferences. In a single step, meeting organizers can schedule or initiate immediate voice, video, and Web conferences through a Web interface, touch-tone and Cisco Unified IP phones, and Microsoft Outlook or IBM Lotus Notes calendars. The Cisco Unified MeetingPlace solution also integrates industry-leading video setup and attendance capabilities to simplify and maximize an organization's use of desktop and room-based video conferencing. Attending a conference is as simple as a single mouse-click from your Web browser or e-mail or calendar notification. Cisco Unified MeetingPlace conferencing simultaneously launches the Web conference and dials out to your voice or video endpoint (either a room-based video system or desktop endpoint). Because Cisco Unified MeetingPlace Web Conferencing is built using Adobe Flash technology, you can rapidly and reliably join the Web conference using multiple platforms without the need for software downloads. Simplifying and automating conference setup and attendance means that meetings start on time and frequent conferencing frustrations are eliminated.

Presence and IM applications are becoming widely adopted in the workplace. You can easily initiate and attend Cisco Unified MeetingPlace Web conferences from IM and communications clients such as Cisco Unified Personal Communicator and Jabber Messenger. Being able to view a person's availability and easily enter into a Web conference or being on a phone call and instantly sharing a document can enable organizations to significantly speed business processes.

When Cisco Unified MeetingPlace conferencing is integrated with WebEx Web conferencing, you can set up meetings from either the Cisco Unified MeetingPlace Web or Microsoft Outlook calendar scheduling interfaces. You can join an integrated conference with a single click from the meeting invitation or the Cisco Unified MeetingPlace Web page. To simplify user access across the combined solution, administrators can enable the Cisco Unified MeetingPlace solution to automatically create accounts on the customer's WebEx site.

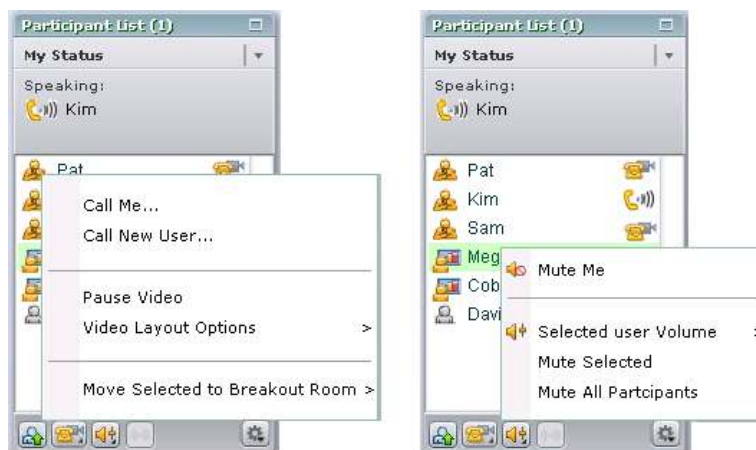
Powerful, Engaging Web Conferencing

Cisco Unified MeetingPlace Web Conferencing facilitates highly engaging and interactive virtual meetings. The solution supports a broad range of conferencing applications, including collaborative meetings, presentations, product demonstrations, training, and Web seminars. From a firewall-friendly browser console, you can share any application, document, Website, whiteboard, or presentation for participants to view, annotate, and discuss in real time. For highly interactive meetings, you can share with multiple participants at the same time and pass control of the shared application securely. You can co-browse and simultaneously access streaming media. Preconfigured meeting templates are provided for collaborative meetings, presentations, and training applications. Each template is optimized to the particular application and includes different views for the each user type, such as moderator and attendees. For training and larger external Web seminar meetings, a presenter preparation area allows presenters to share notes or chat among themselves without the messages being seen by participants in the meeting. Moderated chat, polling, and user status indicators allow for private communication and group feedback. The broad capabilities and support for multiple applications facilitate much more effective virtual meetings and eliminate the need to deploy multiple conferencing solutions.

