

When Cisco Unified MeetingPlace Express is integrated with Microsoft Outlook, end users can schedule, reschedule, and cancel meetings from the Microsoft Outlook calendar. Microsoft Outlook notifications can be sent whether the meetings were scheduled, rescheduled, or canceled from the Microsoft Outlook calendar or from the Cisco Unified MeetingPlace Express End-User Interface. When end users accept an invitation, the meeting information and a click-to-attend link become available from their Microsoft Outlook calendar.

Cisco Unified MeetingPlace Express has a plug-in that enables end users to click a tab within the Microsoft Outlook calendar to access a Cisco Unified MeetingPlace Express scheduling form. The form contains a browser control that communicates over HTTP with the Cisco Unified MeetingPlace Express server. The plug-in also enables users to modify some preferences from Microsoft Outlook by clicking **Tools > Options** and selecting the **MeetingPlace** tab.

- [Creating a Dedicated E-Mail Account on the Microsoft Exchange Server](#)
- [Configuring the Cisco Unified MeetingPlace Express Connection to the Microsoft Exchange Server](#)
- [Configuring Cisco Unified MeetingPlace Express User Profile Preferences for Notifications](#)
- [Configuring the Client Installation File for the Cisco Unified MeetingPlace Express Plug-In for Microsoft Outlook](#)
- [Installing the Exchange SSL Certificate onto the Cisco Unified MeetingPlace Express Server](#)
- [Installing the Cisco Unified MeetingPlace Express Plug-In for Microsoft Outlook Locally on the End-User PC](#)
- [Installing the Cisco Unified MeetingPlace Express Plug-In for Microsoft Outlook By Using an Automated Distribution Tool](#)
- [Silently Installing the Cisco Unified Presenter Add-In on End-User Computers](#)