



Windows Vista™

Windows Vista Windows Meeting Space Step by Step Guide

Microsoft Corporation

Published: August 2006

Abstract

Windows Meeting Space in the Microsoft® Windows Vista™ operating system provides the ability for individuals to collaborate anytime, anywhere through laptop to laptop screen streaming, file sharing, and note passing. This guide includes system requirements, installation instructions, and step-by-step instructions for creating a session, joining a session, inviting someone to a session, starting a presentation of a desktop or single application, sharing a file, and passing a note.

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Contents

Windows Vista Windows Meeting Space Step by Step Guide	7
What is Windows Meeting Space?	7
What's new in Windows Meeting Space?.....	7
Who should use Windows Meeting Space?	7
Benefits of Windows Meeting Space	8
Key scenarios for Windows Meeting Space	8
Getting started with Windows Meeting Space	9
Setting up the test environment for Windows Meeting Space	9
Prepare Windows Firewall for Windows Meeting Space	9
Starting a Windows Meeting Space session	10
Prerequisites for starting a Windows Meeting Space session.....	11
Known issues for starting a Windows Meeting Space session.....	11
Create a Windows Meeting Space session on a computer to computer wireless network.....	11
Prerequisites for creating a Windows Meeting Space session on a computer to computer wireless network.....	12
Known issues for creating a Windows Meeting Space session on a computer to computer wireless network.....	12
Inviting Attendees to a Windows Meeting Space session	12
Invite someone near me to a Windows Meeting Space session.....	12
Prerequisites for inviting someone near me to a Windows Meeting Space session	13
Known issues for inviting someone near me to a Windows Meeting Space session	13
Invite someone to a Windows Meeting Space session using e-mail	13
Prerequisites for inviting someone to a Windows Meeting Space session using e-mail	14
Known issues for inviting someone to a Windows Meeting Space session using e-mail	14
Invite someone to a Windows Meeting Space session using a file invitation	14
Prerequisites for inviting someone to a Windows Meeting Space session using a file invitation.....	15
Known issues for inviting someone to a Windows Meeting Space session using a file invitation	15
Joining a Windows Meeting Space session	15
Join a Windows Meeting Space session using Sessions Near Me.....	15

Prerequisites for joining a Windows Meeting Space session using Sessions Near Me.....	16
Known issues for joining a Windows Meeting Space session using Sessions Near Me.....	16
Join a Windows Meeting Space session using People Near Me	16
Prerequisites for joining a Windows Meeting Space session using People Near Me	17
Known issues for joining a Windows Meeting Space session using People Near Me	17
Join a Windows Meeting Space session using an e-mail invitation	17
Prerequisites for joining a Windows Meeting Space session using an e-mail invitation.....	18
Known issues for joining a Windows Meeting Space session using an e-mail invitation.....	18
Join a Windows Meeting Space session on a computer to computer wireless network using Sessions Near Me	18
Prerequisites for joining a Windows Meeting Space session on an computer to computer wireless network using Sessions Near Me follow	19
Known issues for joining a Windows Meeting Space session on a computer to computer wireless network using Sessions Near Me follow	19
Join a Windows Meeting Space session using a file invitation	19
Prerequisites for joining a Windows Meeting Space session using a file invitation.....	20
Known issues for joining a Windows Meeting Space session using a file invitation	20
Working in a Windows Meeting Space session.....	20
Present My Desktop or an application to a Windows Meeting Space session	20
Prerequisites for presenting My Desktop or an application to a Windows Meeting Space session	21
Known issues for presenting My Desktop or an application to a Windows Meeting Space session	21
Share a handout to a Windows Meeting Space session.....	21
Prerequisites for sharing a handout to a Windows Meeting Space session.....	22
Known issues for sharing a handout to a Windows Meeting Space session	22
Pass a text note to a participant in a Windows Meeting Space session.....	23
Prerequisites for passing a text note to a participant in a Windows Meeting Space session.....	23
Known issues for passing a text note to a participant in a Windows Meeting Space session.....	23
Pass an ink note to a participant in a Windows Meeting Space session	23

Prerequisites for passing an ink note to a participant in a Windows Meeting Space session.....	24
Known issues for passing an ink note to a participant in a Windows Meeting Space session.....	24
Change your online status in a Windows Meeting Space session	24
Prerequisites for changing your online status in a Windows Meeting Space session	24
Known issues for changing your online status in a Windows Meeting Space session.....	25
IPv6, ISATAP, and Windows Meeting Space	25
Managing Windows Meeting Space	25
Disabling Windows Meeting Space	25
Controlling the file types that are shared in Windows Meeting Space	26
Disabling file sharing in Windows Meeting Space	26
Logging activity that occurs in Windows Meeting Space	26
Changing the password strength requirement	28
Configuring Windows Meeting Space to restrict users from receiving an elevation prompt.....	28
Using Group Policy to enable Windows Meeting Space firewall policies	29
Disabling the ad-hoc.....	34
Advanced Network Troubleshooting.....	34
Issue: Cannot see the session in Sessions Near Me.....	34
Issue: Cannot see any people near me	35
Issue: Cannot connect even though I can see the session in Session Near Me	36
Issue: Invitations are not received even though I can see people near me.....	36
Issue: User cannot use file or e-mail-based invitation to join a meeting.....	37
Procedures for advanced networking troubleshooting.....	37
Logging bugs and feedback	44
Additional resources	44

Windows Vista Windows Meeting Space Step by Step Guide

What is Windows Meeting Space?

People often collaborate with each other in meetings. Unfortunately, it has often been an arduous task to collaborate in the context of a meeting on the computer. Windows Meeting Space in Microsoft® Windows Vista™ seeks to ease the difficulties, and to enhance the collaboration possibilities for computer-based meetings. Windows Meeting Space improves the following experiences:

- Organizing, inviting, and viewing participants
- Distributing an agenda, attendee list, and other documents
- Including Local and remote attendees
- Linking multiple activities
- Viewing shared presentations
- Sharing and distributing files
- Passing notes
- Supporting unsecured environments (such as customer sites and hotspots) that have no infrastructure by using the Microsoft P2P infrastructure

What's new in Windows Meeting Space?

Windows Meeting Space is new for Windows Vista.

Who should use Windows Meeting Space?

