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This section describes the order in which you should install the components of the Cisco Unified MeetingPlace system for Release 7.1. It assumes that you are starting with a fresh system and not updating an existing system.

Note: To install Cisco Unified MeetingPlace Release 7.1 MR1, first install Release 7.1 FCS, then upgrade to Release 7.1 MR1. See [How to Upgrade to Cisco Unified MeetingPlace Release 7.1](#).

Before You Begin

Read the following before you install the Cisco Unified MeetingPlace system:

- [System Requirements](#)
- [Component Compatibility Matrix](#)
- [Planning Your Deployment](#).

Procedure

Step #	Step Description	Related Topics
1	Install the Cisco Unified MeetingPlace Application Server onto a Cisco MCS.	How to Install the Cisco Unified MeetingPlace Application Server
2	Physically install the Media Server chassis and Audio Blade: <ul style="list-style-type: none"> • Install in the rack. • Attach cables. • Power on the unit. 	Installing the Cisco Unified MeetingPlace Hardware

	<ul style="list-style-type: none"> • Check the front panel indicators. 	
3	<p>Configure the network interface through the serial port connection:</p> <ul style="list-style-type: none"> • Set the IP address, subnet mask, and Ethernet link speed. • Set the SNMP community names. 	<p>"Setting Initial Values for the Media Server" module in the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration</p>
4	<p>Install and configure any Video Blades associated with this Audio Blade. There can be up to four.</p> <ul style="list-style-type: none"> • Install the blades. • Set the IP address, subnet mask, and Ethernet link speed. • Set the IP address of the Audio Blade. 	<ul style="list-style-type: none"> • Installing the Cisco Unified MeetingPlace Hardware • "Setting Initial Values for the Media Server" module in the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration

5	Synchronize the Audio and Video Blades.	"Changing Values for the Media Server" module in the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration.html
6	Ensure that the time is synchronized between the Media Server and the Application Server.	About Time Zones and Clock Settings
7	(Optional) Configure your Application Server for failover.	How to Set Up a System for Failover (Optional)
8	Install the Cisco Unified MeetingPlace Web Server and Gateway SIM onto a Cisco MCS.	<ul style="list-style-type: none"> • Installing the Cisco Unified MeetingPlace Web Conferencing Server • How to Install Cisco Unified MeetingPlace Web Conferencing for a Segmented Meeting Area Deployment • Installing Cisco Unified MeetingPlace Web Conferencing in a Load-Balancing Configuration
9	Configure the Application Server from the Cisco Unified MeetingPlace Administration Center.	<i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration.html
10	Configure the Web Server from the Cisco Unified MeetingPlace Web Interface.	<i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration.html
11	Configure the software settings for the Cisco Unified MeetingPlace Media Server.	<ul style="list-style-type: none"> • Troubleshooting the Cisco Unified MeetingPlace 3500 Series Media Server • "Using the Media Server Administrator (MSA) Interface" module in the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> • "Configuring the Audio and Video Blades" module in the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> • "Configuring the Media Server Using the MSA Interface" module in the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> <p>See the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration.html</p>
12	(Optional) Configure your system to use Cisco WebEx.	See the <i>Cisco Unified MeetingPlace Release 7.1 Configuration Guide</i> at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration.html

13	<p>(Optional) Install and configure Cisco Unified MeetingPlace for Microsoft Outlook. This integration allows you to schedule and attend Cisco Unified MeetingPlace meetings from Microsoft Outlook and to receive e-mail notifications in Microsoft Outlook for meetings scheduled from the Cisco Unified MeetingPlace web interface.</p> <p>Note: You can only install one e-mail notification integration on a particular Cisco MCS. Choose between Microsoft Outlook and IBM Lotus Notes. To install both e-mail notifications, use two Cisco MCSs.</p>	<ul style="list-style-type: none"> • The Cisco Unified MeetingPlace for Microsoft Outlook integration is installed as part of the Server and Web Server installation. No extra steps are necessary.
14	<p>(Optional) Install and configure Cisco Unified MeetingPlace for IBM Lotus Notes. This integration allows you to</p>	<p><u>Integrating with IBM Lotus Notes</u></p>

	<p>schedule and attend Cisco Unified MeetingPlace meetings from IBM Lotus Notes and to receive e-mail notifications in IBM Lotus Notes for meetings scheduled from the Cisco Unified MeetingPlace web interface.</p> <p>Note: You can only install one e-mail notification integration on a particular Cisco MCS. Choose between Microsoft Outlook and IBM Lotus Notes. To install both e-mail notifications, use two Cisco MCSs.</p>	
15	<p>(Optional) Install and configure Cisco Unified MeetingPlace for Microsoft Office Communicator (MOC). This integration allows you to schedule and attend Cisco Unified MeetingPlace meetings from a MOC client.</p>	<p><u>Integrating with Microsoft Office Communicator</u></p>

16	<p>(Optional) Install and configure Cisco Unified MeetingPlace for Jabber Messenger. This integration allows you to schedule and attend Cisco Unified MeetingPlace meetings from a Jabber Messenger client.</p>	<p><u>Integrating with Jabber</u></p>
17	<p>(Optional) Install and configure Cisco Unified MeetingPlace for IBM Lotus Sametime Messaging. This integration allows you to schedule and attend Cisco Unified MeetingPlace meetings from an IBM Lotus Sametime client.</p>	<p><u>Integrating with IBM Lotus Sametime Instant Messaging</u></p>
18	<p>(Optional) Install and configure IBM Lotus Sametime Web Conference with Cisco Unified MeetingPlace. This integration allows you to provide Sametime users with integrated web and audio conferencing capabilities.</p>	<p><u>Integrating with IBM Lotus Sametime Web Conference</u></p>

19	Distribute end-user documentation, such as the <i>End User Guide for Cisco Unified MeetingPlace Release 7.1</i> and the various Quick Start Guides to your end users.	These documents are available at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/prod_installation_guides_list.html .
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