

Your devices checklist: Make the most of your devices

Use this checklist to enable the rich features and capabilities of your Cisco devices.

✓ Establish your foundation

Enjoy an easier device deployment when you've set up the proper foundation. Use this checklist to [set up Control Hub for deployment success](#).

✓ Streamline responsibilities and share accountability

Administrators set up your organization, configure services, onboard devices, and more, all within Control Hub. When you're ready, we recommend that you share administrative responsibilities and [assign various administrative roles](#) like a Device administrator to help with deployment of Workspaces and Devices, and a Support administrator to assist with troubleshooting and analytics.

✓ Understand the network requirements

Devices connect to the network and networks have [security requirements](#) with firewall, proxy, and packet inspection systems. Achieve a functional and successful deployment when you understand how Cisco devices operate on the network, including which ports and protocols they use.

✓ Build locations

When you [pre-build locations](#), you can use them to help filter and apply configuration changes to Workspaces and Devices. And with locations built from the start, you can ensure your analytics capture the information with location details included.



✓ Create Workspaces

[Set up your Workspaces](#) like huddle rooms, lobbies, and conference rooms. Use [directory sync in Control Hub](#) to create Workspaces from the rooms that you have set up in your active directory. You can use [Webex Device Connector](#) to bulk deploy new devices.

✓ Set up One Button to Push (OBTP)

Simplify how your users can join their meetings, by just one button to push. [Enable Hybrid Calendar](#) and provide the One Button to Push experience on all your devices.

✓ Capture the metrics

When you allow Control Hub to capture Workspace metrics from device sensors, you gain valuable utilization and environmental insights. [See trends and raw data from the historical data page](#) for a Workspace. With utilization and environmental data for conference rooms and office spaces, you can make data-driven decisions. Take it to the next level and integrate with [Smart Workspaces](#).

✓ Enable other meeting platforms

Set up your Cisco devices to [join other meeting platforms](#) like Microsoft Teams, Google Meet, or Zoom meetings with the touch of a button.

✓ Unlock the power of instant Webex meetings

Forgot to book a meeting? No problem! With [Webex Meetings in devices](#) enabled, your users can simply walk into a room with a Cisco device, tap the Webex button, and start a meeting. Make sure your devices and users have what they need to make the most of their experience.

✓ Simplify room booking

[Enable room booking for shared mode Board and Room series devices](#) so that your users can book meeting rooms directly from a shared room device without having to look up rooms in a calendar. Use [outside room booking](#) with a [wall-mount Cisco Room Navigator](#). That way, your users can see the availability status, book impromptu meetings on the device, and see the room calendar.

✓ Plan for hot desking

Maximize your office space by having your employees sign in and book a shared device for their workday. As an administrator, you can [enable and customize hot desking](#) for your organization. Then, share with your users how they can [sign in and book a device with hot desking](#).

✓ Integrate

Show custom content on your Cisco devices when you [enable digital signage](#). Take it all a step further by integrating Control Hub with [Cisco Spaces](#).

Additional resources

Security

Technical paper with an overview of the security features of Cisco Collaboration video devices when registered to the Webex cloud.

Release notes for RoomOS software

Take a look at what's new and what's coming for features and capabilities available for your Cisco registered Board, Desk, and Room Series devices.



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