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**Note:** The system does not preserve changes to the Audio Blade configuration when you upgrade the firmware (with the exception of changes made to the network interface configuration). Therefore, we recommend that you do not change the Audio Blade configuration unless absolutely necessary.

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## Viewing LED Information for the Hardware Media Server

You can monitor the status of all the Hardware Media Server front panel LED indicators from the LED Monitoring tab. The system displays the LEDs in diagrams reproducing the layout of the Hardware Media Server front panel.

### Procedure

1. Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
2. Select the **LED Monitoring** tab.
3. Place the mouse cursor over the any of the LEDs in the diagram to view a description of that LED.

## How to View General Information for the Hardware Media Server

- [Accessing the Basics Tab](#)
- [Viewing Software Version Details for the Hardware Media Server](#)
- [Setting the Location for the Hardware Media Server](#)

### Accessing the Basics Tab

#### Procedure

1. Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
2. Select the **Basics** tab.

Table: Cisco Unified MeetingPlace 3545 Media Server Basics Tab Elements describes the elements that appear in the Basics tab for the Hardware Media Server.

**Note:** The descriptions listed are for the Cisco Unified MeetingPlace 3545 Media Server. The descriptions in brackets are for the Cisco Unified MeetingPlace 3515 Media Server.

**Table: Cisco Unified MeetingPlace 3545 Media Server Basics Tab Elements**

Field	Description
Board [Device] name	Model number of the board [device].
Location	User-configured description about the board [device].
Slot number	

	Cisco Unified MeetingPlace 3545 Media Server only: Number of the cPCI slot in the Cisco Unified MeetingPlace 3545 Media Server chassis in which this Audio Blade is inserted.
Serial number	Serial number that the factory assigned to the board [device].
Hardware version	Version number of the current hardware configuration.
Software version	First two digits of the version number of the software installed on the board [device].
Date/Time	Date and time that the Audio Blade [Cisco Unified MeetingPlace 3515 Media Server] clock reports.

## Viewing Software Version Details for the Hardware Media Server

### Procedure

- Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
- Select the **Basics** tab.
- Select **Details...**

The system displays the Version Details window.

## Setting the Location for the Hardware Media Server

You can install the Hardware Media Server anywhere on your network including on a remote site. You can describe the current location of the Hardware Media Server from the Basics tab.

### Procedure

- Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
- Select the **Basics** tab.
- Enter the location information about the Hardware Media Server that you want to display in the Location field.
 

The field displays up to 23 characters.
- Select **Upload**.

## How to View Address Settings for the Hardware Media Server

- [About the Addressing Tab](#)
- [Changing Address Settings for the Hardware Media Server](#)

## About the Addressing Tab

You can view address information for the Hardware Media Server such as IP address information, Domain Name Server (DNS) information, and Ethernet port speed and duplex from the Addressing tab. [Table: Addressing Tab Elements](#) describes the elements that appear on the Addressing tab.

**Table: Addressing Tab Elements**

Field	Description
<b>IP Address</b>	
IP Address	IP address assigned to the Hardware Media Server.
Router IP	Address of the router that the Hardware Media Server uses.
Subnet Mask	Subnet address that the Hardware Media Server uses.
<b>DNS</b>	
DNS suffix	DNS alias that the Hardware Media Server uses.
Preferred DNS server	IP address of the primary DNS server that the Hardware Media Server uses.
Alternate DNS server	IP address of the alternative DNS server that the Hardware Media Server uses.
<b>Ethernet</b>	
Port type	Information about the Ethernet connection (read-only).
Port settings	Ethernet speed and duplex that the Hardware Media Server uses. <b>Note:</b> Changing the value selected in the Port settings option causes the Hardware Media Server to go offline and reboot. When there is a duplex mismatch between the Hardware Media Server and the switch it is attached to, the Hardware Media Server goes offline and does not accept any incoming calls.
MAC Address	MAC address assigned to the Hardware Media Server (read-only).
Port status	Actual Ethernet speed and duplex that the Hardware Media Server uses on the network (read-only).

## Changing Address Settings for the Hardware Media Server

You can change the following address information for the Hardware Media Server from the Addressing tab: IP address, DNS information, and the Ethernet port speed and duplex.

