

[Cisco Unified MeetingPlace, Release 6.x](#) > [Cisco Unified MeetingPlace Audio Server](#) > [Planning the installation](#) > [Preinstallation Planning](#)

This worksheet describes preparation tasks for the Cisco Unified MeetingPlace site. A certified installation partner or Cisco Advanced Services representative will work with you to fill out the worksheet.

Task	Complete
Select a location that fulfills the Cisco Unified MeetingPlace system's operating requirements.	
Provide the necessary equipment to mount the Cisco Unified MeetingPlace 8100 series properly: <ul style="list-style-type: none"> <li>• Open rack</li> <li>• Closed rack/cabinet</li> </ul>	
Provide additional power outlets or other equipment required to accommodate the system: <ul style="list-style-type: none"> <li>• Surge suppressor</li> <li>• Uninterrupted power supply (UPS)</li> <li>• Channel service unit (CSU)</li> <li>• Supplemental grounding wire and an appropriate facilities grounding terminal (must be used at all times)</li> </ul>	
<ul style="list-style-type: none"> <li>• Obtain the necessary cables and other hardware not supplied with the system.</li> </ul>	