



Preface

This preface describes the audience, organization, and conventions of the *Cisco Smart+Connected Meeting Spaces Administrator Guide* and provides information about the related documentation.

- [Audience, page i](#)
- [Organization, page i](#)
- [Conventions, page ii](#)
- [Related Documentation, page ii](#)

Audience

This guide is meant for a system administrator who configures and maintains the Cisco Smart+Connected MS application.

Organization

This guide includes the following sections:

Section	Title	Description
1	Getting Started	Describes how you can access the Smart+Connected Meeting Spaces application and the tasks that you can perform using the administration interface.
2	Creating The Meeting Spaces Service	Describes how to configure Cisco IP phones to use the Smart+Connected Meeting Spaces application.
3	Working with Configurations	Describes how to add features, messages, energy-saving settings, and faults items for a location.
4	Working with Faults	Describes how to add, edit, and delete the faults items that appear on the Cisco IP phones.
5	Working with the Signage Menu	Describes how to add, edit, and delete messages that you can send to digital signage using the Cisco IP phones.
6	Working with the Signage Content	Describes how to add, edit, and delete content that appears on digital signage.

Send documentation comments to scc-docfeedback@cisco.com

Section	Title	Description
7	Working with Reports	Describes how to generate the conference room usage, early release, and auto release reports.
8	Configuring Room Setup	Describes how you can add room setups for conference rooms and how you can manage the room setup configurations.
9	Working with Emergency Notifications	Describes how you can create emergency messages and associate these messages to an emergency incident.
10	Working with Information Signage	Describes how you can add, edit, and delete content displayed on the Information Signage.
11	Working with Smart+Connected Green Advisor	Describes how you can add, edit, and delete content displayed on the Green Advisor Display.
12	Working with Tools	Describes how to manage data collection, IP phones, energy savings, and templates.
13	Usage Scenarios	Describes how the changes that are made in the SDP and the Smart+Connected Meeting Spaces applications affect the experience of the end user.
Appendix A	Troubleshooting	Describes the issues that you may face when working with the Smart+Connected Meeting Spaces application, and how to troubleshoot them.

Conventions

This guide uses the following conventions:

Convention	Description
Boldface	Commands, command options, and keywords are in boldface .
<i>Italics</i>	Arguments for which you supply values are in <i>italics</i> .
Option > Option	Used to describe a series of menu options.



Note

Means *reader take note*. Notes contain helpful suggestions or references to material not covered in the manual.

Related Documentation

- *Cisco Smart+Connected Spaces User Guide*
- *Cisco Smart+Connected Meeting Spaces User Guide*
- *Cisco Smart+Connected Meeting Spaces Installation Guide*

Send documentation comments to scc-docfeedback@cisco.com

- *Cisco Smart+Connected Meeting Spaces Customization Guide*
- *Release Notes for Cisco Smart+Connected Meeting Spaces*
- *Cisco Service Delivery Platform Installation Guide*
- *Cisco Service Delivery Platform User Guide*

Send documentation comments to scc-docfeedback@cisco.com