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## Adding or Deleting a Custom Graphic in the End-User Interface

You can add your company's logo, or another custom graphic, to the End-User Interface. This graphic displays in the upper left corner of the End-User Interface but is not displayed in the Administration Center.

### Restrictions

- The dimensions of the graphic must be 106 x 52 pixels or smaller.
- The graphic must be in .gif or .jpg format.
- You can only have one custom graphic uploaded at a time. To upload a different custom graphic, delete the current custom graphic.

### Procedure

1. Log in to Cisco Unified MeetingPlace Express and click **Administration**.
2. Click **Customize Interface > Add Logo**.
3. Enter the fully-qualified pathname of the file containing the custom graphic to add or click **Browse** to locate the file.
4. Click **Upload File**.
5. Click **Save**.
6. To delete the custom graphic, click **Delete**.
7. When the confirmation pop-up window appears, click **OK**.

## Customizing the Schedule Meeting Page in the End-User Interface

### Procedure

1. Log in to Cisco Unified MeetingPlace Express and click **Administration**.
2. Click **Customize Interface > Customize Schedule Meeting Page**.
3. Configure the fields. For each field:

- ◆ If you select Basic Settings, the field is displayed on the Schedule Meeting page.
  - ◆ If you select Advanced Settings, the field is displayed when end users click **More options** on the Schedule Meeting page.
4. In the **Show** column, check each field that you want displayed. To hide a field, uncheck the check box.
  5. Click **Save**.

## Customizing the Edit Profile Page in the End-User Interface

### Procedure

1. Log in to Cisco Unified MeetingPlace Express and click **Administration**.
2. Click **Customize Interface > Customize Edit User Profile Page**.
3. Configure the fields.
4. In the **Show** column, check each field that you want displayed. To hide a field, uncheck the check box.
5. Click **Save**.

### Related Topics

- [Field Reference: Add User Profile](#)

## Showing or Hiding the Download Outlook Plug-In Link in the End-User Interface

By default, the "Download Outlook Plug-In" link is visible on the Attend and Schedule Meeting pages in the End-User Interface.

### Procedure

1. Log in to Cisco Unified MeetingPlace Express and click **Administration**.
2. Click **Customize Interface > Customize Outlook Plug-In Download**.
3. Check or uncheck the check boxes to show or hide the link on the specified pages.
4. Click **Save**.
5. To verify the new settings, go to the End-User Interface and check the Attend and Schedule Meeting pages.

## Showing or Hiding the Download Training Videos Link in the End-User Interface

By default, the "Download System Administration Training VoDs" link is visible on the Attend and Schedule Meeting pages in the End-User Interface.

**Procedure**

1. Log in to Cisco Unified MeetingPlace Express and click **Administration**.
2. Click **Customize Interface > Customize Download Training Videos**.
3. Check or uncheck the check boxes to show or hide the link on the specified pages.
4. Click **Save**.
5. To verify the new settings, go to the End-User Interface and check the Attend and Schedule Meeting pages.