



CHAPTER 1

Dialing with the Cisco Unified Videoconferencing 5100 MCU

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Meeting Participation using the Cisco Unified Videoconferencing 5100 MCU

You can participate in video meetings hosted on the MCU from any phone, terminal, or endpoint on any type of network to which the MCU connects. The MCU can accept calls from H.323, Skinny Client Control Protocol (SCCP), and Session Initiation Protocol (SIP) endpoints, and with Unified Videoconferencing gateway support, from phones and terminals on H.320 and PSTN networks in the same meeting.

You can participate in a meeting by dialing from a phone, from an endpoint application, or by using the MCU Meeting Control interface.

With appropriate access rights, you can also create meetings, invite other participants and meetings, and use an extensive range of meeting control features for enhancing the video conferencing experience.

The Auto Attendant feature allows you to access the video Interactive Voice Response (IVR) mechanism by dialing the IP address of the MCU from your endpoint.

When the MCU works with a gatekeeper, you can configure a leading number in the MCU web interface at Configuration > Conferences > Auto attendant number. Dialing this number allows direct access to the video IVR.

About Making an Ad Hoc Call

You can create or join an ad hoc (also called dial-in) meeting by dialing the meeting number. Users can invite single or multiple participants in the same operation.

Alternatively, you can use the “auto-attendant” mechanism to dial directly from an H.323 or SIP endpoint to the MCU using the MCU IP address or the number configured at **Configuration > Conferences > Auto attendant number** (set to 1800 by default). When you dial using the auto-attendant mechanism, you do not need to register to an H.323 gatekeeper or SIP registrar.

Users can initiate multi-point meetings that run unattended and do not require advance configuration. Users simply dial a number and the MCU automatically sets up the meeting. Anyone else who dials that number can join the meeting at any time, provided that network resources are available. All that the user requires is a suitable service number—that an Administrator supplies—to combine with a unique number for the meeting. A common practice is to use the telephone extension number of the meeting creator as the unique number.

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How to Dial from the Cisco Unified Videoconferencing 5100 MCU to H.323 Endpoints

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Starting or Joining an Ad Hoc Meeting with H.323 Endpoints

Procedure

-
- Step 1** Verify the meeting ID number and the service prefix.
- The meeting ID number is composed of a service prefix number and a unique number (or numbers) identifying the meeting.
- For example, you can dial 711234 where
- 71 is the service prefix.
- 1234 is the unique meeting number.
- Step 2** Dial in to the meeting using the meeting ID number.
- As soon as the MCU accepts the call, you are connected to the existing meeting, or the MCU creates a new meeting with this meeting identifier.
-

Inviting Multiple H.323 Endpoints with a Single Dial String

With an H.323 endpoint, you can create or join an ad hoc meeting and invite single or multiple participants in the same operation using the invite sign (**).

Procedure

-
- Step 1** Dial this string to invite a single participant:

<meeting ID number> + <*> + <invited participant number>

Step 2 Dial this string to invite multiple participants in one action.

<meeting ID number> + <*> + <invited participant number 1>+ <*> + <invited participant number 2>+ <*> + <invited participant number 3>



Note You invite further multiple participants in one action by using the invite sign to separate each individual participant number.

How to Dial from the Cisco Unified Videoconferencing 5100 MCU to SIP Endpoints

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Starting or Joining an Ad Hoc Meeting with SIP Endpoints

Procedure

- Step 1** Verify the meeting ID number and the service prefix.
- The meeting ID number is composed of a service prefix number and a unique number (or numbers) identifying the meeting.
- For example, you can dial 711234 where
- 71 is the service prefix.
- 1234 is the unique meeting number.
- Step 2** Verify the MCU domain name.
- Step 3** Dial in to the meeting using the meeting ID number and the MCU domain name in this format:
- <meeting ID number> @ <mcu.domain.com>
- As soon as the MCU accepts the call, you are connected to the existing meeting, or the MCU creates a new meeting with this meeting identifier.

Inviting Multiple SIP Endpoints with a Single Dial String

You can dial from a SIP endpoint and invite an H.323 or SIP endpoint when the inviting SIP endpoint is registered in the MCU domain. The MCU adds the default domain to the dialed string when a user name is dialed without a domain:

Procedure

-
- Step 1** Dial this string to invite a single participant:
- <meeting ID number> + <*> + <invited participant and SIP domain>
- where the invited participant and SIP domain are in the format
- user@mcu.domain.com
- Step 2** Dial this string to invite multiple participants in one action.
- <meeting ID number> + <*> + <invited participant number 1>+ <*> + <invited participant number 2>+ <*> + <invited participant number 3>



Note You invite further multiple participants in one action by using the invite sign to separate each individual participant number.