This guide is targeted at the following audiences:

- Information workers in small, medium, and large businesses
- IT planners and analysts who are evaluating the product
- Enterprise IT planners and designers
- Early adopters
- Security architects who are responsible for implementing trustworthy computing
- Support personnel who troubleshoot Windows Vista

Benefits of Windows Meeting Space

Windows Meeting Space focuses on helping information workers and addresses their needs by providing:

- A collaborative application focused on sessions that work in all topologies, including:
 - Computer to Computer (Ad hoc)
 - Home
 - Managed/Corporate
 - Internet (if the firewall and associated ports are correctly configured)
- A means to invite, track, and detect the presence of attendees
- Screen and window sharing between laptops, tablets, and projectors
- Simple file sharing with other attendees

Key scenarios for Windows Meeting Space

This guide discusses the following scenarios:

- [Getting started with Windows Meeting Space](#)
 - [Set up the test environment for Windows Meeting Space](#)
 - [Prepare Windows Firewall for Windows Meeting Space](#)
 - [Start a Windows Meeting Space session](#)
 - [Create a Windows Meeting Space session on a computer to computer wireless network](#)
- [Inviting attendees to a Windows Meeting Space session](#)
 - [Invite someone to a Windows Meeting Space session using e-mail](#)
 - [Invite someone near me to a Windows Meeting Space session](#)
 - [Invite someone to a Windows Meeting Space session using a file invitation](#)
- [Joining a Windows Meeting Space session](#)
 - [Join a Windows Meeting Space session using Sessions Near Me](#)
 - [Joining a Windows Meeting Space session using People Near Me](#)
 - [Join a Windows Meeting Space session using an e-mail invitation](#)
 - [Join a Windows Meeting Space session on a computer to computer wireless network using Sessions Near Me](#)
 - [Join a Windows Meeting Space session using a file invitation](#)
- [Working in a Windows Meeting Space session](#)
 - [Present "my" Desktop or Application to a Windows Meeting Space session](#)

- [Share a handout during a Windows Meeting Space session](#)
- [Pass a text note to a participant in a Windows Meeting Space session](#)
- [Pass an "ink" note to a participant in a Windows Meeting Space session](#)
- [Change "my" online status in a Windows Meeting Space session](#)

Getting started with Windows Meeting Space

To use Windows Meeting Space, you will need two or more computers with network connectivity. The network connection can be wired or wireless, or even a combination of the two, provided the test computers can communicate with each other. To test additional features, you will need a working e-mail configuration, and at least one application to share across a Windows Meeting Space session.

Setting up the test environment for Windows Meeting Space

To set up the test environment, configure the following:

- Two or more computers running Windows Vista with wired network connections
- Two or more computers running Windows Vista that have wireless networking capable of hosting computer to computer network connections

Prepare Windows Firewall for Windows Meeting Space

Windows Meeting Space will automatically configure the correct exceptions for Windows Firewall the first time you start Windows Meeting Space. When Windows Meeting Space is started the first time, you are prompted to **Setup Windows Meeting Space**. Click **Enable file synchronization and Windows Firewall exception** to make the changes automatically. You will also be prompted to set up and enable People Near Me. In **Name**, type your name, and then click **OK** after reading the security warning.

If you want to manually configure Windows Firewall, the following table contains the ports and applications to be excepted.

Protocol	Port
TCP	801
TCP	3587
UDP	1900
UDP	3540

Protocol	Port
UDP	3702

Application	Path
Netproj.exe	%SystemRoot%\System32\netproj.exe
P2phost.exe	%SystemRoot%\System32\p2phost.exe
Wincollab.exe	%ProgramFiles%\Windows Meeting Space\WinCollab.exe

▶ **To configure Windows Firewall for Windows Meeting Space**

1. Click **Start**, click **Control Panel**, and then click **Security**.
2. In **Windows Firewall**, click **Allow a program through Windows Firewall**.
3. Click the **Exceptions** tab.
4. In **Program or Port**, click **Windows Meeting Space**, **Connect to a Network Projector**, and **Windows Peer to Peer Collaboration Foundation**, and then click **OK**.
- 5.

Starting a Windows Meeting Space session

To collaborate in a Windows Meeting Space session, you must first create the session. When creating a session, you specify a name and password for the session. You can also choose to publish the session on another network by using the Network Options dialog box.

▶ **To start a new Windows Meeting Space session**

1. Click **Start**, click **All Programs**, and then click **Windows Meeting Space**.
2. Click **Start a session**.
3. Enter a name and a password for the session.
4. Click **Start**.

Prerequisites for starting a Windows Meeting Space session

To complete this task, you should have network connectivity or a wireless card that can create a computer to computer wireless network.

Administrative credentials

To complete this task, you must be a member of the users group. In addition, if this is the first time you have launched Windows Meeting Space, you will need to elevate to administrator credentials to open the correct ports.

Known issues for starting a Windows Meeting Space session

You might encounter the following issues during this scenario:

- Windows Meeting Space fails to start.
 - You may encounter this issue if you are running the Starter Edition of Windows Vista. Windows Meeting Space will not start on the Starter Edition of Windows Vista. If you are using this edition, you must upgrade to a different one to use this feature.
- I am unable to create a session. This failure could occur in multiple situations:
 - You are using Windows Vista Home Basic Edition. With this edition, users can only join a session and are unable to create a session.
 - The application services are in an unstable state. To resolve this issue, restart your computer.

Create a Windows Meeting Space session on a computer to computer wireless network

If you do not have network connectivity, you can still create a session if your wireless network card supports computer to computer wireless network connections. When you create a session, you specify a name and password for the session. Windows Meeting Space creates a computer to computer wireless network connection by taking the Service Set Identifier (SSID) from the session name and the Wired Equivalent Privacy (WEP) key from the password you entered.

You can also force the application to create a computer to computer wireless network connection using the Network Options dialog box on the start page of Windows Meeting Space.

Create a Windows Meeting Space session on a computer to computer wireless network

1. Click **Start**, click **All Programs**, and then click **Windows Meeting Space**.

2. Enter a name for the session and a password.
3. Click **Network Options**.
4. Click **Ad hoc Wireless Network**.
5. Click **OK**.
6. Click **Create Meeting**.

Prerequisites for creating a Windows Meeting Space session on a computer to computer wireless network

To complete this task, you must have a wireless card that can create a computer to computer wireless network.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for creating a Windows Meeting Space session on a computer to computer wireless network

There are no known issues for this scenario.

Inviting Attendees to a Windows Meeting Space session

When using Windows Meeting Space to collaborate with one or more people, you need to set up a session and then invite other people to join. There are several methods that can be used to invite other people to join your session, including file, e-mail, and People Near Me.


Invite someone near me to a Windows Meeting Space session

The Windows Meeting Space feature makes use of a new Windows Vista platform component called People Near Me. This feature allows signed-on users to publish their presence and view other peoples' presence on the local subnet. Users that are published in People Near Me can be invited to join activities, like Windows Meeting Space sessions.

Any user in the session can invite a nearby user by simply launching the People Near Me invitation dialog box and selecting a user. After they click **Send Invitations**, the remote user will receive an invitation dialog box. From this invitation, they can select to accept, decline, or dismiss the invitation to join the session.

 **Note**

To perform this task, you must already be in a Windows Meeting Space session.

 **To invite someone near me to a Windows Meeting Space session**

1. Click **Invite** in People Near Me or from the button bar.
2. Select a person to invite.
3. Click **Send Invitations**.

Prerequisites for inviting someone near me to a Windows Meeting Space session

To perform this task, you must already be in a session and on the same local subnet as the user you want to invite. If you are not on the same subnet (and the user is at a remote location), then you must either e-mail or file an invitation.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for inviting someone near me to a Windows Meeting Space session

You may encounter the following issues when inviting a user nearby:

- I don't see the person I would like to invite in People Near Me
- I clicked **Send Invitation**. How do I know they received the invitation?
- I sent the other user an invite, but they did not receive it. You or the other user may have signed out or lost network connectivity.

