

Set up and manage enterprise-grade Cisco conferencing with Meeting Services

Flexibly configure your Cisco-based conferencing service to meet your needs and offer managed meetings at scale.

Who is Meeting Services for?

Meeting Services is for organizations needing to set up and run enterprise-grade conferencing using Cisco Meeting Server, including fully managed white-glove services.

What does Meeting Services enable you to do?

- ✓ Configure your self-hosted Cisco conferencing service to work exactly the way you need it in different situations
- ✓ Set up tiered services
- ✓ Define meeting space (virtual meeting room) templates for various meeting types
- ✓ Schedule meetings in white-glove environments
- ✓ Operate managed conferencing at scale
- ✓ Offer self-service meeting scheduling for end users

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Use Meeting Services to set up your conferencing precisely the way you need it, and offer managed ‘white-glove’ meetings at scale. Meeting Services also enables self-service meeting scheduling for end users.

Set up your conferencing to suit your organization

There’s no one-size-fits-all when it comes to enterprise conferencing. Meeting Services lets you set up the right service and meeting types for your teams, including in highly secure and air-gapped environments.

This can include tiered services, with tailored meeting types for different users, divisions, or scenarios.

Templating ensures the right meeting experience – every time

Meeting space (virtual meeting room) templates enable fine-tuned, consistent experiences for each type of meeting you need to offer. All-hands sessions, where the board presents to the company, should behave very differently from team huddles, for example.

Templates, which you set up in Meeting Services, let you preconfigure a range of meeting settings including:

- ✓ Available participant roles
- ✓ Permitted numbers of participants
- ✓ Whether a host is required
- ✓ Waiting lobbies
- ✓ Passcode protection
- ✓ Recording settings
- ✓ Join and leave tones
- ✓ Participant audio/video controls
- ✓ Screen sharing

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Secure your meetings

Protect sensitive meetings with comprehensive security controls, including:

- ✓ Passcode protection
- ✓ Limited-duration meeting spaces for one-time calls
- ✓ Waiting lobbies
- ✓ Ability to disable recording

Granular user permissions settings, which can be linked to your Active Directory/LDAP system, control users' access to specific meeting space templates, product features, Cisco Meeting Servers, other users, and meetings.

Implement Cisco One Button to Push (OBTP)

Implement Cisco One Button to Push (OBTP) in self-hosted environments, with Meeting Services. This supports one-tap joining for meetings on:

- ✓ Cisco Meeting Server
- ✓ Webex
- ✓ Microsoft Teams CVI

Run managed conferencing at scale

To ensure your high-importance meetings run smoothly, Meeting Services provides everything you need to operate fully managed conferencing – sometimes known as 'white-glove' or 'concierge' services.

Authorized users, such as call operators or personal assistants, can schedule one-off or recurring meetings on behalf of your employees, using predefined templates.

Your operations team can then view and manage up to 50 active meetings on a single screen. Here, they can:

- ✓ View video snapshots
- ✓ See who's speaking
- ✓ Add/remove participants
- ✓ Move participants between meetings
- ✓ Change audio and video settings, including pane placement and participant importance

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Self-service meeting scheduling

If you choose not to use Outlook for meeting scheduling, Meeting Services also includes a self-service portal for users to book their meetings.

For organizations wanting a more comprehensive self-service experience, our Metro suite includes desktop and mobile meeting clients, integrations for Outlook and Microsoft Teams, and more.

[Discover Metro: Premium self-service conferencing applications.](#)

Book your demo now

Discover how Meeting Services can enable you to configure and run enterprise-class conferencing on Cisco Meeting Server.

Head to [**vqcomms.com/contact-us**](https://www.vqcomms.com/contact-us) to book your demo.