Advanced Rich-Media Conference Management and Control

Cisco Unified MeetingPlace conferencing tightly integrates voice, video, and Web conferencing for advanced in-meeting control (Figure 2). Without disrupting a meeting, users know who is attending, how they are attending (voice, video, or Web), who is speaking, and who is sharing. To help ensure that meetings run smoothly, users with the appropriate privileges can control a broad range of meeting characteristics, including participant content sharing and speaking capabilities, dialing out to or sending an e-mail invitation to new participants, moving participants to breakout sessions, and securing meetings. Users can also control their personal meeting environments, including muting and unmuting their phones, modifying their video layouts, and moving into private discussions. When a user chooses to leave or is ejected from a meeting, all media types — voice, video, and Web — are disconnected simultaneously.

Figure 2. Advanced Rich-Media Conference Control



Similar meeting management and control capabilities are also available from the WebEx Web conference interface. Participants and meeting hosts can dial out to their phone to join the Cisco Unified MeetingPlace voice conference, see who is in the voice conference, see who is speaking, and access voice conference controls, such as muting participants and locking the meeting. This integrated user experience results in more effective virtual meetings.

Rich-Media Conference Recordings

Cisco Unified MeetingPlace Web Conferencing securely records, stores, and plays back meetings. You can start a meeting recording from either the phone or Web interface. The Cisco Unified MeetingPlace Web Conferencing server securely stores synchronized Web and voice meeting recordings that you can play back using common Web browsers — and no separate hardware or software is required.

When Cisco Unified MeetingPlace conferencing is integrated with WebEx Meeting Center Web conferencing, the meeting host can initiate integrated voice and Web conference recordings directly from the WebEx interface. After the meeting the host can download, edit, and distribute the recording.

Secure Web Conferencing

Cisco Unified MeetingPlace conferencing combines on-premises conferencing with advanced architectural and application security. The Cisco Unified MeetingPlace solution provides a multiserver deployment model that allows you to isolate internal meetings behind the firewall, while making meetings with partners, customers, and suppliers Internet-accessible. You can securely store or immediately purge uploaded content, depending on your preferences. You can encrypt meetings, limit access to specific users, and use a variety of in-meeting security settings to limit unwanted access to meetings and content.

Product Architecture

Rich-Media Conferencing

The Cisco Unified MeetingPlace 6.0 Web Conferencing application is run on one or more Cisco media convergence servers as part of a Cisco Unified MeetingPlace solution. Using the IP network, the software communicates with a Cisco Unified MeetingPlace 8100 Audio Server and integrates with Cisco Unified MeetingPlace for Microsoft Outlook, Cisco Unified MeetingPlace for IBM Lotus Notes, Cisco Unified MeetingPlace Video Integration, Cisco Unified MeetingPlace

SMTP E-Mail Gateway, and other Cisco Unified MeetingPlace integrations. Refer to the respective data sheets for more information about these integrations.

Cisco Unified MeetingPlace Web Conferencing software is used to integrate on-premises voice conferencing with on-demand WebEx Web conferencing. This software is deployed on a Cisco MCS 7835 or MCS 7845 Media Convergence Server. The WebEx Web conference is conducted using WebEx on-demand conferencing services.

Scalability and Availability

Cisco Unified MeetingPlace 6.0 Web Conferencing servers can be clustered for system scaling, load balancing, and failover. In a load-balanced deployment, meetings are automatically started on the least-loaded server, and if a server fails, meetings automatically resume on alternate servers. Cascading across multiple servers is automatically handled for large meetings.

System Capacity

Cisco Unified MeetingPlace 6.0 Web Conferencing can support up to 1000 concurrent Web conferencing users with a cluster of two Cisco media convergence servers. Each Cisco MCS 7845 server can support up to 500 concurrent Web conferencing users and up to 100 concurrent meetings. Users can join at a maximum rate of 4 connections per second per cluster, and the maximum meeting size is 1000 participants.