Invite someone to a Windows Meeting Space session using e-mail

You can create an e-mail invitation to send to a remote participant. If your firewall is configured with the information in the [Prepare the Windows Firewall for Windows Meeting Space](#) section, then the remote participant will be able to connect and participate in the session. This is especially useful inside of corporations where someone might attend a session from their desk.

 **Note**

To perform this task, you must already be in a Windows Meeting Space session.

▶ **To invite someone to a Windows Meeting Space session using e-mail**

1. In **People**, or on the button bar, click **Invite**.
2. In **People** (lower left-hand corner), click **Invite Others**.
3. Click **Create an e-mail invitation**.
4. Address the e-mail and then click **Send**.

Prerequisites for inviting someone to a Windows Meeting Space session using e-mail

To perform this task, you must already be in a session.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for inviting someone to a Windows Meeting Space session using e-mail

When I attempt to send an invitation, an e-mail is not created. In this scenario, you should check that you have an e-mail program that supports simple MAPI, such as Windows Mail.

Invite someone to a Windows Meeting Space session using a file invitation

You can create a file invitation to send to a remote participant for a Windows Meeting Space session. If Windows Firewall is configured with the information in the [Prepare the Windows Firewall for Windows Meeting Space](#) section, then the remote participant can connect and participate in the session. This is useful inside of corporations where someone might attend a meeting from their desk.

To invite someone using a file, you open the invitation dialog box and choose **Invite Others**. After the resulting dialog launches, you can click **Create File Invitation**. A traditional **Save as** dialog is launched and you can save the file. After the file is created, you can communicate the file by using a file share, an instant messenger (IM) conversation, e-mail, and so forth.

 **Note**

To perform this task, you must already be in a Windows Meeting Space session.

▶ **Invite someone using a file invitation to a Windows Meeting Space session**

1. In **People**, click **Invite**.

2. Click **Invite Others**.
3. Click **Create a file invitation**.
4. Choose a location to save the file.
5. Give the file to someone using a means such as an IM conversation, a USB key disk, a file share, or e-mail.

Prerequisites for inviting someone to a Windows Meeting Space session using a file invitation

To perform this task, you must already be in a session.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for inviting someone to a Windows Meeting Space session using a file invitation

There are no known issues for this scenario.

Joining a Windows Meeting Space session

Once someone has hosted a Windows Meeting Space session, they can invite you to connect. The invitations can be made in several forms including file, e-mail, or People Near Me.

Join a Windows Meeting Space session using Sessions Near Me

Once a session has been created, other participants can join the session using Sessions Near Me. Sessions Near Me lists the different sessions occurring on the local subnet. Once you have discovered the session you wish to attend, you must obtain and enter the password for the session.

▶ Join a Windows Meeting Space session using Sessions Near Me

1. Click **Start**, click **All Programs**, and then click **Windows Meeting Space**.
2. Click **Join a session**.
3. Choose a session to join.
4. Enter the password (obtained outside of the experience).
5. Click **Join**.

Prerequisites for joining a Windows Meeting Space session using Sessions Near Me

To complete this task, you should have wired network connectivity or a wireless card with the ability to create a computer to computer wireless network.

Administrative credentials

To complete this task, you must be a member of the users group. In addition, if this is the first time you have started Windows Meeting Space, you will need to elevate to administrator credentials to open the correct ports.

Known issues for joining a Windows Meeting Space session using Sessions Near Me

You might encounter the following issues during this scenario:

- I am unable to see the meeting in the Sessions Near Me list. This may be caused by a couple of scenarios:
 - You are not signed into People Near Me. To sign into People Near Me, open **Control Panel**, click **Network and Internet**, and then click **People Near Me**. On the panel, click **Sign in** to sign into People Near Me.
 - People Near Me is turned off by Group Policy. This is a policy controlled by your IT administrator. Please consult with the administration staff on how to get People Near Me enabled.
- I am unable to join a session near me. This is usually because the other person does not have the correct firewall ports open. To open the correct ports, refer to Preparing the Windows Firewall for Windows Meeting Space earlier in this document.

Join a Windows Meeting Space session using People Near Me

Once a session has been created, other participants can be invited into the session through a People Near Me invitation. This mechanism allows a participant to enumerate the people on the network and send them invitation to join the meeting. Once you have received the invitation, if you wish to attend, simply accept the invitation.

Note

To perform this task, you must already be in a Windows Meeting Space session.

Join a Windows Meeting Space session using People Near Me

1. Click **Invite** in People Near Me or on the button bar.

2. Select a person to invite.
3. Click **Send Invitations**.

Prerequisites for joining a Windows Meeting Space session using People Near Me

To complete this task, you should have network connectivity or a wireless card with the ability to create a computer to computer wireless network.

Administrative credentials

To complete this task, you must be a member of the users group. In addition, if this is the first time you have started Windows Meeting Space, you will need to elevate to administrator credentials to open the correct ports.

Known issues for joining a Windows Meeting Space session using People Near Me

You might encounter the following issues during this scenario:

- I am unable to send or receive the invitation. This may be caused by a couple of situations:
 - You are not signed into People Near Me. To sign into People Near Me open **Control Panel**, click **Network and Internet**, and then click **People Near Me**. On the panel, click **Sign in** to sign into People Near Me.
 - People Near Me is turned off by Group Policy. This is a policy controlled by your IT administrator. Please consult with the administration staff on how to get People Near Me enabled.
- I am unable to join a session near me. This usually occurs because the other person does not have the correct firewall ports open. To open the correct ports, refer to *Preparing the Windows Firewall for Windows Meeting Space* earlier in this document.

Join a Windows Meeting Space session using an e-mail invitation

Once you have received an invitation over e-mail, to join the session, simply double click the file to open the invitation. Depending on the e-mail client being used, you might have to navigate confirmation dialogs. For Microsoft Outlook® Express and Microsoft Outlook you will have to click **Open** on the resulting confirmation dialog. Once the user has opened the file, Windows Meeting Space will be started, and you will be prompted for the password. To join the session, simply enter the password and click **Join**.

▶ **Join a Windows Meeting Space session using an e-mail invitation**

1. Receive an e-mail invitation.
2. Double click the attachment (click **Open** if prompted).
3. Enter the password.
4. Click **Join**.

Prerequisites for joining a Windows Meeting Space session using an e-mail invitation

To complete this task, you must have a MAPI compliant e-mail program such as Microsoft Outlook or Outlook Express.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for joining a Windows Meeting Space session using an e-mail invitation

You might encounter the following issues during this scenario:

- I am unable to connect to session using an e-mail invite.
 - This usually occurs because the other person does not have the correct firewall ports open. To open the correct ports, refer to Preparing the Windows Firewall for Windows Meeting Space earlier in this document.
- When I attempt to use the attached invitation, I am unable to join the meeting.
 - This usually occurs because users do not have a global IPv6 address and are not on the same local subnet. For additional information about resolving this issue, see the Advanced Network Troubleshooting section at the end of this document.

Join a Windows Meeting Space session on a computer to computer wireless network using Sessions Near Me

Once a session on a private computer to computer wireless network has been created, other participants can join the session using Sessions Near Me. Sessions Near Me enumerates the different wireless networks containing sessions and sessions occurring on the local subnet. Once you have discovered the session and network you wish to attend, you must obtain and enter the password for the session and network.

