**Main page:** Cisco Unified MeetingPlace, Release 7.0

**Up one level:** Configuration

A continuous meeting is a type of scheduled, recurring meeting that reserves the meeting ID and ports indefinitely, so that participants may join the meeting at any time on any day. These special characteristics apply to continuous meetings:

- A continuous meeting is in session only when at least one participant is in the meeting.
- The system treats all instances of a continuous meeting as a single entity with common unique conference ID, displayed as ConfNum in reports and exported data.
- Continuous meeting information does not appear in reports or exported data until after the meeting becomes empty.
- Billing reports do not count the minutes during which continuous meetings are empty.

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**Restrictions**

- Only users of type System administrator can schedule continuous meetings.
- Continuous meetings cannot be recorded.
- A maximum of 1000 continuous meetings can be scheduled on the system.
- Continuous meetings cannot expand port reservations as users join. If all the reserved ports for a continuous meeting are in use, then additional users may join the meeting only if floater ports are available. This restriction applies to audio and video ports.

  It is common, however, to schedule continuous meetings with zero ports so that no resources are held when the meeting is not in session.
- If a continuous meeting is *not* scheduled with reserved video resources, then video may be used only if Video floater ports are configured and are available at that time.
- A continuous meeting instance cannot exceed 24 hours, after which time the system drops all calls in the meeting. Nevertheless, meeting participants may immediately rejoin to restart the meeting.
- In Cisco Unified Communications Manager environments, the length of each call is also limited by

the Maximum Call Duration Timer service parameter in Cisco Unified Communications Manager. Continuous meeting participants whose calls are dropped for this reason may immediately rejoin the meeting.

We recommend that you disable the Maximum Call Duration Timer by setting it to 0. See Configuring the Maximum Call Duration in Cisco Unified Communications Manager.

#### Before You Begin

Complete Configuring Meetings and Ports.

**Note:** By performing this task, you grant System administrator privileges to the specified users.

#### Procedure

1. Log in to the Administration Center.
2. Click **User Configuration > User Profiles**.
3. Click **Edit** or **Add New**, depending on whether you want to configure an existing or a new user group or user profile.
4. Set the Type of user field to **System administrator**.
   This user will now see the continuous meeting option while scheduling recurring meetings.
5. Click **Save**.
6. Repeat Step 2 through Step 5 for all user profiles for which you want to enable the scheduling of continuous meetings.

#### Related Topics

- Table: Field Reference: Add User Profile Page and Edit User Profile Page