When voice and Web conferencing are deployed together, the maximum simultaneous use capacity is 1000 combined voice and Web connections per system (refer to Table 1).

Table 1. System Scalability: Cisco Unified MeetingPlace Web Conferencing

	Audio and Web Conferencing Deployments: Simultaneous Connections				
Cisco Unified MeetingPlace 8112 Audio Server					
Voice connections	1000	800	500	200	0
Web connections	0	200	500	800	1000
Total	1000	1000	1000	1000	1000

When integrated with WebEx, a Cisco Unified MeetingPlace system can scale to a maximum of 500 concurrent voice conference users and 500 Web conference users.

Features

Cisco Unified MeetingPlace Web Conferencing

Rich-Media Conferencing

- Integrated voice conferencing: Cisco Unified MeetingPlace 6.0 Web Conferencing integrates with the Cisco Unified MeetingPlace 8100 Audio Server voice conferencing platform to provide an integrated voice and Web conferencing solution.
- Integrated video conferencing: With Cisco Unified MeetingPlace Video Integration, Cisco Unified MeetingPlace 6.0 Web Conferencing integrates with Cisco Unified Videoconferencing systems to provide an integrated voice, video, and Web conferencing solution.

Meeting Management

- Meeting console: Cisco Unified MeetingPlace conferencing provides a browser-based interface to manage the voice, video, and Web elements of meetings, as well as to share content (refer to the following section, “Web Conferencing”).
- Personal controls: Meeting participants can call out to their phone or video endpoints, mute and unmute themselves, pause and play video, change their video layout from active speaker to multiple videos (continuous presence), disconnect from video, move to breakouts (phone), and leave the meeting (disconnecting their voice, video, and Web sessions).
- Meeting controls: The meeting moderator can change voice and Web conferencing permissions, call out to others to bring them into the meeting, mute and unmute selected participants, mute all participants, pause and play another participant’s video, rename users, move participants to waiting room or breakout sessions, merge users (audio and Web) on the participant list, move the meeting from an internal to an external Web server, record the meeting, change voice conference announcements, lock the meeting, eject multiple users, and end the meeting.
- Real-time identification of speaker and sharer: You can view a list of who is speaking and sharing at any given moment.
- Participant list: This list includes all voice, video, and Web conference participants with permission icons and their emoticon status.
- Chat: You can send public and private text messages within collaborative meetings (refer to the discussion of collaborative, presentation, and Web seminar meetings later in this document). In presentation and Web seminar meetings, presenters can chat with anyone, and audience members can chat only with presenters.
- Use tracking: The meeting moderator or administrators can separately track meeting console use and general Web conferencing use for billing purposes.

Web Conferencing

- Presentations: You can upload and share Microsoft PowerPoint presentations, graphics files (jpg files), Flash content (swf files), or Flash movies (flv files) using a Web browser under Windows and Mac OS. Animations within the presentations are preserved as slides are advanced.
- Presenter preparation area: Only presenters and moderators can see or access this portion of the screen, facilitating private discussions away from general view.
- Annotations and whiteboards: You can annotate shared applications, presentations, and whiteboards. Multiple whiteboard sessions are available per meeting.
- Application and desktop sharing: You can share any document or application on your desktop (including dual monitor systems) from Windows (Internet Explorer, Firefox, or Netscape browsers) and Mac OS (Safari or Firefox browsers). Shared content automatically resizes to the viewer’s desktop resolution. You can share multiple applications at the same time within the meeting for side-by-side viewing, as well as participate in multiple Web conferencing sessions at the same time.
- Remote control: When allowed, you can remotely take control of a shared application, presentation, document, Website, or desktop to collaborate or provide remote assistance.
- Moderated chat: Presenters and moderators can select specific questions to which to respond, either to the individual or to the entire group.