▶ **Join a Windows Meeting Space session on an computer to computer wireless network using Sessions Near Me**

1. Click **Start**, click **All Programs**, and then click **Windows Meeting Space**.
2. Click **Join a session**.
3. Choose the session to join.
4. Enter the password.
5. Click **Join**.

Prerequisites for joining a Windows Meeting Space session on an computer to computer wireless network using Sessions Near Me follow

To complete this task, you should have network connectivity or a wireless card with the ability to join a computer to computer wireless network.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for joining a Windows Meeting Space session on a computer to computer wireless network using Sessions Near Me follow

There are no known issues for this scenario.

Join a Windows Meeting Space session using a file invitation

Once you have received an invitation file, simply double click the file to join the session. Once you have opened the file, Windows Meeting Space will be started, and you will be prompted for the password. To join the session, you must obtain and enter the password, and then click **Join**.

▶ **Join a Windows Meeting Space session using a file invitation**

1. Obtain a file invitation.
2. Launch the application.
3. Choose **Open and invitation file....**
4. Choose the invitation file.
5. Enter the password.

6. Click **Join**.

Prerequisites for joining a Windows Meeting Space session using a file invitation

Users must have global IPv6 addresses or be on the same local subnet.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for joining a Windows Meeting Space session using a file invitation

You might encounter the following issue during this scenario:

- I am unable to Join a session using a file invitation.
 - This usually happens because either you or the person hosting the session does not have the correct firewall ports open. To open the correct ports, refer to [Preparing the Windows Firewall for Windows Meeting Space](#) earlier in this document.
 - This may also occur because users do not have a global IPv6 address and are not on the same local subnet. For additional information about resolving this issue, see the [Advanced Network Troubleshooting](#) section at the end of this document.

Working in a Windows Meeting Space session

Windows Meeting Space lets you share a view of your Desktop and of applications on your computer with the other people in your Windows Meeting Space session. You can send notes containing either text or ink images.

Present My Desktop or an application to a Windows Meeting Space session

Once you have created or joined a session, you can start presenting to the other participants. If you can present, the main pane of the application will have a button that launches a presentation dialog. From this dialog, you can choose to present your desktop, a running application, or a file. In addition, you can drag and drop a file into the presentation area to start presenting that file in its native application. Only one user may present at a time: if someone is already presenting in the session, then you will be unable to present until the other person is done.

 **Note**

To perform this task, you must already be in a Windows Meeting Space session.

 **Present My Desktop or an application to a Windows Meeting Space session**

1. Click the present button in the presentation area or on the button bar.
2. Click **Present**. Alternatively, you can drag and drop a file in the presentation area.

Prerequisites for presenting My Desktop or an application to a Windows Meeting Space session

To complete this task, you make sure that:

- You are already in a session.
- No one is currently presenting to the session.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for presenting My Desktop or an application to a Windows Meeting Space session

You might encounter the following issues during this scenario:

- While I am sharing an application, people see large black areas.
 - When Windows Meeting Space shares an application, it only shares that window's area of the desktop. If another window is covering the application, Windows Meeting Space displays the area of the top window as black. To fix the problem, simply minimize the window not being shared.
- While I am viewing what other people see, I see my desktop over and over again.
 - This effect is caused by you looking at their desktop, which is looking at your desktop, which is looking at their desktop, and so forth.
- Other participants are unable to view to my presentation.
 - This usually occurs because the other person does not have the correct firewall ports open. To open the correct ports, refer to Preparing the Windows Firewall for Windows Meeting Space earlier in this document.

Share a handout to a Windows Meeting Space session

Handouts are files that are shared in a session. When you add a file to the session, a Windows Meeting Space makes a copy, associates it with the session, and replicates it to

the other participants. One at a time, participants can edit files in the session. The original file will not be modified. Changes are saved by the last person to save the file. If two people open the file at the same time, and one saves it before the other, the second person's changes will overwrite the file and the first person's changes will be lost. You can share handouts by dragging and dropping or through an open file dialog.

 **Note**

To perform this task, you must already be in a Windows Meeting Space session.

 **Share a handout to a Windows Meeting Space session**

1. Click **Share Handout** in the handout area or on the button bar.
2. Select a file to share.

Prerequisites for sharing a handout to a Windows Meeting Space session

To complete this task, you must already be in a Windows Meeting Space session.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for sharing a handout to a Windows Meeting Space session

You might encounter the following issues during this scenario:

- Handouts are not replicating.
- My handout has been modified, but I didn't make any changes.
 - Handouts can be modified by one person at a time. If person A makes a change to a document shared by person B, person A's changes get replicated to the session.
- I changed a handout, but another person's edits seem to have replaced mine.
 - Handouts can be modified by one person at a time. The last change written to the disk will be the final version. This means that if Person A and Person B both open a file at the same time, then Person A makes a change and saves the file, then Person B makes a change and saves the file, Person B's changes will be saved and replicated and not person A's.

Pass a text note to a participant in a Windows Meeting Space session

While in a session, you can communicate with other users by passing notes. Notes are simply a one way text messages participants can send to each other. Unlike chats, notes do not have a history associated with them. Users can send text notes or ink notes.

Note

To perform this task, you must already be in a Windows Meeting Space session.

Pass a text note to a participant in a Windows Meeting Space session

1. Double click an attendee. Alternatively, you can right click an attendee and click **Pass a Note**.
2. Type a message.
3. Click **Send**.

Prerequisites for passing a text note to a participant in a Windows Meeting Space session

To complete this task, you must already be in a session.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for passing a text note to a participant in a Windows Meeting Space session

There are currently no known issues for this scenario.

Pass an ink note to a participant in a Windows Meeting Space session

While in a session, you can communicate with other users by passing notes. Notes are simply a one way text or ink messages participants can send to each other. Unlike chats, notes do not have a history associated with them. You can send either ink or text notes.

Note

To perform this task, you must already be in a Windows Meeting Space session.

Pass an ink note to a participant in a Windows Meeting Space session

1. Right click an attendee.

2. Click **Ink**.
3. Type a message.
4. Click **Send**.

Prerequisites for passing an ink note to a participant in a Windows Meeting Space session

To complete this task, you must already be in a session.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for passing an ink note to a participant in a Windows Meeting Space session

There are no known issues for this scenario.

Change your online status in a Windows Meeting Space session

While in a session, you can change your online status. This does not change your status in IM clients such as MSN® Messenger. Instead, this status is communicated to the other meeting participants and reflects your presence in the session.

To change your online status, simply click your tile in the presence area and choose the new presence status.

Note

To perform this task, you must already be in a Windows Meeting Space session.

Change your online status in a Windows Meeting Space session

1. Right-click your tile.
2. Click **My new status**.

Prerequisites for changing your online status in a Windows Meeting Space session

To complete this task, you must already be in a session.

Administrative credentials

To complete this task, you must be a member of the users group.

Known issues for changing your online status in a Windows Meeting Space session

There are no known issues for this scenario.

