

# Configuring Your Privacy Settings

Using your User Options web pages, you can determine how your availability (or *presence*) appears to others on their devices. For example, changes you make to these pages impact how your presence appears on Cisco IP Phone Messenger and Cisco Unified Personal Communicator.

## End-User Privacy Rules

Users who can view your availability are called *watchers*. To enhance your privacy, Cisco Unified Presence allows you to configure customized presence rules to determine who can view your availability and reachability.

Table 1 summarizes the available end-user privacy rules.

**Table 1**      **End-User Privacy Rules**

Rule Type	Rule Options
Visibility Rules	<ul style="list-style-type: none"> <li>• Polite Blocking—Watchers always see an unavailable presence status with no device status for the user.</li> <li>• All state (default)—Watchers see all unfiltered device states in addition to overall reachability.</li> </ul>
Reachability Rules	<ul style="list-style-type: none"> <li>• Precedence-based rules for determining reachability include Available, Away, Busy, Unavailable, Vacation.</li> <li>• Device type, media type, and calendar-based rules.</li> </ul>
Filtering rules	<ul style="list-style-type: none"> <li>• Exclude presence status for specific device types, media types, or calendar status.</li> </ul>

## Creating a Privacy List and Adding Watchers

Privacy lists determine who can view your availability. You have two required privacy lists, and you can create additional custom lists:

- **Default**—The Default policy applies to all watchers not included in another rule. You cannot assign members to the list.
- **Blocked**—Any watcher added to the Blocked policy always sees your status as unavailable.

**Note** Cisco Unified Presence can federate with supported foreign domains including:

- a Microsoft Office Communications Server OCS, or

- a Microsoft Live Communications Server (LCS), or
- a Cisco Unified Presence deployment in a foreign domain

If you add a federated domain to your blocked list, any requests from users in that domain will be blocked, provided those users have not been explicitly allowed.

- Custom—You can also create multiple custom lists in which you define the associated watchers and devices.

If You Want to...	On the Phone	From the User Options Web Pages
Create a custom privacy list	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Click <b>Add New</b> in the <b>Privacy Policy List</b> section.</li> <li>3. Enter a name for the list and click <b>Add</b>.</li> </ol>
Block users from seeing your availability	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Select the <b>blocked list</b> from the <b>Privacy Policy List</b>.</li> <li>3. Click <b>Add New</b> in the <b>Associated Watchers</b> section.</li> <li>4. Click <b>Add</b> and continue adding additional users.</li> </ol>
Add users to your watcher list	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Select one of your <b>User Defined Policies</b> from the <b>Privacy Policy List</b>.</li> <li>3. Click <b>Add New</b> in the <b>Associated Watchers</b>.</li> <li>4. Enter the user name or email address of the person you want to add to your watcher list.</li> <li>5. Click <b>Add</b> and continue adding additional users.</li> </ol> <p><b>Note</b> You cannot add users to the <b>default</b> list because it includes all potential watchers not on any list.</p>

## Displaying Your Device Availability

For the default and custom lists, you can identify whether to allow watchers to see your availability for each device type. You cannot customize these options for the blocked list because those watchers always see your status as unavailable.

If You Want to...	On the Phone	From the User Options Web Pages
Allow watchers to see your overall availability and availability for each device (default list only)	Not applicable	<ol style="list-style-type: none"> <li data-bbox="637 363 1139 391">1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li data-bbox="637 402 1255 461">2. In the <b>Presence Visibility</b> section, select <b>My Overall Presence and the Presence of each of my devices</b>.</li> </ol>
Prevent users from seeing your availability (default list only)	Not applicable	<ol style="list-style-type: none"> <li data-bbox="637 498 1139 526">1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li data-bbox="637 537 1201 596">2. In the <b>Presence Visibility</b> section, select <b>None, always show me as unavailable</b>.</li> </ol> <p data-bbox="637 607 1233 695"><b>Note</b> You do not have this option for custom lists because the effect would be the same as putting someone on your blocked list.</p>
Hide presence information for some devices	Not applicable	<ol style="list-style-type: none"> <li data-bbox="637 709 1139 737">1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li data-bbox="637 748 1244 836">2. In the <b>Individual Presence Configuration</b>, click to select the devices whose availability you do not want to display.</li> </ol> <p data-bbox="637 847 1255 906"><b>Note</b> You can add specific devices used for this list. (See <a href="#">Adding Custom Device Types, page 19</a>).</p>

## Determining Overall Availability

Some watchers might only see your overall availability (based on how you have defined the privacy lists or how their associated devices display your status). Your overall availability is determined by a set of rules prioritizing device status. These pre-set availability states are available:

- Available
- Away
- Busy
- Unavailable
- Vacation

You can modify or re-arrange the priority of these states.

If You Want to...	On the Phone	From the User Options Web Pages
Use the default settings	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Scroll to the <b>Overall Presence Configuration</b>.</li> <li>3. Click <b>Reset Rules to Default</b>.</li> <li>4. Click <b>Save</b>.</li> </ol>
Delete a privacy rule	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Scroll to the <b>Overall Presence Configuration</b>.</li> <li>3. Click <b>Configure</b> next to the rule you want to delete.</li> <li>4. Click <b>Remove</b>.</li> <li>5. Click <b>Update Configuration</b>.</li> <li>6. Click <b>Save</b> on the Privacy Policies page.</li> </ol>
Add another condition to an existing privacy rule	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Scroll to the <b>Overall Presence Configuration</b>.</li> <li>3. Click <b>Configure</b> next to the rule you want to update.</li> <li>4. Select the appropriate options in the <b>Add New Condition to Presence Rule</b> field and click <b>Add Condition</b>.</li> <li>5. Click <b>Update Configuration</b>.</li> <li>6. Click <b>Save</b> on the Privacy Policies page.</li> </ol>
Change priority of privacy rule	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Scroll to the <b>Overall Presence Configuration</b>.</li> <li>3. Click the arrows to move condition up or down in the priority list.</li> <li>4. Click <b>Save</b>.</li> </ol> <p><b>Note</b> The privacy rules apply in order from top to bottom. If rules conflict with each other, the first rule applies.</p>
Set overall status to display when no conditions are met	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Policies</b>.</li> <li>2. Scroll to the <b>Overall Presence Configuration</b>.</li> <li>3. Select the appropriate overall status at the bottom of the configuration section.</li> <li>4. Click <b>Save</b>.</li> </ol>

## Adding Custom Device Types

If you want to customize your presence status for specific devices, you can add them to the device list.

If You Want to...	On the Phone	From the User Options Web Pages
Add Cisco Unified IP phone Add Cisco Unified Personal Communicator Add Cisco IP Phone Messenger	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Custom Device Types</b>.</li> <li>2. Click <b>Add New</b>.</li> <li>3. Select <b>Cisco Unified Communications Manager Device</b>.</li> <li>4. Select the device from the <b>Associated Device</b> list box.</li> <li>5. Enter a <b>Device Type Name</b> and <b>Description</b>.</li> <li>6. Click <b>Save</b>.</li> </ol>
Add a non-Cisco presence-aware device	Not applicable	<ol style="list-style-type: none"> <li>1. Select <b>User Options &gt; Privacy &gt; Custom Device Types</b>.</li> <li>2. Click <b>Add New</b>.</li> <li>3. Select <b>3rd Party Device</b>.</li> <li>4. Enter a <b>Device Type Name</b>, <b>Description</b>, <b>Model</b>, and <b>Contact</b>.</li> <li>5. Click <b>Save</b>.</li> </ol>