- **Polling:** Participants can create polls before a meeting or in real time during a meeting. Presenters can administer polls and manage the display of results using bar charts. Results are available during and after the meeting.
- **Meeting templates:** For ease of use, standard templates (collaborative, presentation, and Web seminar) are provided with preset tools and layouts for easy access.
- **Customizable layouts:** You can create your preferred meeting layout and save it for use in future meetings.
- **Recording:** You can automatically record and play back synchronized Web and voice meeting content without the need for additional hardware or software at the desktop. You can store recordings remotely with network-attached-storage (NAS) and storage-area-network (SAN) systems. You can store voice recordings as MPEG Layer 3 (MP3), or Windows Media files.

Meeting Setup and Attendance

- You can schedule or initiate immediate voice, video, and Web conferences through a Web interface, touch-tone or Cisco Unified IP phone, Microsoft Outlook or IBM Lotus Notes calendar, and IM.
- **Reservationless meetings:** You can set up impromptu voice, video, and Web conferences using a personalized meeting ID if you are a designated user. You can configure reservationless meetings as internal or external meetings, and you can set a maximum number of ports for a reservationless meeting.
- **Video scheduling and attendance:** You can schedule integrated rich-media meetings with voice, Web, and multiple video Cisco Unified Videoconferencing Multipoint Control Units (MCUs) and video terminals. You can search the directory to check the availability of specific video terminals that, when selected, are automatically outdialed from a Cisco Unified Videoconferencing MCU when the meeting starts. You can also set up video-only meetings that connect through a Cisco Unified Videoconferencing MCU as well as select from multiple, preconfigured service codes that define bandwidth, video layout, and access restrictions.
- **Collaborative, presentation, and Web seminar meetings:** With Cisco Unified MeetingPlace conferencing, you can set up collaborative meetings for small, peer-oriented meetings such as project and staff meetings; presentation meetings for more structured Web conferencing meetings such as group training sessions; and Web seminar meetings for large, controlled meetings such as external presentations. In all meeting types, the meeting organizer can change user permissions as needed.
- **Invitations:** Calendar or e-mail invitations are automatically distributed to invited participants with the information needed to attend the integrated rich-media conference.
- **Point-and-click attendance:** You can attend voice, video, and Web conferences directly from your calendar, e-mail notification, URL link, IM, or browser.
- **Autocascade for large meetings:** When the number of participants exceeds the maximum number for a particular Web server, the system automatically cascades to other Web conferencing servers in the cluster to support a large meeting.

- **Integrated IM:** With Cisco Unified MeetingPlace Jabber Integration, you can easily initiate integrated voice, video, and Web conferences from Jabber Messenger. Similarly, with Cisco Unified MeetingPlace for Microsoft Office Communicator, you can initiate conferences directly from Microsoft Office Communicator. And with Cisco Unified Personal Communicator, you can initiate Cisco Unified MeetingPlace Web conferences.

Security

- **Dedicated, on-network system:** Each customer deploys a Cisco Unified MeetingPlace system that is integrated into the organization's private network.
- **Internet lock-out controls:** You can set up meetings either as internal meetings that are held entirely behind the corporate firewall or as external meetings that are also accessible to Internet participants. Administrators and meeting organizers have complete control.
- **Access authentication:** Meeting organizers can require that participants authenticate themselves using individual logins to attend a meeting or to access the documents and recordings for a meeting. In addition, the Cisco Unified MeetingPlace system can automatically block out users after multiple failed login attempts.
- **Automated account management:** Cisco Unified MeetingPlace conferencing integrates with corporate directories, automatically removing accounts of employees who leave the company. For more details, refer to the Cisco Unified MeetingPlace Directory Integration data sheet.
- **Single sign-on:** Single sign-on simplifies user authentication. Windows Integrated Authentication and Lightweight Directory Access Protocol (LDAP) authentication are supported for easy, secure access.
- **Encryption:** Cisco Unified MeetingPlace conferencing supports encrypted Webpages and Web conferencing traffic using Secure Sockets Layer (SSL).
- **In-session meeting controls:** Meeting organizers can change voice and Web conferencing permissions, specify announced entry and departure, require passwords, lock the meeting, and eject unwanted attendees.
- **Public key infrastructure (PKI) support:** Cisco Unified MeetingPlace conferencing supports PKI certificates between the client and the Web server.