IPv6, ISATAP, and Windows Meeting Space

Windows Meeting Space does require IPv6. However, this does not mean it will not run on a traditional IPv4 network.

Windows Meeting Space allows you to collaborate with individuals "near by" and with individuals who are "remote". If a user wishes to only collaborate with people nearby, no formal IPv6 infrastructure is needed. Windows Vista provides the needed link-local IPv6 addresses needed out of the box as part of the new stack. If a user wants to collaborate with remote people, the IP stack needs to obtain a globally routable IPv6 address.

There are several ways of obtaining IPv6 hardware, but the simplest way is to set up an ISATAP server. An ISATAP server is easy to set up and run, and is included on Windows Server 2003. Companies do not need to upgrade their networking hardware; they simply have to run enough ISATAP servers to scale to their needs. ISATAP is as scalable (if not better) than DHCP.

For more information about ISATAP and how to setup an ISATAP router, see pages 17-20 of the "IPv6 Transition Technologies" white paper on the [Microsoft Web site](http://go.microsoft.com/fwlink/?LinkId=67210) (<http://go.microsoft.com/fwlink/?LinkId=67210>).

Managing Windows Meeting Space

Disabling Windows Meeting Space

Windows Meeting Space has a Group Policy option to disable the feature. This policy can be applied to a set of computers or to a set of users.

To disable Windows Meeting Space using Group Policy

1. Right-click the GPO, and then click **Edit**.
2. Click **Computer Configuration**, click **Administrative Templates**, click **Windows Components**, and then click **Windows Meeting Space**.
3. Double-click **Turn off Windows Meeting Space auditing**.
4. Click **Enabled**, and then click **OK**.

Controlling the file types that are shared in Windows Meeting Space

Windows Meeting Space follows the rules set up for the Attachment Manager, which allows you to limit the file types that are shared in Windows Meeting Space. This is done in the same way as when you limit the file types that can be attached to an e-mail in an e-mail application, such as Microsoft Outlook Express.

For more information about configuring the file types that are shared, see article 883260 in the [Microsoft K](#).

Disabling file sharing in Windows Meeting Space

To disable the file sharing feature in Windows Meeting Space, a domain administrator needs to disable the DFS Replication Service.

▶ To disable file sharing (handouts) in Windows Meeting Space

1. Create a Group Policy object. In the Group Policy Management Console (GPMC) console tree, right-click **Group Policy object** in the forest and domain in which you want to create a Group Policy object (GPO).
2. Click **New**.
3. In the **New GPO** dialog box, specify a name for the new GPO, and then click **OK**.
4. Right-click the GPO, and then click **Edit**.
5. Click **Computer Configuration**, click **Windows Settings**, click **Security Settings**, and then click **System Services**.
6. Disable the service for the DFS Replication object.

Logging activity that occurs in Windows Meeting Space

Windows Meeting Space includes the ability to log activities that occur during a session. This may be used to track usage and activity to the event log.

Windows Meeting Space logs the following activity:

When a local user creates or joins a meeting:

- Meeting name
- Local IP address used
- PeerName used
- Local user name / machine name are written by default when the user writes a log

When a remote user joins a session:

- Session Name

- Remote user PeerName
- IP Address of the joiner

When a presentation is started/stopped on the presenter side:

- Session Name
- Machine Name
- User Name
- Presenter PeerName
- IP Address of the presenter

When a presentation is started/stopped on the receiver side:

- Session Name
- Presenter PeerName
- IP Address of the presenter

When a file is added on the sharing side:

- Filename
- File size
- File header (particularly the first 32 bytes)
- Session Name
- Machine Name
- User name
- User PeerName

When a file is added on the receiver side:

- Filename
- File size
- File header (particularly the first 32 bytes)
- Session Name
- The PeerName of the person who shares

▶ **To enable Windows Meeting Space Auditing through Group Policy**

1. Right-click the GPO, and then click **Edit**.
2. Click **Computer Configuration**, click **Administrative Templates**, click **Windows Components**, and then click **Windows Meeting Space**.
3. Double-click **Turn on Windows Meeting Space auditing**.
4. Click **Enabled**, and then click **OK**.

Changing the password strength requirement

By default, Windows Meeting Space requires passwords to be the equivalent strength of a domain user account password. This requirement can be turned off for the entire Peer Grouping infrastructure, and therefore, also for Windows Meeting Space. When you disable this requirement, the passwords for meetings must only be eight characters in length.

If you change your password strength domain policy, it will also change the password strength requirement for Windows Meeting Space and the Peer Group infrastructure.

▶ To disable domain-linked password requirement

1. Right-click the GPO, and then click **Edit**.
2. Click **Computer Configuration**, click **Administrative Templates**, click **Windows Components**, and then click **Windows Meeting Space**.
3. Double-click **Turn on Windows Meeting Space auditing**.
4. Click **Enabled**, and then click **OK**.

Configuring Windows Meeting Space to restrict users from receiving an elevation prompt

When a user starts Windows Meeting Space, by default several of the configuration options are not enabled. These options are in two major categories:

- File Replication Permissions
- Windows Firewall Exceptions

In some companies, users are not allowed to run as administrators. Therefore, they cannot setup the feature, and the IT administrator must do this on their behalf. Follow the steps below to ensure users can use the feature without having to elevate to the full administrator account.

▶ To authorize users and set file replication permissions

1. Open the WMI Control console: Click **Start**, click **Run**, type **wmimgmt.msc** and then click **OK**.
2. In the console tree, right-click **WMI Control**, and then click **Properties**.
3. Click the **Security** tab.
4. Select the **Microsoft DFS** namespace to which you want to give a user or group access, and then click **Security**.
5. In the **Security** dialog box, click **Add**.

6. In the **Select Users, Computers, or Groups** dialog box, enter the name of the object (user or group) that you want to add. Click **Check Names** to verify your entry and then click OK. You might have to change the location or click the **Advanced** button to query for objects.
7. In the **Security** dialog box, under **Permissions**, select to allow these permissions for the new user or group: Execute Methods, Provider Write, Enable Account, and Read Security.
8. Click **OK** when finished.

To enable the appropriate exceptions to Windows Firewall, you must use the Inbound/Outbound Exception wizard, which is accessed through the Group Policy object management console.

► To configure exceptions to Windows Firewall

1. Right-click the GPO, and then click **Edit**.
2. Click **Computer Configuration**, click **Windows Security**, click **Security Settings**, and then click **Windows Firewall with Advanced Security**.
3. In **Getting Started**, select the inbound and outbound rules you want to use.

Using Group Policy to enable Windows Meeting Space firewall policies

To enable the appropriate exceptions to Windows Firewall, you must use the Inbound/Outbound Exception wizard, which is accessed through the Group Policy object management console.

