C H A P T E R 14

Cisco TelePresence Calls Screen

Revised: September, 2010, OL-21702-01

The Cisco TelePresence Calls Screen shows the options that are available during an active video and/or audio Cisco Telepresence call. Your Call Screen options are described in the following sections:

Cisco TelePresence Calls Screen Main Menu

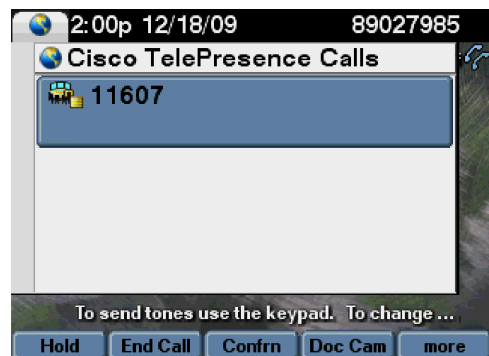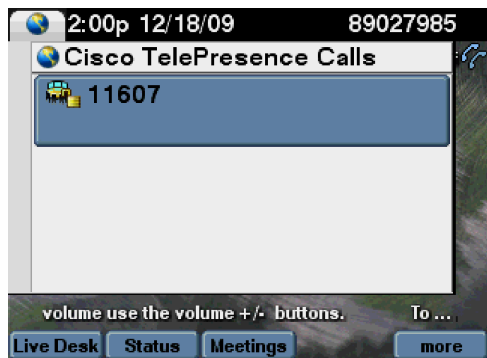**Figure 14-1   Cisco TelePresence Calls Screen Main Menu**

Table 14-1 shows available Cisco TelePresence Calls Screen Main Menu softkeys.

Table 14-1   Cisco TelePresence Call Screen Main Menu Softkeys

Navigation Type	Description
Softkey	
Hold	Places the active call on hold. The Cisco TelePresence screen goes dark and the Hold icon appears. Cisco Hold music plays. See Cisco TelePresence Calls Screen Five for on-hold options.
End Call	Ends the active call.
Confrn	Opens a new Dial Screen to add in (conference in) a new meeting participant.
Mute **Unmute**	CTS 500 only. Mutes the call. To turn muting off, touch **Unmute**.
Doc Cam	(If present) Takes you to the Document Camera Screen.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Screen Two.

Cisco TelePresence Calls Screen Two

Figure 14-2   Cisco TelePresence Calls Screen Two

Table 14-2 shows available Cisco TelePresence Calls Screen Two softkeys.

Table 14-2   Cisco TelePresence Calls Screen Two Softkeys

Navigation Type	Description
Softkey	
Live Desk	Dials the Live Desk.
Status	Takes you to the Cisco TelePresence Calls Status Screen.

Table 14-2   Cisco TelePresence Calls Screen Two Softkeys

Navigation Type	Description
Meetings	Takes you to the Meetings Screen.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Screen Two.

Cisco TelePresence Calls Screen Three

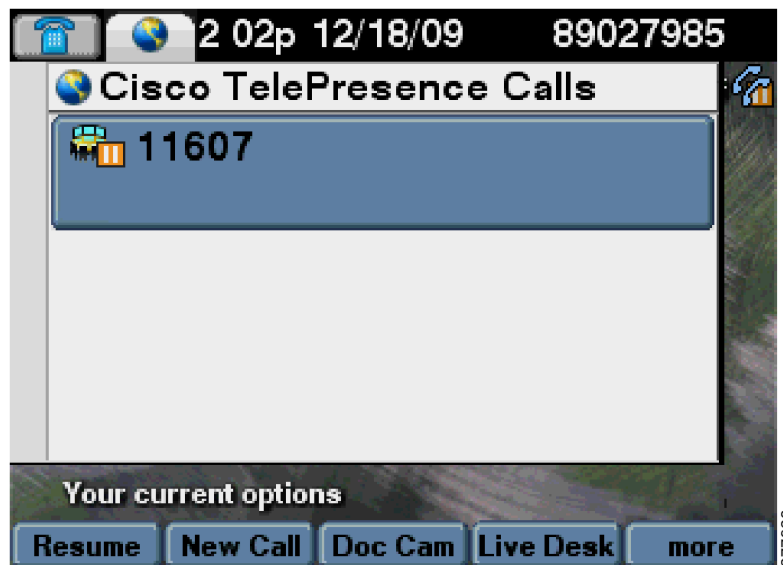***Figure 14-3   Cisco TelePresence Calls Options***

Table 14-3 shows available Cisco TelePresence Calls Screen Three softkeys.