Enhanced Access

- **Common interface:** Cisco Unified MeetingPlace Web Conferencing is accessible from standard Web browsers (Windows, Mac OS, Linux, and Solaris), telephones (public switched telephone network [PSTN], private branch exchange [PBX], IP, and wireless), and standards-based video endpoints (H.323, Session Initiation Protocol [SIP], H.320, and Skinny Client Control Protocol [SCCP]).
- **Firewall friendly:** HTTP and HTTPS tunneling technology allows users behind firewalls to participate in Web conferences.

Additional Features

- **Configurable user interface:** System administrators easily can show or hide fields and change English text and field labels.
- **Multilanguage support:** Cisco Unified MeetingPlace Web Conferencing supports English, Japanese, French, German, Spanish (Latin American), and Portuguese (Brazil).

Cisco Unified MeetingPlace Voice and Video and WebEx Web Conferencing Features

Please refer to the [WebEx Meeting Center](#) and [WebEx Sales Center](#) data sheets for detailed information about those applications.

- Meeting setup and attendance: You can schedule or initiate immediate conferences from the Cisco Unified MeetingPlace Web scheduling interface and the Cisco Unified MeetingPlace Outlook interface.
- Meeting controls (host): The meeting host can call out to others to bring them into the meeting, mute and unmute selected participants, mute all participants, lock the meeting, eject users, and end the meeting.
- Personal controls: Meeting participants can call out to their phone and mute and unmute themselves.
- Language support: This solution currently supports the English (U.S.) language version of the Cisco Unified MeetingPlace solution, WebEx Meeting Center, and WebEx Sales Center.

System Requirements

Cisco Unified MeetingPlace Web Conferencing

Table 2 lists the system requirements for Cisco Unified MeetingPlace Web Conferencing.

Table 2. System Requirements

Feature	Requirements
Hardware	
Voice conferencing platform	Cisco Unified MeetingPlace 8100 Audio Server
Video conferencing platform	Cisco Unified Videoconferencing (optional)
Web conferencing platform	<ul style="list-style-type: none"> • Cisco media convergence servers with part number MCS-7835-H2-RC1 or MCS-7835-I2- support up to 50 Web conferencing licenses per server. • Cisco media convergence servers with part number MCS-7845-H2-RC1 or MCS-7845-I2-RC1 support up to 500 Web conferencing licenses per server.
System Scalability	
Combined audio and Web conferencing deployments	<ul style="list-style-type: none"> • Maximum 1000 concurrent user licenses (refer to Table 1 for more details)
Server Software	
Included with Cisco Unified MeetingPlace Web Conferencing software	<ul style="list-style-type: none"> • Microsoft Windows 2003 Server • Microsoft SQL Server 2000
Customer-provided third-party software	<ul style="list-style-type: none"> • LAME MP3 Encoder (optional; provides MP3 voice recording using the Web interface) • SSL certificate (optional; provides SSL support)
Presenter Requirements	
Windows	<ul style="list-style-type: none"> • Windows 2000 SP4, XP Home or Professional, or Vista (XP recommended) • Internet Explorer 5.0 or later • Netscape 7.1 • Firefox 1.5 or later • Adobe Flash Player 6.0.79 or later
Mac OS	<ul style="list-style-type: none"> • Mac OS 10.2, 10.3, 10.4 (PPC/Intel), or 10.5.1 • Firefox 1.5 or higher or Safari 1.1 or later • Adobe Flash Player 6.0.79 or later
Additional requirements	<ul style="list-style-type: none"> • Minimum bandwidth requirement: DSL or cable (wired connection recommended) • Minimum 1-GHz processor recommended when screen sharing

