

**Main page:** [Cisco Unified MeetingPlace, Release 8.0](#)

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This module describes how to configure recordings when Cisco Unified MeetingPlace is integrated with Cisco WebEx.

- [Recording Information for Specific Cisco WebEx Integration Deployments](#)
- [Restrictions for Recording Cisco WebEx Web Meetings](#)
- [How to Configure Recording for Cisco WebEx Meetings](#)

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## Recording Information for Specific Cisco WebEx Integration Deployments

- [Recording Information for Internal Meetings that are Scheduled from Cisco Unified MeetingPlace](#)
- [Recording Information for External Meetings that are Scheduled from Cisco Unified MeetingPlace](#)
- [Recording Information for External Meetings that are Scheduled from Cisco WebEx](#)

## Recording Information for Internal Meetings that are Scheduled from Cisco Unified MeetingPlace

Topic	Details
Access	

	<ul style="list-style-type: none"> <li>• Users access meeting recordings from the Cisco Unified MeetingPlace web user portal.</li> <li>• User access privileges are determined by Cisco Unified MeetingPlace.* Users download the synchronized voice and web recording (.arf) files and use the Cisco WebEx player to play back the recordings.</li> </ul>
Storage	<ul style="list-style-type: none"> <li>• Recording files are stored on the Cisco Unified MeetingPlace Web Server.</li> </ul>
Restrictions	<ul style="list-style-type: none"> <li>• Avoid using the TUI to start and stop recordings for internal meetings. Specifically:             <ul style="list-style-type: none"> <li>◆ (Recommended method) If a user starts recording from the Cisco WebEx web meeting room, then the audio, video, and web portions will be recorded. Subsequent stopping and starting from the web meeting room will affect all portions of the recording, as users would expect.** If a user starts recording from the TUI by pressing #61, then only the audio and video portions will be recorded. The web portion will <i>not</i> be recorded.</li> <li>◆ If a user presses #61 after the recording was already started from the web meeting room, then the audio recording is stopped while the web recording continues. The resulting synchronized audio and web recording will be silent during the periods when the audio recording is stopped.</li> </ul> <p>Note also that the Cisco WebEx web meeting room will <i>not</i> indicate that the audio recording has stopped or started due to a user pressing #61. Audio meeting participants will, however, hear voice prompts indicating that the recording has stopped or started.</p> </li> <li>• The Cisco WebEx player is supported only on Mac and Windows user systems.</li> <li>• One .arf recording file is created for each instance of the user starting and stopping the recording of a meeting. Each meeting is limited to 30 .arf recording files.</li> </ul>
Internal Implementation	<ul style="list-style-type: none"> <li>• Cisco Unified MeetingPlace records the audio and video portions of the meeting.</li> <li>• The Cisco WebEx Node for MCS records the web portion directly onto the Application Server through a secure NFS (*1) mount which is tunneled over SSH (*2). This connection is called the Application Server Link.* The Cisco WebEx Appliance on the Application Server creates the synchronized audio and web recording (.arf) file, which is transferred to the Web Server.</li> </ul>

**Footnotes**

- 1: NFS = Network File System
- 2: SSH = Secure Shell

**Related Topics**

- [Restrictions for Recording Cisco WebEx Web Meetings](#)
- [How to Configure Recording for Cisco WebEx Meetings](#)

**Recording Information for External Meetings that are Scheduled from Cisco Unified MeetingPlace**

Topic	Details
Access	<ul style="list-style-type: none"> <li>• Users access meeting recordings from the Cisco Unified MeetingPlace web user portal.</li> <li>• User access privileges are determined by Cisco Unified MeetingPlace.* Users download the synchronized audio and web recording (.arf) files and use the Cisco WebEx player to play back the recordings.</li> </ul>
Storage	<ul style="list-style-type: none"> <li>• Synchronized audio and web recording files are stored on the Cisco WebEx site.</li> <li>• Audio and video recording files are stored on the Cisco Unified MeetingPlace Web Server.</li> </ul>
Restrictions	<ul style="list-style-type: none"> <li>• If a user starts recording from the Cisco WebEx web meeting room:                             <ul style="list-style-type: none"> <li>◆ The audio and web portions will be recorded.** The video portion will <i>not</i> be recorded.</li> </ul> </li> <li>• If a user starts recording from the TUI:                             <ul style="list-style-type: none"> <li>◆ The audio and video portions will be recorded.</li> <li>◆ The web portion will <i>not</i> be recorded.</li> <li>◆ Users cannot pause or stop the audio and video recording of the external meeting from the Cisco WebEx web meeting room. They may do so only from the TUI.</li> </ul> </li> <li>• The Cisco WebEx player is supported only on Mac and Windows user systems.</li> </ul>
Internal Implementation	<ul style="list-style-type: none"> <li>• For recordings started form the Cisco WebEx web meeting room:                             <ul style="list-style-type: none"> <li>◆ Cisco WebEx NBR (1) dials in to Cisco Unified MeetingPlace to record the audio portion of the meeting.** Cisco WebEx site merges the audio and web portions after the meeting ends.</li> </ul> </li> <li>• For recordings started from the TUI:                             <ul style="list-style-type: none"> <li>◆ Cisco Unified MeetingPlace records the audio and video portions as if the system was not integrated with Cisco WebEx.</li> </ul> </li> </ul>