Table 14-3   Cisco TelePresence Calls Screen Three Softkeys

Navigation Type Softkey	Description
Resume	Resumes the active call. The Cisco TelePresence screen returns to the meeting view.
New Call	Takes you to the Dial Screen to dial a new number to add to the active call.
Doc Cam	Takes you to the Document Camera Screen.
Live Desk	Dials the Live Desk.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Screen Two.

Cisco TelePresence Calls Screen Four

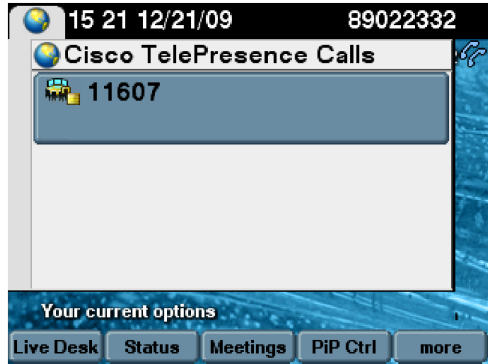*Figure 14-4   Cisco TelePresence Calls Options*

Table 14-4 shows available Cisco TelePresence Calls Screen Four softkeys.

Table 14-4   Cisco TelePresence Calls Screen Four Softkeys

Navigation Type Softkey	Description
Live Desk	Dials the Live Desk.
Status	Takes you to the Cisco TelePresence Calls Status Screen.
Meetings	Takes you to the Meetings Screen.
PiP Ctrl	Takes you to the Presentation-in-Picture (PiP) Control Screen.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Screen Five and Cisco TelePresence Calls Screen Five.

Cisco TelePresence Calls Screen Five

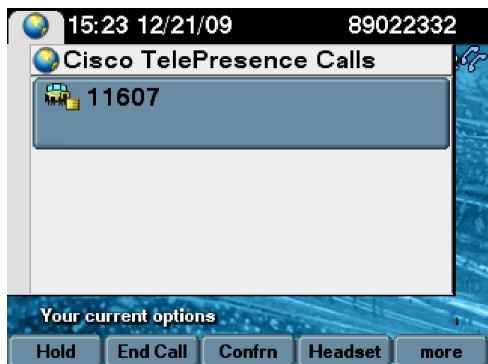*Figure 14-5   Cisco TelePresence Calls Screen Five*

Table 14-5 shows available Cisco TelePresence Calls Screen Five softkeys.

Table 14-5   Cisco TelePresence Calls Screen Five Softkeys

Navigation Type	Description
Softkey	
Hold	Places the active call on hold. The Cisco TelePresence screen goes dark and the Hold icon appears. Cisco Hold music plays. See Cisco TelePresence Calls Screen Three for on-hold options.
End Call	Ends the active call.
Confrn	Opens a new Dial Screen to add in (conference in) a new meeting participant.
Headset	Takes you to the Headset Control Screen.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Screen Six (Conferencing).

Cisco TelePresence Calls Screen Six (Conferencing)

Figure 14-6   Cisco TelePresence Calls Conferencing Options

Table 14-6 shows available Cisco TelePresence Calls Screen Six (Conferencing) buttons and softkeys.

