

**Main page:** [Cisco Unified MeetingPlace Express, Release 2.x](#)

**Previous page:** [Page References](#)

- [Sample Import File for User Groups](#)
- [Sample Import File for User Profiles](#)
- [Sample Import File for Meetings](#)

## Sample Import File for User Groups

This example shows a basic import file for user groups. For a list of required and optional header fields, and for descriptions of each field, see the [Output Fields of the Group Information Page-Used for Importing User Groups](#).

```
grpnum,Name,ContactID,CanOutdial
```

```
1,group1,username3,Yes
```

```
2,group2,username3,No
```

## Sample Import File for User Profiles

This example shows a basic import file for user profiles. For a list of required and optional header fields, and for descriptions of each field, see the [Output Fields of the Profile Information Page-Used for Importing User Profiles](#).

```
uid,upwd,prfnum,prfpwd,fnm,lnm,phnum,ctctuid,grpname
```

```
username1,password1,206,12345,terry,smith,5551234,username3,system
```

```
username2,password2,207,23456,robin,smith,5552345,username3,system
```

## Sample Import File for Meetings

This example shows a basic import file for meetings. For a list of required and optional header fields, and for descriptions of each field, see the [Output Fields of the Meeting Information Page-Used for Importing Meetings](#).

```
StartDateTimeOfConf,DialableConfID,ReqLengthOfConf,allowguestoutdial
```

```
04/05/2006 14:00,12321,120,No
```

04/05/2006 16:00,23432,60,No