Footnote 1: NBR = Network-Based Recording

**Related Topics**

- [Restrictions for Recording Cisco WebEx Web Meetings](#)
- [How to Configure Recording for Cisco WebEx Meetings](#)

**Recording Information for External Meetings that are Scheduled from Cisco WebEx**

No recording configuration is required for deployments in which users schedule meetings from Cisco WebEx.

Topic	Details
Access	<ul style="list-style-type: none"> <li>• Users access meeting recordings from the Cisco WebEx site.</li> <li>• User access privileges are determined by Cisco WebEx.* Users choose from these playback options:                             <ul style="list-style-type: none"> <li>◆ Watch and listen to a streaming playback of the synchronized audio and web recording.</li> <li>◆ Download the synchronized audio and web recording (.arf) files and use the Cisco WebEx player to play back the recordings.</li> </ul> </li> </ul>
Storage	<ul style="list-style-type: none"> <li>• Recording files are stored on the Cisco WebEx site.</li> </ul>
Restrictions	<ul style="list-style-type: none"> <li>• The video portion of a meeting cannot be recorded.</li> <li>• The Cisco WebEx player is supported only on Mac and Windows user systems.</li> </ul>
Internal Implementation	<ul style="list-style-type: none"> <li>• Cisco WebEx NBR (1) dials in to Cisco Unified MeetingPlace to record the audio portion of the meeting.</li> <li>• Cisco WebEx site merges the audio and web portions after the meeting ends.</li> </ul>

Footnote 1: NBR = Network-Based Recording

**Related Topics**

- [Restrictions for Recording Cisco WebEx Web Meetings](#)
- [Integrating Cisco Unified MeetingPlace with Cisco WebEx module](#)

## Restrictions for Recording Cisco WebEx Web Meetings

**Note:** For deployment-specific restrictions, see [Recording Information for Specific Cisco WebEx Integration Deployments](#).

- Meeting recordings are not supported for internal meetings that are scheduled from Cisco WebEx.
- Continuous meetings cannot be recorded.
- Your meetings must be unlocked for your network-based recorder to record the meeting.
- If the user starts a recording from the telephone user interface (TUI), then the web portion of the meeting will not be recorded until the user also starts recording from the web meeting room.

The synchronized audio and web recording will *not* include the portion of the meeting that occurred before the recording was started from the web meeting.

(For Cisco Unified MeetingPlace scheduling only) The complete audio and video recordings will be available from the Cisco Unified MeetingPlace web user portal.

- Web recording files cannot exceed 2 GB due to a Linux limitation. If this limit is reached, then the meeting host will not be able to record any more meetings until the problematic recording file is removed.
  - ◆ For meetings scheduled from Cisco Unified MeetingPlace, you can remove the recording file from the Recordings page in the web user portal.
  - ◆ For meetings scheduled from Cisco WebEx, the meeting host can delete the recording file from the Cisco WebEx site.

As an extreme example, if the web meeting includes a Flash movie, then the web recording may reach 2 GB in approximately 1.5 hours.

Similarly, for internal meetings scheduled from Cisco Unified MeetingPlace, if the recording files exceed the limit for the Application Server, then no users will be able to record meetings until space becomes available.