Connect to a Network Projector FW Rules - Inbound.txt

```
NameGroupProfileEnabledActionOverrideProgramLocal AddressRemote
AddressProtocolLocal PortRemote PortAllowed UsersAllowed Computers
Connect to a Network Projector (TCP-In)Connect to a Network
ProjectorPrivateYesAllowNoC:\Windows\system32\netproj.exeAnyLocal
subnetTCPAnyAnyAnyAny
Connect to a Network Projector (TCP-In)Connect to a Network
ProjectorPublicYesAllowNoC:\Windows\system32\netproj.exeAnyLocal
subnetTCPAnyAnyAnyAny
Connect to a Network Projector (TCP-In)Connect to a Network
ProjectorDomainYesAllowNoC:\Windows\system32\netproj.exeAnyAnyTCPAnyAnyAnyAny
Connect to a Network Projector (WSD Events-In)Connect to a Network
ProjectorPublicYesAllowNoSystemAnyLocal subnetTCP5357AnyAnyAny
Connect to a Network Projector (WSD Events-In)Connect to a Network
ProjectorDomainYesAllowNoSystemAnyAnyTCP5357AnyAnyAny
Connect to a Network Projector (WSD Events-In)Connect to a Network
ProjectorPrivateYesAllowNoSystemAnyLocal subnetTCP5357AnyAnyAny
```

```

Connect to a Network Projector (WSD EventsSecure-In)Connect to a Network
ProjectorPublicYesAllowNoSystemAnyLocal subnetTCP5358AnyAnyAny
Connect to a Network Projector (WSD EventsSecure-In)Connect to a Network
ProjectorDomainYesAllowNoSystemAnyAnyTCP5358AnyAnyAny
Connect to a Network Projector (WSD EventsSecure-In)Connect to a Network
ProjectorPrivateYesAllowNoSystemAnyLocal subnetTCP5358AnyAnyAny
Connect to a Network Projector (WSD-In)Connect to a Network
ProjectorPublicYesAllowNoC:\Windows\system32\netproj.exeAnyLocal
subnetUDP3702AnyAnyAny
Connect to a Network Projector (WSD-In)Connect to a Network
ProjectorDomainYesAllowNoC:\Windows\system32\netproj.exeAnyLocal
subnetUDP3702AnyAnyAny
Connect to a Network Projector (WSD-In)Connect to a Network
ProjectorPrivateYesAllowNoC:\Windows\system32\netproj.exeAnyLocal
subnetUDP3702AnyAnyAny

```

Connect to a Network Projector FW Rules - Outbound.txt

```

NameGroupProfileEnabledActionProgramLocal AddressRemote AddressProtocolLocal
PortRemote PortAllowed Computers
Connect to a Network Projector (TCP-Out)Connect to a Network
ProjectorPrivateYesAllowC:\Windows\system32\netproj.exeAnyLocal subnetTCPAnyAnyAny
Connect to a Network Projector (TCP-Out)Connect to a Network
ProjectorPublicYesAllowC:\Windows\system32\netproj.exeAnyLocal subnetTCPAnyAnyAny
Connect to a Network Projector (TCP-Out)Connect to a Network
ProjectorDomainYesAllowC:\Windows\system32\netproj.exeAnyAnyTCPAnyAnyAny
Connect to a Network Projector (WSD Events-Out)Connect to a Network
ProjectorPublicYesAllowSystemAnyLocal subnetTCPAny5357Any
Connect to a Network Projector (WSD Events-Out)Connect to a Network
ProjectorDomainYesAllowSystemAnyAnyTCPAny5357Any
Connect to a Network Projector (WSD Events-Out)Connect to a Network
ProjectorPrivateYesAllowSystemAnyLocal subnetTCPAny5357Any
Connect to a Network Projector (WSD EventsSecure-Out)Connect to a Network
ProjectorPublicYesAllowSystemAnyLocal subnetTCPAny5358Any
Connect to a Network Projector (WSD EventsSecure-Out)Connect to a Network
ProjectorDomainYesAllowSystemAnyAnyTCPAny5358Any
Connect to a Network Projector (WSD EventsSecure-Out)Connect to a Network
ProjectorPrivateYesAllowSystemAnyLocal subnetTCPAny5358Any
Connect to a Network Projector (WSD-Out)Connect to a Network
ProjectorPrivateYesAllowC:\Windows\system32\netproj.exeAnyLocal
subnetUDPAny3702Any
Connect to a Network Projector (WSD-Out)Connect to a Network
ProjectorPublicYesAllowC:\Windows\system32\netproj.exeAnyLocal subnetUDPAny3702Any
Connect to a Network Projector (WSD-Out)Connect to a Network
ProjectorDomainYesAllowC:\Windows\system32\netproj.exeAnyLocal subnetUDPAny3702Any

```

Windows Meeting Space FW Exceptions - Inbound.txt

```

NameGroupProfileEnabledActionOverrideProgramLocal AddressRemote
AddressProtocolLocal PortRemote PortAllowed UsersAllowed Computers
@FirewallAPI.dll,-32285Windows Meeting

```

```

SpaceDomainYesAllowNoAnyAnyAnyTCP135AnyAnyAny
@FirewallAPI.dll,-32285Windows Meeting
SpacePrivateYesAllowNoAnyAnyAnyTCP135AnyAnyAny
@FirewallAPI.dll,-32285Windows Meeting
SpacePublicYesAllowNoAnyAnyAnyTCP135AnyAnyAny
Windows Meeting Space (DFSR-In)Windows Meeting
SpaceDomainYesAllowNoC:\Windows\system32\dfsrmgr.exeAnyAnyTCP5722AnyAnyAny
Windows Meeting Space (DFSR-In)Windows Meeting
SpacePublicYesAllowNoC:\Windows\system32\dfsrmgr.exeAnyAnyTCP5722AnyAnyAny
Windows Meeting Space (DFSR-In)Windows Meeting
SpacePrivateYesAllowNoC:\Windows\system32\dfsrmgr.exeAnyAnyTCP5722AnyAnyAny
Windows Meeting Space (P2P-In)Windows Meeting
SpacePublicYesAllowNoC:\Windows\system32\svchost.exeAnyAnyTCP3587AnyAnyAny
Windows Meeting Space (P2P-In)Windows Meeting
SpaceDomainYesAllowNoC:\Windows\system32\svchost.exeAnyAnyTCP3587AnyAnyAny
Windows Meeting Space (P2P-In)Windows Meeting
SpacePrivateYesAllowNoC:\Windows\system32\svchost.exeAnyAnyTCP3587AnyAnyAny
Windows Meeting Space (TCP-In)Windows Meeting SpacePrivateYesAllowNoC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyTCPAnyAnyAnyAny
Windows Meeting Space (TCP-In)Windows Meeting SpacePublicYesAllowNoC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyTCPAnyAnyAnyAny
Windows Meeting Space (TCP-In)Windows Meeting SpaceDomainYesAllowNoC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyTCPAnyAnyAnyAny
Windows Meeting Space (UDP-In)Windows Meeting SpacePublicYesAllowNoC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyUDPAnyAnyAnyAny
Windows Meeting Space (UDP-In)Windows Meeting SpacePrivateYesAllowNoC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyUDPAnyAnyAnyAny
Windows Meeting Space (UDP-In)Windows Meeting SpaceDomainYesAllowNoC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyUDPAnyAnyAnyAny

```

Windows Meeting Space FW Exceptions - Outbound.txt

```

NameGroupProfileEnabledActionProgramLocal AddressRemote AddressProtocolLocal
PortRemote PortAllowed Computers
Windows Meeting Space (DFSR-Out)Windows Meeting
SpacePrivateYesAllowC:\Windows\system32\dfsrmgr.exeAnyAnyTCPAny5722Any
Windows Meeting Space (DFSR-Out)Windows Meeting
SpaceDomainYesAllowC:\Windows\system32\dfsrmgr.exeAnyAnyTCPAny5722Any
Windows Meeting Space (DFSR-Out)Windows Meeting
SpacePublicYesAllowC:\Windows\system32\dfsrmgr.exeAnyAnyTCPAny5722Any
Windows Meeting Space (P2P-Out)Windows Meeting
SpaceDomainYesAllowC:\Windows\system32\svchost.exeAnyAnyTCPAny3587Any
Windows Meeting Space (P2P-Out)Windows Meeting
SpacePublicYesAllowC:\Windows\system32\svchost.exeAnyAnyTCPAny3587Any
Windows Meeting Space (P2P-Out)Windows Meeting
SpacePrivateYesAllowC:\Windows\system32\svchost.exeAnyAnyTCPAny3587Any
Windows Meeting Space (TCP-Out)Windows Meeting SpacePublicYesAllowC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyTCPAnyAnyAny
Windows Meeting Space (TCP-Out)Windows Meeting SpacePrivateYesAllowC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyTCPAnyAnyAny
Windows Meeting Space (TCP-Out)Windows Meeting SpaceDomainYesAllowC:\Program

```

```
Files\Windows Collaboration\WinCollab.exeAnyAnyTCPAnyAnyAny
Windows Meeting Space (UDP-Out)Windows Meeting SpacePublicYesAllowC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyUDPAnyAnyAny
Windows Meeting Space (UDP-Out)Windows Meeting SpacePrivateYesAllowC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyUDPAnyAnyAny
Windows Meeting Space (UDP-Out)Windows Meeting SpaceDomainYesAllowC:\Program
Files\Windows Collaboration\WinCollab.exeAnyAnyUDPAnyAnyAny
```

Windows P2P Collab Foundations FW Exceptions - Inbound.txt

```
NameGroupProfileEnabledActionOverrideProgramLocal AddressRemote
AddressProtocolLocal PortRemote PortAllowed UsersAllowed Computers
Windows Peer to Peer Collaboration Foundation (PNRP-In)Windows Peer to Peer
Collaboration
FoundationDomainYesAllowNoC:\Windows\system32\svchost.exeAnyAnyUDP3540AnyAnyAny
Windows Peer to Peer Collaboration Foundation (PNRP-In)Windows Peer to Peer
Collaboration
FoundationPublicYesAllowNoC:\Windows\system32\svchost.exeAnyAnyUDP3540AnyAnyAny
Windows Peer to Peer Collaboration Foundation (PNRP-In)Windows Peer to Peer
Collaboration
FoundationPrivateYesAllowNoC:\Windows\system32\svchost.exeAnyAnyUDP3540AnyAnyAny
Windows Peer to Peer Collaboration Foundation (SSDP-In)Windows Peer to Peer
Collaboration
FoundationDomainYesAllowNoC:\Windows\system32\svchost.exeAnyAnyUDP1900AnyAnyAny
Windows Peer to Peer Collaboration Foundation (SSDP-In)Windows Peer to Peer
Collaboration
FoundationPublicYesAllowNoC:\Windows\system32\svchost.exeAnyAnyUDP1900AnyAnyAny
Windows Peer to Peer Collaboration Foundation (SSDP-In)Windows Peer to Peer
Collaboration
FoundationPrivateYesAllowNoC:\Windows\system32\svchost.exeAnyAnyUDP1900AnyAnyAny
Windows Peer to Peer Collaboration Foundation (TCP-In)Windows Peer to Peer
Collaboration
FoundationPublicYesAllowNoC:\Windows\system32\p2phost.exeAnyAnyTCPAnyAnyAnyAny
Windows Peer to Peer Collaboration Foundation (TCP-In)Windows Peer to Peer
Collaboration
FoundationDomainYesAllowNoC:\Windows\system32\p2phost.exeAnyAnyTCPAnyAnyAnyAny
Windows Peer to Peer Collaboration Foundation (TCP-In)Windows Peer to Peer
Collaboration
FoundationPrivateYesAllowNoC:\Windows\system32\p2phost.exeAnyAnyTCPAnyAnyAnyAny
Windows Peer to Peer Collaboration Foundation (WSD-In)Windows Peer to Peer
Collaboration FoundationPublicYesAllowNoC:\Windows\system32\p2phost.exeAnyLocal
subnetUDP3702AnyAnyAny
Windows Peer to Peer Collaboration Foundation (WSD-In)Windows Peer to Peer
Collaboration FoundationPrivateYesAllowNoC:\Windows\system32\p2phost.exeAnyLocal
subnetUDP3702AnyAnyAny
Windows Peer to Peer Collaboration Foundation (WSD-In)Windows Peer to Peer
Collaboration FoundationDomainYesAllowNoC:\Windows\system32\p2phost.exeAnyLocal
subnetUDP3702AnyAnyAny
```

Windows P2P Collab Foundations FW Exceptions - Outbound.txt

```

NameGroupProfileEnabledActionProgramLocal AddressRemote AddressProtocolLocal
PortRemote PortAllowed Computers
Windows Peer to Peer Collaboration Foundation (PNRP-Out)Windows Peer to Peer
Collaboration
FoundationDomainYesAllowC:\Windows\system32\svchost.exeAnyAnyUDPAny3540Any
Windows Peer to Peer Collaboration Foundation (PNRP-Out)Windows Peer to Peer
Collaboration
FoundationPrivateYesAllowC:\Windows\system32\svchost.exeAnyAnyUDPAny3540Any
Windows Peer to Peer Collaboration Foundation (PNRP-Out)Windows Peer to Peer
Collaboration
FoundationPublicYesAllowC:\Windows\system32\svchost.exeAnyAnyUDPAny3540Any
Windows Peer to Peer Collaboration Foundation (SSDP-Out)Windows Peer to Peer
Collaboration
FoundationDomainYesAllowC:\Windows\system32\svchost.exeAnyAnyUDPAny1900Any
Windows Peer to Peer Collaboration Foundation (SSDP-Out)Windows Peer to Peer
Collaboration
FoundationPublicYesAllowC:\Windows\system32\svchost.exeAnyAnyUDPAny1900Any
Windows Peer to Peer Collaboration Foundation (SSDP-Out)Windows Peer to Peer
Collaboration
FoundationPrivateYesAllowC:\Windows\system32\svchost.exeAnyAnyUDPAny1900Any
Windows Peer to Peer Collaboration Foundation (TCP-Out)Windows Peer to Peer
Collaboration
FoundationPublicYesAllowC:\Windows\system32\p2pghost.exeAnyAnyTCPAnyAnyAny
Windows Peer to Peer Collaboration Foundation (TCP-Out)Windows Peer to Peer
Collaboration
FoundationPrivateYesAllowC:\Windows\system32\p2pghost.exeAnyAnyTCPAnyAnyAny
Windows Peer to Peer Collaboration Foundation (TCP-Out)Windows Peer to Peer
Collaboration
FoundationDomainYesAllowC:\Windows\system32\p2pghost.exeAnyAnyTCPAnyAnyAny
Windows Peer to Peer Collaboration Foundation (WSD-Out)Windows Peer to Peer
Collaboration FoundationPublicYesAllowC:\Windows\system32\p2pghost.exeAnyLocal
subnetUDPAny3702Any
Windows Peer to Peer Collaboration Foundation (WSD-Out)Windows Peer to Peer
Collaboration FoundationPrivateYesAllowC:\Windows\system32\p2pghost.exeAnyLocal
subnetUDPAny3702Any
Windows Peer to Peer Collaboration Foundation (WSD-Out)Windows Peer to Peer
Collaboration FoundationDomainYesAllowC:\Windows\system32\p2pghost.exeAnyLocal
subnetUDPAny3702Any

```

To enable the appropriate exceptions to Windows Firewall, you must use the Inbound/Outbound Exception wizard, which is accessed through the Group Policy object management console.

