

[Cisco Unified MeetingPlace, Release 7.1 > Installation > How to Upgrade to Cisco Unified MeetingPlace Release 7.1 > How to Upgrade the Application Server > How to Upgrade the Web Server > Upgrading the Cisco Unified MeetingPlace 3500 Series Media Server Software > Upgrading Microsoft Outlook for Cisco Unified MeetingPlace](#)

**IMPORTANT NOTE:** Before upgrading to Release 7.1, note that there is a **MAJOR** feature change regarding the time period when you can save your meeting recordings. In Release 7.0 MR2 and earlier, you can set this value to a maximum of 730 days. **In Release 7.1, this maximum value is 38 days (MR1 = 60 days), and that is the maximum number of days, you can save your meeting recordings.**

- You can upgrade Cisco Unified MeetingPlace directly from Release 7.1 (MR1) to 7.1.3.8 (MR2)
- You can upgrade Cisco Unified MeetingPlace directly from Release 7.0.2 (MR1) or 7.0.3 (MR2) to 7.1 (FCS or MR1).
- You can upgrade Cisco Unified MeetingPlace directly from Release 7.1 FCS to 7.1 MR1.
- If you are at Release 7.0.1, then you must first upgrade to Release 7.0.2, before you can upgrade to Release 7.1.

See [How to Upgrade to Cisco Unified MeetingPlace Release 7.0.2](#).

**Tip:** We recommend that you upgrade your Cisco Unified MeetingPlace system during a time when there is not much meeting traffic, for example, over a weekend or a period of extended downtime.

- [Upgrading to Release 7.1: Overview](#)
- [Downloading the Release 7.1 Software](#)

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## Upgrading to Release 7.1: Overview

The following table provides a high-level overview of the tasks required to upgrade to Release 7.1.

**Tip:** Either **PRINT** this page or keep this browser window open so that you have easy access to this overview table. You will need to return to this page at various times during the upgrade procedure.

### Procedure

Task	Description and Related Topics
1. Notify end users of the planned upgrade and system downtime.	--
2. Download all of your software.  Required: <ul style="list-style-type: none"> <li>• Application Server Release 7.1</li> <li>• Audio Blade Release 7.1</li> <li>• Video Blade Release 7.1</li> </ul> Optional (depending on your configuration): <ul style="list-style-type: none"> <li>• Web Conferencing Release 7.1 (including Web Conferencing Backup Wizard Release 7.1 and CSA download)</li> <li>• Cisco Unified MeetingPlace Release 7.1 Prerequisite Package (not needed if upgrading directly from Release 7.0.3 or a later release)</li> <li>• Cisco Unified MeetingPlace for Lotus Notes Release 7.1</li> <li>• Cisco Unified MeetingPlace Release 7.1 Integration with Jabber</li> </ul>	For detailed steps, see <a href="#">Downloading the Release 7.1 Software</a> .  <b>Note:</b> The Cisco Unified MeetingPlace for IBM Lotus Sametime Web Conference installer is part of the Cisco Unified MeetingPlace Application Server software. See <a href="#">Integrating with IBM Lotus Sametime Web Conference</a> .
3. Upgrade the Application Server.	In this step, you will do the following:

	<p>1. As needed, apply the relevant hotfixes and dependencies to the Application Server from the MeetingPlace 7.1 Prerequisite Package.</p> <p>2. Upgrade the Application Server based on your deployment.</p> <p><b>Note:</b> Upgrading the Application Server automatically upgrades your Cisco Security Agent version to Release 6.0.</p> <p>For detailed steps, proceed to <a href="#">How to Upgrade the Application Server</a>.</p> <p><b>Tip:</b> Keep this Overview page available by opening the link in a separate browser window.</p>
<p>4. Upgrade the Web Server.</p>	<p>In this step, you will do the following:</p> <p>1. As needed, apply the relevant hotfixes and patches to the Web Server from the MeetingPlace 7.1 Prerequisite Package.</p> <p>2. Upgrade the Web Server.</p> <p>3. Upgrade the Cisco Security Agent on the Web Server.</p> <p>For detailed steps, proceed to <a href="#">How to Upgrade the Web Server</a>.</p> <p><b>Tip:</b> Keep this Overview page available by opening the link in a separate browser window.</p>
<p>5. Upgrade the Media Server.</p>	<p>In this step, you will upgrade the Cisco Unified MeetingPlace 3500 series Media Server, including Audio Blades and Video Blades.</p> <p>For detailed steps, proceed to <a href="#">Upgrading the Cisco Unified MeetingPlace 3500 Series Media Server Software</a>.</p> <p><b>Tip:</b> Keep this Overview page available by opening the link in a separate browser window.</p>
<p>6. Upgrade the Microsoft Outlook for Cisco Unified MeetingPlace integration.</p>	<p><a href="#">Upgrading Microsoft Outlook for Cisco Unified MeetingPlace</a></p> <p><b>Tip:</b> Keep this Overview page available by opening the link in a separate browser window.</p>
<p>7. Test that the upgraded system works correctly.</p>	<p><b>Tip:</b> Systems using SSO authentication for the Cisco Unified MeetingPlace plug-in for Outlook before the upgrade, are defaulted to SSO using Exchange after the upgrade to Release 7.1. Be sure to change this configuration to SSO using Active Directory, if that is the desired SSO authentication source in the Release 7.1 deployment.</p>
<p>8. Inform end users that the system has been successfully upgraded.</p>	<p>--</p>

