

The Cisco Unified MeetingPlace Language System Option offers support for up to four languages simultaneously. Users can hear prompts in an available configured languages. When no language has been selected, the system defaults to U.S. English.

Each system contains only the prompts for the languages installed and configured.

Languages can be selected at the meeting, user profile, and port group level. These language selections determine the language that Cisco Unified MeetingPlace uses at any time. For example, prompts played to an entire meeting are played in the meeting language, while prompts played to individuals are played in the language specified by the user's profile or the language selected while in the system.

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## Enabling the Language Option Key

An option key is an alphanumeric string, similar to a serial number, that needs to be entered into the Cisco Unified MeetingPlace database to activate a system option.

### To Enable the Cisco Unified MeetingPlace Language Option Key

1. Locate the option key on the license document.
2. In the MeetingTime Configure tab, for Views, select the **System Options** topic, and click **Query** .
3. Click the > button to locate the option for Languages.
4. For the Number of Licenses attribute, enter the number of languages for your Cisco Unified MeetingPlace system.

The number of licenses must match the number of languages that correspond to your Cisco Unified MeetingPlace language option key.

5. For the Option Key attribute, enter the option key number.
6. Click **Save Changes** .

## Choosing Languages

This section describes the prompts a user hears when more than one language is installed and configured.

A hierarchy determines which language the system uses. When a language is selected at one of the following levels, users hear prompts in the selected language.

1. Meeting
2. Profile
3. Port group
4. System default (always U.S. English)

Language selections at a lower level override language selections at a higher level.

## Multilingual System Rules

The following is a list of guidelines to keep in mind when you configure Cisco Unified MeetingPlace for additional languages:

- If the Port Group parameter is not configured for a language, Cisco Unified MeetingPlace plays the system default language (U.S. English).
- After guest users select a language, they hear prompts in this language until they enter the meeting.
- The profile language of a user plays after the user logs into the system.
- After a user enters a meeting, individual prompts are played in the profile language of the user, if the user has logged into the system or in the language that the user selected while in the system.
- The meeting language plays after the user enters the meeting.
- The meeting language defaults to the profile language of the scheduler, unless another language is specified through MeetingTime.
- Pressing the star key ( \* ) returns you to the previous menu.
- For multiple languages, the language selection order is determined by the order in which language CD-ROMs have been loaded.

For multiple language systems with ports configured to a language, prompts continue in the port language until users enter the meeting. For an example, see the tables in the [Setting Meeting Language Prompts](#).

## Setting Meeting Language Prompts

The tables in the following sections show the prompts and language for various language configurations.

Remember the following information:

- To accommodate guest users, each installed language is played at the "Welcome to MeetingPlace" menu. This allows a guest who does not understand the system default or port configured language to navigate the system.
- During a meeting, prompts played to all participants are played with the meeting language setting. For example: "By request of <user>, this meeting is being recorded."
- After entering a meeting ID, prompts played to individuals use the language you selected when you started the phone call or when you logged into your profile. Examples of such personal prompts: "Muted" and "There are five people in the meeting."
- To hear "Welcome to MeetingPlace" in one of the configured languages, port groups must be configured in the individual language.
- Prompts used when outdialing to a meeting participant are determined by the individual language setting in the guest profile.
- For multilingual systems, the order in which prompts are played is determined by the order in which the language CDs have been loaded.

### One-Language System

Table: One-Language System Prompts shows the standard voice prompts for a one-language system.

**Table: One-Language System Prompts**

| Prompt                                    | Language     |
|---|--------------|
| "Welcome to MeetingPlace."                | U.S. English |
| "To attend a meeting, press 1."           | U.S. English |
| "To access your profile, press 2."        | U.S. English |
| "To review MeetingNotes, press 3."        | U.S. English |
| "To hear MeetingPlace overview, press 9." | U.S. English |
| "To reach assistance, press 0."           | U.S. English |

### Four-Language System, Port Not Configured

Table: Four-Language System Prompts shows the voice prompts for a four-language system, with the port not configured (assuming that users press **5** to select Japanese when prompted).

**Table: Four-Language System Prompts**

| <b>Prompt</b>                             | <b>Language</b> |
|---|-----------------|
| "Welcome to MeetingPlace."                | U.S. English    |
| "To select English, press 1."             | U.S. English    |
| "To select English, press 4."             | U.K. English    |
| "To select Japanese, press 5."            | Japanese        |
| "To select French, press 6."              | Canadian French |
| "To attend a meeting, press 1."           | Japanese        |
| "To access your profile, press 2."        | Japanese        |
| "To access MeetingNotes, press 3."        | Japanese        |
| "To hear MeetingPlace overview, press 9." | Japanese        |
| "To reach assistance, press 0."           | Japanese        |

## Two-Language System, Port Configured for Japanese

Table: Two-Language System Prompts shows the voice prompts for a two-language system, with the port configured for Japanese.

**Table: Two-Language System Prompts**

| <b>Prompt</b>                               | <b>Language</b> |
|---|-----------------|
| "Welcome to MeetingPlace."                  | Japanese        |
| "To attend a meeting, press 1."             | Japanese        |
| "To access your profile, press 2."          | Japanese        |
| "To access MeetingNotes, press 3."          | Japanese        |
| "To select English, press 4."               | U.S. English    |
| "To hear a MeetingPlace overview, press 9." | Japanese        |
| "To reach assistance, press 0."             | Japanese        |