Table 14-6   Cisco TelePresence Calls Screen Six (Conferencing) Buttons and Softkeys

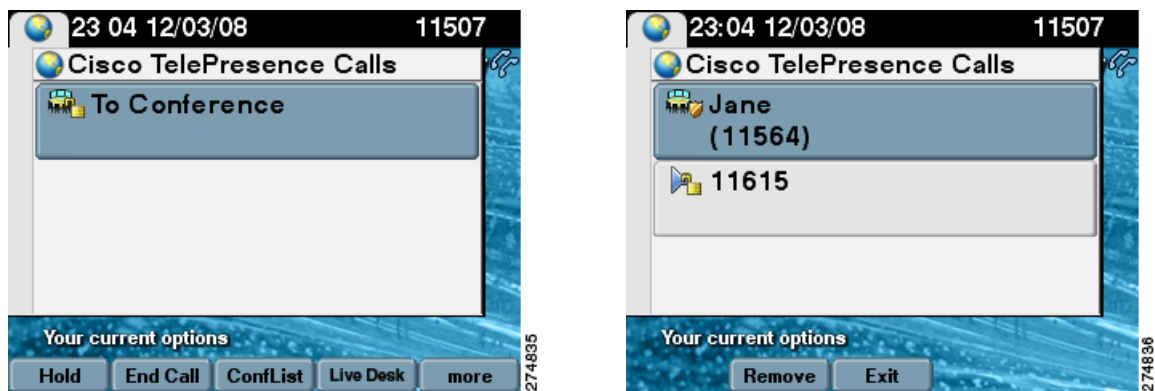| Navigation Type	Description
Button	Touch a meeting participant row to select the corresponding call.
Softkey	

Table 14-6   Cisco TelePresence Calls Screen Six (Conferencing) Buttons and Softkeys

Navigation Type	Description
Hold	Places the specified call on hold. The Cisco TelePresence screen goes dark and the Hold icon appears. Cisco Hold music plays. See Cisco TelePresence Calls Screen Three for on-hold options.
End Call	Ends the specified call.
Confrn	Opens a new Dial Screen to add in (conference in) a new meeting participant.
Headset	Takes you to the Headset Control Screen.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Screen Seven (Joining a Call).

Conference Call Member List

To display and manage individual phone numbers that have been added to the conference, follow these steps:

Step 1   Touch the **ConfList** softkey to display the individual phone numbers added to the conference. The Conference List screen appears, as shown in Figure 14-7.

Step 2   If desired, highlight a phone number and touch the **Remove** softkey to end the call to that phone number.

Step 3   Touch the **Exit** softkey to exit the Conference List screen.

Figure 14-7   Conference Call Member List

Cisco TelePresence Calls Screen Seven (Joining a Call)

Figure 14-8   Cisco TelePresence Calls Joining a Call Options

Table 14-7 shows available Cisco TelePresence Calls Screen Seven (Join a Call) softkeys.

Table 14-7   Cisco TelePresence Calls Screen Seven (Join a Call) Softkeys

Navigation Type	Description
Button	Touch a meeting participant row to select the corresponding call.
Softkey	
Resume	Resumes the active call. The Cisco TelePresence screen returns to the meeting view.
New Call	Takes you to the Dial Screen to dial a new number to add to the active call.
Join	Joins specified calls (11607 and 11597 in Figure 14-8, for example).
Headset	Takes you to the Headset Control Screen.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Status Screen.

Cisco TelePresence Calls Status Screen

Figure 14-9   Cisco TelePresence Calls Status Screen

Table 14-8 shows available Cisco TelePresence Calls Status Screen softkeys.

Table 14-8   Cisco TelePresence Calls Status Screen Softkeys

Navigation Type	Description
Softkey	
Exit	Exits the Status Screen and returns to the Cisco TelePresence Calls Screen Main Menu.
Info	Takes you to the System Information Screen.
Periph	Takes you to the Peripheral Status Screen.

Cisco TelePresence Meeting Extension Feature

This feature provides an option on the CTS Cisco Unified IP phone to extend Cisco TelePresence meetings past their scheduled end time:

- Meeting Extension Softkey Functions, page 14-9
- Alternate Meeting Extension Tips, page 14-10

Meeting Extension Softkey Functions

Table 14-9 shows softkey functions on the CTS Cisco Unified IP phone.