## Downloading the Release 7.1 Software

### Downloading the Application Server Upgrade

1. Go to the Cisco software download page at <http://www.cisco.com/cisco/software/navigator.html> then navigate to the software by selecting **Voice and Unified Communications > Unified Communications Applications > Conferencing > Cisco Unified MeetingPlace > Cisco Unified MeetingPlace 7.0 > Unified MeetingPlace Application Server.**
2. Select your software release.
3. Download the file.

**Tip:** To note the file checksum, click **Add to Cart** next to the item you want to download, then click the **Download Cart** link in the upper right corner. Expand the item for details including the file checksum. When ready, click **Proceed with Download.**

### Related Topics

- [How to Upgrade the Application Server](#)

### Downloading the Media Server Upgrade (Audio Blade and Video Blade)

1. Go to the software download page at <http://www.cisco.com/cisco/software/navigator.html> and navigate to **Voice and Unified Communications > Unified Communications Applications > Conferencing > Cisco Unified MeetingPlace > Cisco Unified MeetingPlace 7.0.**
2. Select your software type and software release.
  - You can find Audio blade upgrade software under **Unified MeetingPlace Audio Blade.**
  - You can find Video blade upgrade software under **Unified MeetingPlace Video Blade.**
3. Download the upgrade file.
  - The naming convention for software upgrades is *<blade type>\_Upgrade\_<release\_number>.exe.*
  - **Caution!** Do not use any software that is labelled for Cisco Unified *Videoconferencing* MCU or EMP. That software does not apply to Cisco Unified MeetingPlace Release 7.1. If you try to use it, it will not load.

### Related Topics

- [Upgrading the Cisco Unified MeetingPlace 3500 Series Media Server Software](#)

### Downloading the Web Conferencing Upgrade

1. Go to the Cisco software download page at <http://www.cisco.com/cisco/software/navigator.html> and navigate to **Voice and Unified Communications > Unified Communications Applications > Conferencing > Cisco Unified MeetingPlace > Cisco Unified MeetingPlace Web Conferencing.**
2. Download the files.

**Tip:** To note the file checksums, click **Add to Cart** next to the items you want to download, then click the **Download Cart** link in the upper right corner. Expand each item for details including the file checksum. When ready, click **Proceed with Download.**

### Related Topics

- [How to Upgrade the Web Server](#)

### Downloading the Cisco Unified MeetingPlace Release 7.1 Prerequisite Package

1. Go to the Cisco software download page at <http://www.cisco.com/cisco/software/navigator.html> then navigate to the software by selecting **Voice and Unified Communications > Unified Communications Applications > Conferencing > Cisco Unified MeetingPlace > Cisco Unified MeetingPlace 7.0 > Unified MeetingPlace Application Server**.
2. Locate the file, "71\_Prerequisite.zip."  
**Note:** This prerequisite package is not necessary if you are upgrading directly from 7.0.3(MR2) or a later release.
3. Download the file.  
**Tip:** To note the file checksum, click **Add to Cart** next to the item you want to download, then click the **Download Cart** link in the upper right corner. Expand the item for details including the file checksum. When ready, click **Proceed with Download**.

### Downloading the Cisco Unified MeetingPlace for Lotus Notes or Jabber Upgrade

1. Go to the Cisco software download page.
  - ◆ To download the Lotus Notes integration software, go to <http://www.cisco.com/cisco/software/navigator.html> and select **Products > Voice and Unified Communications > Unified Communications Applications > Conferencing > Cisco Unified MeetingPlace > Cisco Unified MeetingPlace for IBM Lotus Notes > MeetingPlace Lotus Notes Software**.
  - ◆ To download the Jabber integration software, go to <http://www.cisco.com/cisco/software/navigator.html> and select **Products > Voice and Unified Communications > Unified Communications Applications > Conferencing > Cisco Unified MeetingPlace > Cisco Unified MeetingPlace Jabber Integration > MeetingPlace for Jabber Software**.
2. Choose your software version.
3. Click **Download Now** to download the file.
4. Install the software:
  - ◇ [Integrating with IBM Lotus Notes](#). Unzip the downloaded file and double-click **Setup.exe**.
  - ◇ [Integrating with Jabber](#). Enter **chmod +x <installer\_filename.bin>** to change permissions to execute, then enter **./<installer\_filename.bin>**.

## Related Topics

- [How to Migrate to Cisco Unified MeetingPlace Release 7.1](#)