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Recording Resources and Port Usage

The system comes with 100 recording resources. Recording resources are reserved for scheduled meetings that are owned by users whose [Can record meetings](#) and [Reserve resource for recording](#) user profile fields are set to Yes.

Note: Release 7.0.3 (MR2) does not support the reservation of recording resources so the **Reserve resource for recording** parameter has been removed from the MR2 user interface.

While recording each meeting, the system uses the following:

- One recording resource
- One voice port
- One video port (meetings for which video resources are reserved)

Only the voice portion of the meeting is recorded in video-enabled meetings for which video resources are not reserved for participants.

Note: The system does not use any web ports while recording the web portion of meetings.

When a meeting recording starts:

- (Release 7.0.1 and 7.0.2 only) If a recording resource was reserved for the meeting, the system uses that resource.
- If a recording resource was *not* reserved for the meeting, then the system uses one of the available unreserved recording resources.
- If recording resources are unavailable, the meeting cannot be recorded until a recording resource is released.

The system attempts to use a voice port (and a video port if video resources were reserved for the meeting) in the following order:

1. Port that was reserved for the meeting
 2. Any unreserved port
 3. Floater port
- If the system fails to obtain a voice port, the meeting cannot be recorded until a voice port is released.
 - If the system fails to obtain a video port, only a voice port is used, and only the voice and web portions of the meeting will be recorded.

Note: We recommend configuring additional floater ports if you expect many meetings to be recorded at the same time. See [Planning the Capacity of your Cisco Unified MeetingPlace System](#) and [Configuring Meetings and Ports](#) .

Related Topics

- [Installing and Managing Licenses for Cisco Unified MeetingPlace](#)
- [Recording Size](#)
- [Configuring Audio Conversion](#)

Options for Starting Meeting Recordings

Note: In Release 7.0.3 (MR2), an audio participant must have joined the meeting before users can record a web meeting.

- Users with recording privileges can enter **#61** in the TUI during the meeting.
- Meeting moderators can select **Meeting > Record Meeting...** in the web meeting room.
- The system automatically records meetings in the following cases:
 - ◆ User profiles are configured to automatically record meetings that are scheduled by the user. See [Table: User Profile Field Combinations for Automatically Starting Recordings](#).
 - ◆ While scheduling a meeting, the user (with recording privileges) sets **Automatically start recording** to Yes on the More Options page.

Note: For end-user information about scheduling meetings and modifying user profiles, see the *User Guide for Cisco Unified MeetingPlace* at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_user_guide_list.html.

[Table: User Profile Field Combinations for Automatically Starting Recordings](#) describes how to configure the [Auto-start recording](#) and [Reserve resource for recording](#) user profile fields to affect whether and how the system automatically starts recording meetings.

Note: Release 7.0.3 (MR2) does not support the reservation of recording resources so the **Reserve resource for recording** parameter has been removed from the MR2 user interface. Use the following table when configuring Release 7.0.1 and 7.0.2 (MR1) only.

Table: Table 1 User Profile Field Combinations for Automatically Starting Recordings

<u>Auto-start recording Field Value</u>	<u>Reserve resource for recording Field Value</u>	When to Use This Combination of User Profile Field Settings
Yes	Yes	You want the system to automatically record all meetings that are scheduled by the user.
Yes	No	You want a meeting participant (with recording privileges) to start recording meetings that are scheduled by the user. If all meeting participants leave after the meeting recording is started, then you want the system to automatically restart recording if anyone rejoins the meeting.
No	Yes	You want meeting participants (with recording privileges) to be able to record meetings that are scheduled by the user without worrying about other meetings utilizing all recording resources.
No	No	This combination is automatically configured if you disable recording privileges for the user by setting the <u>Can record meetings</u> field to No.

Related Topics

- [Table: Field Reference: Add User Profile Page and Edit User Profile Page](#)
- [Recording Resources and Port Usage](#)
- [Enabling Users to Record Meetings](#)