### Related Topics

- [Integrating Cisco Unified MeetingPlace with Cisco WebEx](#) module
- [Configuring Recordings for Cisco Unified MeetingPlace-Cisco WebEx Integration](#) module

## How to Configure Recording for Cisco WebEx Meetings

No recording configuration is required for deployments in which users schedule meetings from Cisco WebEx. Complete the following tasks to configure recording for deployments in which users schedule meetings from Cisco Unified MeetingPlace:

1. [Integrating Cisco Unified MeetingPlace with Cisco WebEx](#) module
2. [Configuring Audio and Video Recordings for Cisco Unified MeetingPlace](#) module
3. [Configuring the Cisco Unified MeetingPlace Web Server for Optimal Data Storage](#) module
4. [Configuring the Conversion of Recording Files](#) module
5. [Configuring Who Can Start and Stop Recording from the Cisco WebEx Web Meeting Room](#)

## Related Topics

- [Recording Information for Specific Cisco WebEx Integration Deployments](#)
- [Restrictions for Recording Cisco WebEx Web Meetings](#)

## Configuring Who Can Start and Stop Recording from the Cisco WebEx Web Meeting Room

### Notes:

- This topic applies only to deployments in which users schedule meetings from Cisco Unified MeetingPlace.
- Your Cisco WebEx administrator may have already completed part or all of this task for you.

If you or your Cisco WebEx administrator complete this task, then the Cisco WebEx web meeting room will enforce the recording privileges that are configured in Cisco Unified MeetingPlace user profiles. Only meeting *hosts* with recording privileges can start and stop recording from the Cisco WebEx web meeting room.

If you or your Cisco WebEx administrator do *not* complete this task:

- *All* meeting hosts will be able to start and stop recording from the Cisco WebEx web meeting room.
- The Cisco Unified MeetingPlace recording privileges only affect whether users can start and stop recording from the telephone user interface (TUI).

Users who join the audio meeting via a dial-out call are always treated as guests on the phone, even if they were authenticated over the web. Therefore, the TUI recording privileges of these users are determined by the *guest* profile in Cisco Unified MeetingPlace.

If, however, the user is a meeting host or alternate host who is authenticated over the web, then the recording privileges in the user profile are enforced for the recording menu in web meeting room.

### Before You Begin

- Complete the procedure in [Enabling Users to Record Meetings](#) in the [Configuring Audio and Video Recordings for Cisco Unified MeetingPlace](#) module.
- Have your Cisco WebEx administrator configure your site to allow custom session types.

### Procedure

1. Go to the Cisco WebEx Site Administration:
  1. Select **System Configuration > Cisco WebEx Configuration > Cisco WebEx Certificate**.
  2. Select the Cisco WebEx Site Administration URL link.

3. Sign in if prompted:
  - ◇ Enter the User ID of your Cisco Unified MeetingPlace system administrator user profile.
  - ◇ Enter the Cisco WebEx site administration password that was provided by your Cisco WebEx administrator.
2. Verify that no session types other than **Meeting Center MP Single** and **Meeting Center E2E** are available on your Cisco WebEx site:
  1. Select **Home**.
  2. Find the **Session Types** column.
  3. If you see any session types that are *not* **Meeting Center MP Single** or **Meeting Center E2E**, then tell your Cisco WebEx administrator to disable them.  
Until the other session types are disabled on the Cisco WebEx site, the web meeting room may not enforce the recording privileges that are configured in Cisco Unified MeetingPlace user profiles.
3. Select **Session Type List**.
4. If you see a "non-recording" entry in the Session Name column:
  1. Check the **Active** check box for that entry.
  2. Select the entry in the Session Code column.
  3. Proceed to Step 6.
5. If there is no existing "non-recording" entry in the Session Name column:
  1. Select **Add Custom Type**.
  2. Enter **non-recording** as the Session name.
6. Uncheck these features:
  - ◆ **Recording client-side**
  - ◆ **Recording network-based**
7. (Optional) Set the web meeting room features to appear as your users would expect or want them to appear.  
For example, if your users are accustomed to seeing the **Chat** and **Participant** list features in the web meeting room, then do the following for each of those features:
  1. Check the check box for the feature.
  2. Select **Open** under Default Behavior.
8. Select **Add** or **Update**.
9. Enable the new custom session type for your users:
  1. Select **Edit Privileges**.
  2. Find **non-recording** in the "Change meeting privileges for all users" area.
  3. Select **Enable all** for non-recording.
  4. Select **Submit**.

#### Related Topics

- [How to Configure Recording for Cisco WebEx Meetings](#)
- [Integrating Cisco Unified MeetingPlace with Cisco WebEx module](#)
- [Chat, Participant List, or Other Features Do Not Appear in the Cisco WebEx Web Meeting Room in the Troubleshooting Cisco Unified MeetingPlace Integration with Cisco WebEx module](#)
- [Configuring User Profiles and User Groups for Cisco Unified MeetingPlace module](#)