



# Using Meet-me Conference on Yealink IP Phones with BroadSoft UC One



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# Document Revision History

Version	Change Log
1.0	Edited and published document.

# Requirements for BroadWorks and IP phone

## BroadWorks (UC ONE) software version:

R17.0/R17.sp1/R17.sp2/R17.sp3/R17.sp4

R18.0/R18.sp1

R19.0/R19.sp1

## Firmware version on IP Phones:

T19(P): 31.71.xx.xx

T20(P): 9.71.xx.xx

T21(P): 34.71.xx.xx

T22(P): 7.71.xx.xx

T26(P): 6.71.xx.xx

T28(P): 2.71.xx.xx

T32(G): 32.70.xx.xx

T38(G): 38.70.xx.xx

T42(G): 29.71.xx.xx

T46(G): 28.71.xx.xx

W52P: 25.30.xx.xx

VP530: 23.70.xx.xx

# You will learn

- ① **Application Scenarios**
- ② **Configuration on BroadWorks&BTBC**
- ③ **Configuration on Yealink phone**
- ④ **Feature show**

# ① Application scenarios

**Meet-Me Conference provides the ability to schedule a telephone meeting with your co-workers**

**The moderator** who has control of the conference set up one conference in BroadWorks server, it generate the conference phone number and conference ID/PIN.

**Other participants** calling into the conference are connected at the appropriate time to carry on the conference call.

**Each party** joins the conference by dialing the Meet-Me bridge number or pressing the Meet-Me conference key directly.

## **Related Key Features :**

**Network Conference :** Conduct a conference with multiple participants. The maximum of the participants depends on the BroadWorks server. You can also refer the other document for Network Conference feature.

**Local 3-way Conference:** Yealink phones maximum support 3 parties (including yourself) in a conference call, it is out of SIP server.

# ② Configuration on BroadWorks

## 1. Create and Manage Conferences Bridge

Configuration Path: Group->Meet-Me Conferencing->Meet-Me Conferencing Bridges->Add

Group > Meet-Me Conference Bridges Harrydemo

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Options:

- Profile
- Calling Plans

### Meet-Me Conference Bridge Profile

Modify the selected Meet-Me conference bridge.

Conference Bridge ID: Harrydemo [Change User ID \(Also saves current screen data\)](#)

\* Name:

\* Calling Line ID Last Name:

Department:  Language:

Time Zone:  Network Class of Service:

Operator Phone Number / SIP-URI:

Maximum Ports Available For This Bridge:

Allocated Ports To This Bridge:  Unlimited  Limited To:

Allow Individual Outdial

Maximum Conference Duration  hours  minutes

Play Warning Prompt  minutes before the conference end

Enter search criteria below

User ID  Starts With

Available Users

Conference Hosts

3576, 3576 (2413333576) ▲  
3577, 3577 (2413333577)  
3578, Mike (2413333578)  
3579, Mike (2413333579)

3584, 3584 (2413333584) ▲

# ② Configuration on BroadWorks

## 2. Build the Network Conference

Configuration Path: Group-> Profile->Users-> Search, select the conference hosts user-> Meet-Me Conferencing->Conferences-> Add

Group > Users: 2413333580 Welcome Yealink Proc

Options:

- Profile
- Incoming Calls
- Outgoing Calls
- Call Control
- Calling Plans
- Client Applications
- Meet-Me Conferencing**
- Messaging
- Service Scripts
- Utilities

### Meet-Me Conference Add

Create a new conference.

OK Cancel

Bridge: Harrydemo

\* Title: Harrydemo

Account Code: \_\_\_\_\_

Estimated number of participants: \_\_\_\_\_

Restrict number of participants to \_\_\_\_\_

Mute all attendees on entry

End conference when moderator departs

Moderator required to start conference

When attendees join/leave:  Play tone  Play recorded name  No notification

Type:  One Time  Recurring  Reservationless

Schedule

Start Date: 8/22/2013 (mm/dd/yyyy)

\* End Date:  Never  Date 9/22/2013 (mm/dd/yyyy)

OK Cancel

# ② Configuration on BroadWorks

## 3. Check the Conference Access info:

Path: Group-> Profile->Users-> Search, select the conference hosts user-> Meet-Me Conferencing->Conferences

Group > Users : 2413333580

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### Options:

- [Profile](#)
- [Incoming Calls](#)
- [Outgoing Calls](#)
- [Call Control](#)
- [Calling Plans](#)
- [Client Applications](#)
- ▶ [Meet-Me Conferencing](#)
- [Messaging](#)
- [Service Scripts](#)
- [Utilities](#)

## Meet-Me Conferences

Create and manage conferences.

Delete	Title	Bridge Name	Host	Status	Type	Start Time ▲	Edit
<input type="checkbox"/>	Harrydemo	Harrydemo	3580,3580 (2413333580)	Active	Reservationless		<a href="#">Edit</a>

[ Page 1 of 1 ]

Title  Starts With  [Find](#) [Find All](#)

### Conference Access

Phone Number: +44-2413333584

Conference ID: 958896

### Moderator Access

Phone Number: +44-2413333584

Extension: 5800

Moderator Pin: 046126



## ③ Configuration on Yealink IP Phones

Ways to configure Meet-Me conference direct key on IP Phones:

Access Portal	Availability	How to access?
Phone LCD portal	Available	Long press the Programmable key, then select the Type to Meet-me, and input the BridgeID and PIN/ID number
Web portal	Available	Log in by IP address: *Username/password are <b>admin/admin</b> by default
Auto Provisioning	Available	Use Yealink auto provision config file

# ③ Configuration on Yealink IP Phones

Line Key 5

1. Type:	Meet-me	◀ ▶
2. Account ID:	Line 1	◀ ▶
3. Label:	meet me	
4. Bridge ID:	5800	Bridge Phone Number
5. PIN/ID:	●●●●●●	Conference ID Or Moderator Pin

Back      Switch      Save

# ③ Configuration on Yealink IP Phones

1. Go to page **DSSKey** → **Line Key 1-9 (example)**.

Select the Type to Meet-Me Conference, and input the “Value” to conference number or extension number, the “Extension” to the Conference ID

Key	Type	Value	Label	Line
Line Key1	Line	default		Line 1
Line Key2	Line	default		Line 2
Line Key3	Line	default		Line 3
Line Key4	Line	default		Line 4
Line Key5	Meet-Me Conf	5800	Meet-me	Line 1
Line Key6	N/A			N/A
Line Key7	N/A			N/A
Line Key8	N/A			N/A
Line Key9	N/A			N/A

## ③ Configuration on Yealink IP Phones

**## Configure the linekey 6 as DSSKey for meet-me conference #**

**#!version:1.0.0.1**

**#Configure Line Key6**

**linekey.6.line = 1**

**linekey.6.value = 5800**

**linekey.6.extension = 958896#**

**linekey.6.type = 55**

**linekey.6.label = meet me conf**

Bridge Phone  
Number

Conference ID  
Or  
Moderator Pin

**Enjoy the Meet-me Conference feature 😊**