



CHAPTER 5

Managing Cisco TelePresence Endpoints for Cisco Unified Conferencing for TelePresence

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Topics in this section include:

- [About Managing Cisco TelePresence Endpoints, page 5-1](#)
- [Synchronizing with Cisco Unified Communications Manager, page 5-1](#)
- [Searching for a Cisco TelePresence Endpoint, page 5-2](#)

About Managing Cisco TelePresence Endpoints

Cisco TelePresence endpoints are configured as devices in Cisco Unified Communications Manager. Cisco Unified Conferencing for TelePresence downloads endpoint information, such as quality setting and room or device name, every 30 minutes and uses the information to determine which meeting type (service) to provide to end users.

Synchronizing with Cisco Unified Communications Manager

Use this procedure to obtain endpoint information for the first time and whenever you update Cisco TelePresence endpoint configuration.

Before You Begin

- You must configure the Room Name for Cisco TelePresence devices in Cisco Unified Communications Manager. See the [Cisco Unified Communications Manager Installation Guide for the Cisco TelePresence System](#) for your release.
- If you use the web for scheduling, we also recommend that you configure an Alerting Name in Cisco Unified Communications Manager for the lines that are associated with Cisco TelePresence devices. This is the name of the endpoint that displays in the web-scheduling form.
- Configure the AXL interface.

Procedure

- Step 1** Log in to the Administration Center.

Step 2 Click **Services > Endpoint Management**.

Step 3 Click **Force Synchronization**.

Related Topics

- [About Managing Cisco TelePresence Endpoints, page 5-1](#)
- [Searching for a Cisco TelePresence Endpoint, page 5-2](#)
- [Configuring the Cisco Unified Communications Manager AXL Interface, page 4-2](#)

Searching for a Cisco TelePresence Endpoint

Use this procedure to search for a Cisco TelePresence endpoint and view its details.

Procedure

Step 1 Log in to the Administration Center.

Step 2 Click **Services > Endpoint Management**.

Step 3 Click **User ID** or **Main phone #** in the Select Search Rule area.

Step 4 Enter the endpoint user ID or phone number.

Step 5 Click **Search**.

Step 6 Click **View** next to the User ID for details.

Related Topics

- [About Managing Cisco TelePresence Endpoints, page 5-1](#)
- [Synchronizing with Cisco Unified Communications Manager, page 5-1](#)