



# Corporate and Personal Directory Setup

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## Corporate Directory Setup

The Corporate Directory allows a user to look up phone numbers for coworkers. To support this feature, you must configure corporate directories.

Cisco Unified Communications Manager uses a Lightweight Directory Access Protocol (LDAP) directory to store authentication and authorization information about users of Cisco Unified Communications Manager applications that interface with Cisco Unified Communications Manager. Authentication establishes user rights to access the system. Authorization identifies the telephony resources that a user is permitted to use, such as a specific phone extension.

For more information, see the documentation for your particular Cisco Unified Communications Manager release.

After you complete the LDAP directory configuration, users can use the Corporate Directory service on their phone to look up users in the corporate directory.

### Related Topics

[Cisco Unified Communications Manager Documentation](#)

## Personal Directory Setup

The Personal Directory allows a user to store a set of personal numbers.

Personal Directory consists of the following features:

- Personal Address Book (PAB)
- Speed Dials

Users can use these methods to access Personal Directory features:

- From a web browser—Users can access the PAB and Speed Dials features from the Cisco Unified Communications Self Care Portal.

- From the CiscoIP Phone—Choose **Contacts** to search the corporate directory or the user personal directory.

To configure Personal Directory from a web browser, users must access their Self Care Portal. You must provide users with a URL and sign-in information.