



Preface

This preface describes the purpose, audience, organization, and conventions of this guide, and provides information on how to obtain related documentation.



Note

This document may not represent the latest Cisco product information available. You can obtain the most current documentation by accessing Cisco's product documentation page at this URL: http://www.cisco.com/en/US/products/sw/voicesw/ps556/tsd_products_support_series_home.html

- [Purpose, on page i](#)
- [Audience, on page i](#)
- [Organization, on page i](#)
- [Related Documentation, on page iii](#)
- [Conventions, on page iv](#)
- [Documentation and Service Requests, on page v](#)
- [Cisco Product Security Overview, on page v](#)

Purpose

The Cisco Unified Communications Manager Bulk Administration Guide provides instructions for using the Bulk Administration menu of Cisco Unified Communications Manager Administration.

Audience

This document provides information for network administrators and engineers who are responsible for managing the Cisco Unified Communications Manager system. Administering Cisco Unified Communications Manager Bulk Administration (BAT) requires knowledge of telephony and IP networking technology.

Organization

Table 1 provides the organization of this guide.

Layout of BAT Tool User Guide

| Chapter | Description |
|--|---|
| Overview | Unified Communications Manager Bulk Administration Overview Provides an overview of BAT. |
| File Upload and Download | Upload/Download Files Describes how to upload and download files. |
| Phones | Phones Describes how to add phones, phones and users, computer telephony integration (CTI) ports, and CTI ports and users in batches rather than adding each device or combination individually. Also describes how to add or update lines, phone services, and speed dials and how to update and delete phones. |
| Users | Users Describes how to add, update, and delete batches of users. |
| Phones and Users | Phones and Users Describes how to add a group of users and their phones on a Unified Communications Manager server in one bulk transaction. |
| Managers and Assistants | Managers and Assistants Describes how to add, update, or delete Manager Assistant Associations. |
| User Device Profiles | User Device Profiles Describes how to add, update, or delete User Device Profiles. |
| Gateways | Gateways Describes how to add, update, or delete Cisco VG200 gateways and ports, and how to add or delete Foreign Exchange Station (FXS) ports for Cisco Catalyst 6000 analog interface modules. Also describes how to create a gateway directory number template for use with FXS ports. |
| Forced Authorization Codes and Client Matter Codes | Forced Authorization Codes and Client Matter Codes Describes how to add, update, or delete Client Matter Codes and Forced Authorization Codes. |
| Call Pickup Groups | Pickup Groups Describes how to add, update, or delete call pickup groups. |
| Mobility | Mobility Describes how to insert, delete, and export access lists, remote destinations and remote destination profiles. |
| Region Matrix | Region Matrix Describes how to populate and depopulate the region matrix. |
| Import/Export | Import/Export |

| | |
|---|---|
| | Describes how to import or export Unified Communications Manager database to another server, or to the same server with modifications. |
| Phone Migration | Phone Migration Describes the Phone Migration menu in BAT and details the procedure to migrate phones in bulk. |
| Extension Mobility Cross Cluster (EMCC) | Extension Mobility Cross Cluster (EMCC) Describes the EMCC menu in BAT and details how to insert, delete, and update EMCC. |
| Intercompany Media Engine (IME) | Intercompany Media Services Describes the Intercompany Media Services menu in BAT and details how to insert and delete Trusted Element, Trusted Group, Enrolled Group, Exclusion Group, and Fallback Profile configuration. |
| CUPS | CUPS Describes the CUPS menu in BAT and details its use to update and export the CUPS and CUPC users. |
| Tool for Auto-Registered Phones Support | Tool for Auto-Registered Phones Support (TAPS). Describes how to install, configure, and use TAPS. |
| Scheduling Jobs | Scheduling Jobs Describes how to schedule and activate jobs. |
| Troubleshooting BAT and TAPS | Troubleshooting BAT and UnifiedCM Auto-Register Phone Tool Describes some common scenarios for bulk transaction log files and provides an explanation and resolution for various error messages that you may encounter while working with BAT or UnifiedCM Auto-Register Phone Tool. |
| Appendixes | Appendixes Describes how to create text-based files for the devices and users for bulk transactions. Also provides example of file formats for different scenarios. |

Related Documentation

Refer to the following documents for further information about related CiscoIPtelephony applications and products:

- Cisco Unified Communications Manager Online Help
- Cisco Unified Communications Manager System Configuration Guide
- Release Notes for Cisco Unified Communications Manager
- Installing Cisco Unified Communications Manager
- Cisco Unified Serviceability Administration Guide

- Cisco Unified Communications Manager Security Guide
- Hardware Configuration Guide for the Cisco VG200
- Software Configuration Guide for the Cisco VG200
- Cisco VG248 Analog Phone Gateway Software Configuration Guide
- CiscoUnifiedIPPhone Administration Guide for Cisco Unified Communications Manager
- Feature Configuration Guide for Cisco Unified Communications Manager
- Troubleshooting Guide for Cisco Unified Communications Manager
- Cisco Unified Communications Manager Assistant User Guide

Conventions

This document uses the following conventions:

| Convention | Description |
|-----------------------------|---|
| boldface font | Commands and keywords are in boldface. |
| italic font | Arguments for which you supply values are in italics. |
| string | A nonquoted set of characters. Do not use quotation marks around the string or the string will include the quotation marks. |
| screen font | Terminal sessions and information the system displays are in screen font. |
| boldface screen font | Information you must enter is in boldface screen font. |

Notes use the following conventions:



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

Timesavers use the following conventions:



Timesaver Means the described action saves time. You can save time by performing the action described in the paragraph.

Tips use the following conventions:



Tip Means the information contains useful tips.

Cautions use the following conventions:



Caution Means reader be careful. In this situation, you might do something that could result in equipment damage or loss of data.

Warnings use the following conventions:



Warning This warning symbol means danger. You are in a situation that could cause bodily injury. Before you work on any equipment, you must be aware of the hazards involved with electrical circuitry and familiar with standard practices for preventing accidents.

Documentation and Service Requests

For information on obtaining documentation, submitting a service request, and gathering additional information, see the monthly What'sNew in CiscoProduct Documentation, which also lists all new and revised Ciscotechnical documentation, at:

<http://www.cisco.com/en/US/docs/general/whatsnew/whatsnew.html>

Subscribe to the What's New in Cisco Product Documentation as a Really Simple Syndication(RSS) feed and set content to be delivered directly to your desktop using a reader application. The RSS feeds are a free service and Cisco currently supports RSSVersion2.0.

Cisco Product Security Overview

This product contains cryptographic features and is subject to United States and local country laws governing import, export, transfer and use. Delivery of Cisco cryptographic products does not imply third-party authority to import, export, distribute or use encryption. Importers, exporters, distributors and users are responsible for compliance with U.S. and local country laws. By using this product you agree to comply with applicable laws and regulations. If you are unable to comply with U.S. and local laws, return this product immediately.

Further information regarding U.S. export regulations may be found at http://www.access.gpo.gov/bis/ear/ear_data.html