Table 14-9   Cisco TelePresence Calls Screen Four Softkeys

Navigation Type	Description
Softkey	
Extend	Request to extend a meeting on a best effort basis. See Figure 14-10 for navigation tips. See also Alternate Meeting Extension Tips.
Confirm	Touch to confirm that the system has extended your meeting as requested. When your meeting is extended, the word "Extended" appears on the meeting label for all CTS and the **Extend** softkey is removed from the menu choices. See Figure 14-11.
Cancel	Cancels the meeting extension request.
more	Displays the next set of softkeys. See Cisco TelePresence Calls Screen Five.

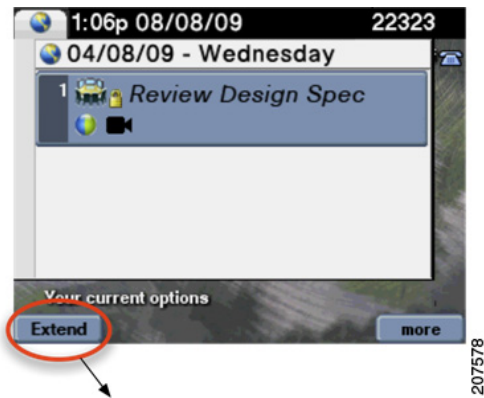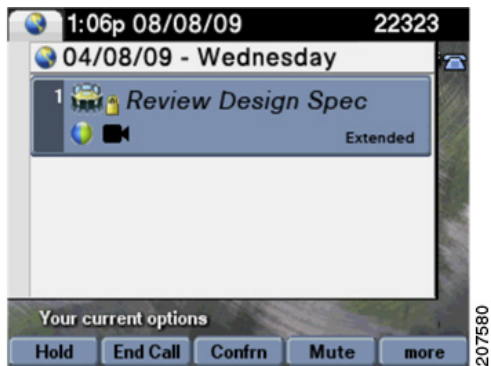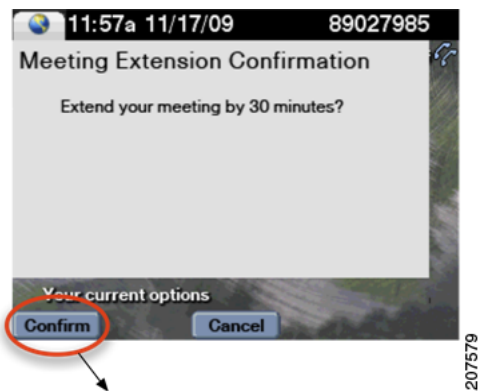*Figure 14-10   Meeting Extension Navigation*
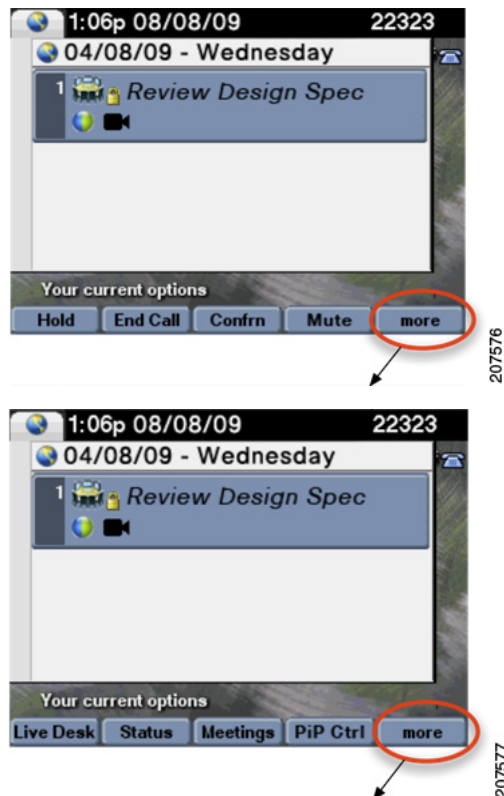
Figure 14-11   Confirming Your Meeting Extension

Alternate Meeting Extension Tips

An alternate method you can use to extend your meeting from the phone is to touch **more** > **MgtCtrl** then scroll down to the Extend Meeting option and touch **Select**.

Related Information

See the *Cisco TelePresence System User Guide* for more information about using the Cisco TelePresence System and the CTS Cisco Unified IP Phone.