

[Cisco Unified MeetingPlace, Release 6.x](#) > [Cisco Unified MeetingPlace Audio Server](#) > [Scheduling and Attending Meetings](#)

An immediate meeting is one that starts right away (when the Reservationless Meetings feature is not enabled). Users can schedule immediate meetings through the phone interface, Cisco Unified MeetingPlace Web Conferencing, or in the MeetingTime Schedule tab. Users schedule immediate meetings by using profile settings.

For details about immediate meeting parameters, see the [Setting Immediate Meeting Parameters](#).

Remember the following information:

- When the Reservationless Meetings feature is turned on, if a meeting ID is not selected and a user clicks the Immediate Meeting button in the Cisco Unified MeetingPlace Web home page, the system initiates a reservationless meeting with the user's profile number.
- Immediate meetings are not scheduled with video ports if the user schedules the meeting through the phone interface. However, users can join the video conference if there is available unreserved video capacity on the Cisco Unified Videoconferencing MCU.

For information about starting reservationless meetings, see the [Starting a Reservationless Meeting](#). For information about attending reservationless meetings, see the [Attending a Reservationless Meeting](#).