Participant Requirements	
Windows	<ul style="list-style-type: none"> • Windows 2000 SP4, XP, or Vista • Internet Explorer 5.0 or later • Firefox 1.5 or later • Netscape Navigator 7.1 • Adobe Flash Player 6.0.79 or later
Mac OS	<ul style="list-style-type: none"> • MAC OS X 10.2, 10.3, 10.4, or 10.5.1 • Safari 1.1 or later • Firefox 1.5 or later
Linux	<ul style="list-style-type: none"> • Firefox 1.5 or later • Adobe Flash Player 7 or later
Solaris	<ul style="list-style-type: none"> • Mozilla 1.7 • Adobe Flash Player 7 or later

Cisco Unified MeetingPlace Voice and WebEx Web Conferencing Requirements

In addition to the hardware and server software requirements listed in Table 2, the following are required for integrating the Cisco Unified MeetingPlace solution with WebEx Web conferencing:

- Cisco Unified MeetingPlace 6.0 MR2 or later
- Cisco Unified MeetingPlace 6.0 Web Conferencing software
- WebEx WBS26 or later

Ordering Information

Table 3 lists the ordering information for Cisco Unified MeetingPlace Web Conferencing. You can order the software and user licenses as options with any Cisco Unified MeetingPlace 8106 or 8112 bundle or as options for the bundle with part number MP-LICENSE-UPG. To place an order, visit the [Cisco Ordering Home Page](#) and refer to Table 3.

This product is a part of Cisco Unified Workspace Licensing. Please visit http://www.cisco.com/go/workspace_licensing for more information and to determine whether Cisco Unified Workspace Licensing is appropriate for your customer.

Table 4 lists the ordering information for the integration with WebEx. In addition, the integration with WebEx does not require you to purchase any Cisco Unified MeetingPlace Web licenses. You will, however, need to purchase a separate contract with WebEx to enable the Web conferencing function.

Table 3. Ordering Information for Cisco Unified MeetingPlace Web Conferencing

Product Name	Part Number
Cisco Unified MeetingPlace 6.0 Conference User Interface (included in Cisco Unified MeetingPlace system bundles; includes 5 concurrent Web conferencing user licenses)	MP-CONF-UI-6.0
Cisco Unified MeetingPlace 6.0 Web Conferencing (includes 20 concurrent Web conferencing user licenses)	MP-WEBCONFSW-6.0
Cisco Unified MeetingPlace Web Conferencing User License Bundle (includes 20 user licenses)	MP-WEB-UL-20
Cisco Unified MeetingPlace Web-Voice Recording System License	MP-RM-RECORDING

Table 4. Ordering Information for WebEx Integration

Product Name	Part Number
Cisco Unified MeetingPlace 6.0 Web Conferencing	MP-WEBCONFSW-6.0

For more information about Cisco services, refer to [Cisco Technical Support Services](#) or [Cisco Advanced Services](#).

For More Information

For more information about Cisco Unified MeetingPlace conferencing, visit <http://www.cisco.com/go/meetingplace> or contact your local Cisco account representative.

Cisco Unified Communications Services

Cisco and its certified partners can help you deploy a secure, resilient Cisco Unified Communications Solution, meeting aggressive deployment schedules and accelerating business advantage. The Cisco portfolio of services is based on proven methodologies for unifying voice, video, data, and mobile applications on fixed and mobile networks.

Cisco's unique lifecycle approach to services defines the requisite activities at each phase of the solution lifecycle. Customized planning and design services focus on creating a solution that meets your business needs. Award-winning technical support increases operational efficiency. Remote management services simplify day-to-day operations, and optimization services enhance solution performance as your business needs change.



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