### Procedure

- Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
- Select the **Addressing** tab.
- Perform one of the following steps to change an IP address setting:
  - ◆ Enter the IP address that you want to assign to the Hardware Media Server in the IP Address field.

- ◆ Enter the IP address of the router that you want the Hardware Media Server to use in the Router IP field.
  - ◆ Enter the subnet mask that you want the Hardware Media Server to use in the Subnet Mask field.
4. Choose the Ethernet port and duplex speed value that you want to set in the Port settings field.
  5. Select **Upload**.

## How to Configure Administrators for the Hardware Media Server

Users must have authorization to access the MSA interface for the Hardware Media Server.

- [Viewing Administrators for the Hardware Media Server](#)
- [Adding and Editing Administrators for the Hardware Media Server](#)
- [Deleting Administrators for the Hardware Media Server](#)

### Viewing Administrators for the Hardware Media Server

You can view all the user names that are registered with this Hardware Media Server and the access level for each user from the Users tab. [Table: User Tab Elements](#) lists the elements that appear in the Users tab.

**Table: User Tab Elements**

Field	Description
Name	The sign-in name for the user.
Access Level	The access privilege assigned to the user.
Telnet/FTP	Indicates whether or not the user is authorized to use Telnet or FTP to access the Hardware Media Server.

### Adding and Editing Administrators for the Hardware Media Server

#### Procedure

1. Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
2. Select the **Users** tab.
3. Do one of the following:
  - ◆ Select **Add** to add a user.
  - ◆ Highlight a user name and select **Edit** to edit an existing user.
4. Enter or edit the sign-in name for the user in the User name field.
5. Select **Administrator** from the Access level field. This allows this user to launch the MSA interface for the Hardware Media Server, use the meeting list that has links to web pages of current meetings, share meeting moderator control with another user, and access this device through Telnet, FTP, and the Cisco Upgrade Utility.
 

**Note:** The system can have a maximum of ten administrators.
6. Enter or edit the password for the user in the Password field.

Passwords can contain a maximum of 32 characters and can include the "a-z", "A-Z" and "0-9" characters only.

7. Re-enter the password that you entered in Step 6 into the Confirm password field.
8. Check **Enable for Telnet/FTP** to allow this user to access this device through Telnet and FTP.  
**Note:** You use Telnet and FTP to maintain the Hardware Media Server.
9. Select **Upload**.

## Deleting Administrators for the Hardware Media Server

You can delete administrators as long as you have at least one. Your system must have at least one administrator.

### Procedure

1. Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
2. Select the **Users** tab.
3. Select the user that you want to delete.
4. Select **Delete**.
5. Select **Yes** to confirm that you want to delete the user.

## How to Configure Security for the Hardware Media Server

- [Changing the Web Server Port for the MSA Interface for the Hardware Media Server](#)
- [Changing the SNMP Values for the Hardware Media Server](#)

## Changing the Web Server Port for the MSA Interface for the Hardware Media Server

The default web server port for the MSA interface for the Hardware Media Server is port 80. For additional security, you can modify the web server port on the Web tab.

**Caution!** We do not recommend that you change this port. If you change the port, the "Go To MCU..." button will not work in the Media Server Administration for the Hardware Media Server.

### Procedure

1. Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
2. Select the **Web** tab.
3. Enter the port number in the Web server port field.

4. Select **Upload**.

## Changing the SNMP Values for the Hardware Media Server

### Procedure

1. Do one of the following, in the sidebar for the MSA interface for the Hardware Media Server:
  - ◆ Select **Board** (for a Cisco Unified MeetingPlace 3545 Media Server).
  - ◆ Select **Device** (for a Cisco Unified MeetingPlace 3515 Media Server).
2. Select the **Security** tab.
3. Enter default strings used to enable SNMP communication between the Hardware Media Server and an external application such as the Cisco Upload Utility in the SNMP Read community and Write community fields.

**Note:** If you change these SNMP settings, those same settings must be applied in the MSA resource management section for that Audio Blade; otherwise, Cisco Unified MeetingPlace cannot connect to that Audio Blade.
4. Select **Upload**.