

[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](#)

Users can schedule meetings either from Microsoft Outlook (a front-end integration), or from Cisco Unified MeetingPlace (a back-end integration, through the Cisco Unified MeetingPlace web user portal or Conference Manager).

Upgrading Microsoft Outlook To Cisco Unified MeetingPlace Release 7.1

Follow this procedure to upgrade your Microsoft Outlook plug-in from Cisco Unified MeetingPlace Release 7.0.2 or 7.0.3 to Release 7.1. If you are at Release 7.0.1, then you must first upgrade to Release 7.0.2. See [Upgrading Microsoft Outlook for Cisco Unified MeetingPlace](#) for Release 7.0.

Note: Cisco Unified MeetingPlace for Microsoft Outlook does not support multiple versions of the Cisco Unified MeetingPlace plug-in on the same system.

For more information on the Microsoft Outlook plug-in, see the "Integrating with Microsoft Outlook" module in the *Configuration Guide for Cisco Unified MeetingPlace Release 7.1* at http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration_guides_list.html.

Procedure

Task	Description and Related Topics
1. Upgrade your Cisco Unified MeetingPlace system from Release 7.0 to Release 7.1.	<ul style="list-style-type: none"> • How to Upgrade the Application Server • How to Upgrade the Web Server • Upgrading the Cisco Unified MeetingPlace 3500 Series Media Server Software
2. Make sure that your users upgrade their Cisco Unified MeetingPlace for Microsoft Outlook plug-ins to the	<p>You can either have your users install the Microsoft Outlook plug-in, or if your IT department uses an automated distribution tool to deploy other software updates and patches, then push the installation of the new plug-in to your users by using the same distribution tool.</p> <p>Note: Both setup.exe and MSI detects the Microsoft Outlook version installed on your computer and installs the appropriate plug-in.</p> <p>Note: You must first uninstall the legacy Outlook plug-in, before installing the new plug-in. Both Windows Installer (MSI) and setup.exe will first uninstall the old plug-in, then install</p>

latest version.	<p>the new plug-in.</p> <p>Note: Choose only one deployment method (either MSI or setup.exe) to upgrade the Outlook plug-in.</p> <p>Using Windows Installer (MSI): Obtain the plug-in at http://application-server/outlook/public/setup.msi. By default, MSI installs the plug-in at \$ProgramFiles\Cisco \MeetingPlace\MPOIMP4OL.dll or MP4OL64.dll.</p> <p>These are the MSI commands:</p> <ul style="list-style-type: none"> • SERVERURL: Cisco Unified MeetingPlace server URL • ADMIN: Value of 1, when the plug-in is installed for all users. Value of 2, when the plug-in is installed for the current user. The default value is 1; to install the plug-in for all users. • LOADHIDDENIEWIN: Pass 1 to make MPOI load a hidden Internet Explorer window after Microsoft Outlook starts up. By default, Internet Explorer is not loaded after Microsoft Outlook starts up. <p>Note: When using the Windows Installer (MSI) be sure to push out the new Outlook plug-in after you upgrade each Application Server.</p> <p>Using setup.exe: Complete the following procedure.</p> <ol style="list-style-type: none"> 1. Obtain the executable file for the Microsoft Outlook plug-in. Specifying the hostname (FQDN) or IP address of the Application Server, go to <ul style="list-style-type: none"> ◆ http://application-server/outlook/public/setup.exe 2. After the setup.exe file is downloaded, complete these steps on the client PC: <ol style="list-style-type: none"> 1. Exit the Microsoft Outlook client software. 2. Uninstall the legacy plug-in. After uninstalling the legacy plug-in, make sure the calendar form changes back to IPM.Appointment. <ul style="list-style-type: none"> ◇ If you prefer to uninstall the legacy plug-in automatically, then skip to Step 3 and run setup.exe. Running this command uninstalls the legacy plug-in and then installs the new plugin. ◇ If you prefer to uninstall the legacy plug-in interactively through the CLI, then enter %windir%\system32\rundll32.exe advpack.dll,LaunchINFSection %windir%\INF\MPOUTL.INF,DefaultUninstall ◇ If you prefer to uninstall the legacy plug-in silently through the CLI, then enter %windir%\system32\rundll32.exe advpack.dll,LaunchINFSection %windir%\INF\MPOUTL.INF,SilentUninstall 3. Install the new Microsoft Outlook 2010 plug-in. Run the setup.exe file. Use the -admin switch to install the client software and make the Cisco Unified MeetingPlace scheduling form available to any user who signs in to the specific computer. Specifically, select Start > Run, enter <pathname> setup.exe -admin. <ul style="list-style-type: none"> By default, setup.exe installs the plug-in at \$Program Files\Microsoft Office\Office12\ADDINS. 4. Select OK to install. 3. After installation is complete, launch Microsoft Outlook. 4. Verify that you can schedule meetings by selecting the MeetingPlace tab and filling out the scheduling form. <ul style="list-style-type: none"> For details, select Help in the scheduling form.
-----------------	--

Related Topics

- Integrating with **Microsoft Outlook:**

See the *Configuration Guide for Cisco Unified MeetingPlace Release 7.1* at

http://www.cisco.com/en/US/products/sw/ps5664/ps5669/products_installation_and_configuration_guides