Dialing into the Cisco Unified Videoconferencing 5100 MCU Configured as a SIP-compliant Endpoint

Administrators can configure the MCU as a SIP-compliant endpoint. Users can start or join an ad hoc meeting by dialing into this MCU from their SIP endpoint. This procedure assumes that the SIP Proxy responsible for the network is capable of routing calls according to the dialed prefix. Check with your SIP Proxy vendor for compliance.

Procedure

-
- Step 1** Dial a meeting on the MCU from a SIP endpoint by dialing the meeting ID.
- Step 2** Add the default domain to the dial string.
- For example, dial
- 711234@default.domain
- where
- 712134 is the MCU meeting ID (service prefix + unique meeting identifier).
- default.domain is the default domain of the MCU on which the meeting is hosted.
-

Dialing into the Cisco Unified Videoconferencing 5100 MCU Configured as a Separate SIP Domain

Administrators can configure the MCU as a separate SIP domain. Users can start or join an ad hoc meeting by dialing into this MCU from a SIP-compliant endpoint.

Procedure

-
- Step 1** Dial the meeting ID.
- Step 2** Add the unique MCU domain as defined in the proxy or Domain Name Server (DNS) server to the dial string.
- For example, dial
meeting.id@mcu.domain.com
-

Dialing from any IP Endpoint

You can start or join an ad hoc meeting from any IP-based endpoint. When dialing from an IP endpoint, configure the dialing software, IP phone, or other device with the appropriate network configuration details (H.323 gatekeeper IP address or SIP proxy IP).

To start or join a meeting with an IP endpoint, select one of the following steps:

Procedure

-
- Step 1** To start or join a meeting, dial the meeting ID number.
- For example, dial 711234.
- As soon as the MCU accepts the call, you connect to the existing meeting or the MCU creates a new meeting with this meeting identifier.
- or—
- Step 2** To start or join a meeting and invite a participant, dial the meeting ID number followed by the invite sign (**) and the number of the participant you want to invite.
- For example, dial 711234**5678
- As soon as the MCU accepts the call, you connect to the existing meeting or the MCU creates a new meeting with this meeting identifier.
- or—
- Step 3** To start or join a meeting and invite a participant on the Integrated Services Digital Network (ISDN), Public Switched Telephone Network (PSTN) or cell phone network, dial the meeting ID number followed by the invite sign (**), the appropriate gateway service prefix, and the ISDN line number.
- For example, dial 711234**867655001 (<Meeting ID number> + <**> + <Gateway service prefix + line number>).
- As soon as the MCU accepts the call, you are connected to the existing meeting or a new meeting is created with this meeting identifier.
- or—

- Step 4** Access the MCU Auto Attendant by dialing from the endpoint to the MCU IP address, or to the number configured at **Configuration > Conferences > Auto attendant number** (set to 1800 by default).
Select **0** to create a new meeting, or to select a meeting to join from the list of existing meetings.

Controlling Meetings with DTMF

You can control MCU meetings using Dual Tone Multi-Frequency (DTMF) signals from your endpoint remote control or key pad. You may need to enable touch tone mode for DTMF entry on some remote controls.

Depending on how the administrator sets the DTMF forwarding advanced command, the MCU passes out-of-band DTMF signals to all endpoints in the meeting, to gateways only, or does not pass DTMF signals.

The gateway inserts in-band signals on receiving the DTMF from the MCU. The audio bridge receives these in-band signals and responds accordingly.

Table 1-1 shows available DTMF control signals.

Table 1-1 DTMF Controls

During a meeting press * followed by:	
*	Listen to available options
1	Become Moderator/stop moderating
2	Mute/unmute your line
3	Control your volume
4	Show/hide participant names
5	Terminate the meeting (Moderator only)
6	Change the main video layout for the meeting
7	Block/unblock admission to meeting (Moderator only)
8	Invite a new participant (Moderator only)
9	Mute/unmute all participants (Moderator only)
#	Return to the meeting

Controlling Personal Video Layouts with DTMF

Procedure

- Step 1** Select **0** on your endpoint remote control to activate the personal video layout mechanism.
- Step 2** Continue to select **0** to rotate through these personal video display options:
- Enlarged Main View
 - Same Sized Screen

- Full screen
- Fixed 4 Participants
- Fixed 6 Participants
- Fixed 9 Participants

Step 3 Release 0 to select the option that you require.

Step 4 (Optional) Select # to shrink the size of the video display to better fit your endpoint screen.
