



Installing the Cisco Unified MeetingPlace Express Presenter Add-in

If you are reading this document, we assume that you have clicked the link in the web meeting room to download the Cisco Unified MeetingPlace Express Presenter Add-in and then clicked the help button in the dialog box that appeared.

This document answers the following questions:

- [Why do I need to install the Cisco Unified MeetingPlace Express Presenter Add-in?](#)
- [What happens if I click “Yes”?](#)
- [What happens if I click “No”?](#)
- [Will the prompt to install the add-in appear every time I share my screen?](#)
- [What can I do if my installation fails?](#)

Why do I need to install the Cisco Unified MeetingPlace Express Presenter Add-in?

You must install the Cisco Unified MeetingPlace Express Presenter Add-in to let others view your desktop, a document, or an application on your computer.

Installing the add-in also lets you see pop-up notifiers that the system displays when the share pod is shown in full screen mode and chat messages that would otherwise be hidden. In general, the web meeting room displays best if you have installed the add-in, even if you are not sharing content from your computer.

The first time you share your desktop, a document, or an application, the system prompts you to install the Cisco Unified MeetingPlace Express Presenter Add-in. For other ways to install the add-in, see the online help in the web meeting room.

What happens if I click “Yes”?

If you select **Yes**, the system installs the Cisco Unified MeetingPlace Express Presenter Add-in on your computer and you reenter the web meeting room using the Cisco Unified MeetingPlace Express Presenter Add-in. If you were previously trying to select a feature that required the add-in, you need to select the feature again when you reenter the meeting room.



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What happens if I click “No”?

If you select **No**, the add-in is not installed and you cannot share your desktop, a document, or an application.

Will the prompt to install the add-in appear every time I share my screen?

No. After you install the Cisco Unified MeetingPlace Express Presenter Add-in, you do not need to install it again to let others view content on your computer.

What can I do if my installation fails?

If you were prompted to install the Cisco Unified MeetingPlace Express Presenter Add-in and the installation failed, this is most likely because you are or were unable to connect to the Internet or to the location where the add-in resides. If you are in the full web meeting room or the lite web meeting room, you can install the add-in without an Internet connection using the following procedure:



Note

- This procedure does not work if you are in a share-only web meeting room.
- You must have appropriate permissions to install software on your computer.
- Some antivirus software prevents new installations. If necessary, temporarily disable your antivirus software.

Procedure

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- Step 1** Go to any Cisco Unified MeetingPlace Express web page except the web meeting room.
 - Step 2** Click the **Attend** link in the navigation bar at the top of the page.
 - Step 3** Click the **Browser Test** link.
 - Step 4** Wait a few moments while your application runs the browser test.
 - Step 5** Depending on the results you see, perform one or more of the following actions:
 - If Cisco Unified MeetingPlace Express prompts you to download the correct version of the Adobe Macromedia Flash Player, follow the instructions that you see.
 - If you are unable to download the Adobe Macromedia Flash Player, contact your Cisco Unified MeetingPlace Express system administrator.
 - To see more information, click **Show Details**.
 - Step 6** Click **Download the Add-in**.
 - Step 7** Click **Save**.
 - Step 8** Locate the saved file on your computer and double-click it.
An installer window appears.
 - Step 9** In the installer window, click **Next**.
 - Step 10** Click **Install**.
 - Step 11** Click **Finish**.
 - Step 12** If you have a pop-up blocker installed on your computer, disable it.
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