

**Main page:** [Cisco Unified MeetingPlace, Release 7.0](#)

**Up one level:** [Reference Information](#)

To find this page, click **User Configuration > Directory Service > Directory Service Filters for Time Zones**. By default, this page displays time zone filters sorted by phone prefix in ascending order.

**Table: Navigation Reference: Directory Service Filters for Time Zones Page**

<b>To</b>	<b>Do This</b>
Sort by region and time zone or by phone prefix	Click the relevant column heading.
Change the sort order to ascending or descending	Click the column heading to display an arrow. Click the arrow to toggle between a down arrow (ascending sort) and an up arrow (descending sort).
Display a shorter or longer list of entries in one view	At the bottom of the page, in the Rows per page field, select the number of entries to display.
Display a different page of entries	At the bottom of the page, perform one of the following actions: <ul style="list-style-type: none"> <li>• In the Go field, enter the page number to display, and click <b>Go</b>.</li> <li>• Click the arrows to page through the list.</li> </ul>
Create a custom time zone filter	Click <b>Add New</b> .
Edit a custom time zone filter	Click <b>Edit</b> .
View detailed time zone information for a preconfigured entry	Click <b>View</b> .
Delete entries	Check the appropriate check boxes in the far left column, then click <b>Delete Selected</b> .

**Related Topics**

- [Configuring Cisco Unified MeetingPlace Directory Service](#)