► To configure exceptions to Windows Firewall

1. Right-click the GPO, and then click **Edit**.
2. Click **Computer Configuration**, click **Windows Security**, click **Security Settings**, and then click **Windows Firewall with Advanced Security**.

3. In **Getting Started**, select the inbound and outbound rules you want to use.

Disabling the ad-hoc

For information about how to perform this procedure, see the Wireless Network Policies Extension Tools and Settings document at the [Microsoft Web site](#).

Advanced Network Troubleshooting

This section provides a deeper level of instruction for troubleshooting connectivity issues. This section is provided for a company's helpdesk, or IT department to help diagnose deep connectivity issues.

Issue: Cannot see the session in Sessions Near Me

Step 1:

1. Make sure your colleague has started the session.
2. Try discovering the Session again. If this does not resolve the issue, continue to the next step.

Step 2:

1. Make sure you are connected to the network
2. Try discovering the Session again. If this does not resolve the issue, continue to the next step.

Step 3:

1. Ensure that Windows Firewall is configured correctly. For detailed instructions, see "To ensure that Windows Firewall is configured correctly" below.
2. Try discovering the Session again. If this does not resolve the issue, continue to the next step.

Step 4:

1. Ensure that the computers are on the same subnet. For detailed instructions, see "To confirm the computers are on the same subnet" below. To ensure a user is signed into Windows People Near Me
2. Ensure the computers can "see" each other. For detailed instructions, see "To ensure a user is signed into Windows People Near Me" below.
 - a. If the computers can see each other and the computers are not on the same subnet, Sessions near me will not work. Try using a file or e-mail invitation instead.

- b. If the computers can see each other and the computers are on the same subnet, then multicast might be turned off on your network. Please contact your system administrator.
- c. If the computers can't see each other re-check the firewall (or try turning it off) and try again. If the problem persists, contact your system administrator.

Issue: Cannot see any people near me

Step 1:

1. Ensure both people are signed-in to People Near Me. For detailed instructions, see "To ensure a user is signed into Windows People Near Me" below.
2. Try discovering the people again. If this does not resolve the issue, continue to the next step.

Step 2:

1. Make sure you are connected to the network.
2. Try discovering the people again. If this does not resolve the issue, continue to the next step.

Step 3:

1. Ensure that Windows Firewall is configured correctly. For detailed instructions, see "To ensure that Windows Firewall is configured correctly" below.
2. Try discovering the people again. If this does not resolve the issue, continue to the next step.

Step 4:

1. Ensure that the computers are on the same subnet. For detailed instructions, see "To confirm the computers are on the same subnet" below.
2. Ensure the computers can "see" each other. For detailed instructions, see "To ensure a user is signed into Windows People Near Me" below.
 - a. If the computers can see each other and the computers are not on the same subnet, Sessions near me will not work. Try using a file or e-mail invitation instead.
 - b. If the computers can see each other and the computers are on the same subnet, then multicast might be turned off on your network. Please contact your system administrator.
 - c. If the computers can't see each other re-check the firewall (or try turning it off) and try again. If the problem persists, contact your system administrator.

Issue: Cannot connect even though I can see the session in Session Near Me

Step 1:

1. Ensure that Windows Firewall is configured correctly. For detailed instructions, see "To ensure that Windows Firewall is configured correctly" below.
2. Try connecting to the Session again. If this does not resolve the issue, continue to the next step.

Step 2:

1. Ensure DFSR is enabled through LUA on your computer. For detailed instructions, see "To confirm Distributed File System Replication (DFSR) is enabled through LUA" below.
2. Try connecting to the Session again. If this does not resolve the issue, continue to the next step.

Step 3:

1. Ensure the PNRP cloud is initialized properly. For detailed instructions, see "To confirm the Peer Name Resolution Protocol (PNRP) cloud is initialized properly" below. If PNRP is configured correctly, then go to the next step. If PNRP is not configured correctly, contact your system administrator.
2. Ensure you can resolve a PNRP name. For detailed instructions, see "To confirm the PNRP can resolve PNRP names" below. If PNRP cannot resolve, contact your system administrator.

Issue: Invitations are not received even though I can see people near me

Step 1:

1. Ensure they have invitations turned on in the configuration. For detailed instructions, see "To confirm an application invitation is correctly configured" below.
2. Try inviting the user again. If this does not work, please continue to the next step.

Step 2:

1. Ensure that Windows Firewall is configured correctly. For detailed instructions, see "To ensure that Windows Firewall is configured correctly" below.
2. Try inviting the user again. If this does not work, please continue to the next step.

Step 3:

Your system administrator may have blocked application invite via Group Policy. Please try joining the session through "Sessions near me" or contact your system administrator.

 **Note**

If you are still experiencing problems using Windows Meeting Space, you should try rebooting your computer.

Issue: User cannot use file or e-mail-based invitation to join a meeting

Step 1:

1. Ensure that each user has a link-local IPv6 address, and determine whether each user has a global IPv6 address.
2. If the user who is inviting others has a global IPv6 address, and the user who is being invited does not, then the user who is being invited must obtain a global IPv6 address to join the meeting. If the user who is inviting others has only link-local connectivity, and the user who is being invited is not on the same local subnet, then the user who is inviting others must obtain global connectivity and restart the meeting, or the user who is being invited must connect to the same local subnet to join the meeting..

Step 2:

1. Ensure that Windows Firewall is configured correctly. For detailed instructions, see "To ensure that Windows Firewall is configured correctly" below.
2. Try inviting the user again. If this does not work, please continue to the next step.

Procedures for advanced networking troubleshooting

The following procedures provide possible solutions for resolving networking troubleshooting issues.

To ensure a user is signed into Windows People Near Me

1. Click **Start**, and then click **Control Panel**.
2. Click **Network and Internet**.
3. Click **People Near Me**.
4. Select **Sign in to People Near Me**, and click **OK**.

To ensure that Windows Firewall is configured correctly

1. Click **Start**, and then click **Control Panel**.
2. Click **Network and Internet**.
3. Under Windows Firewall, click **Allow a program through Windows Firewall**.
4. On the **Exceptions** tab, click **Add program**.

5. In the **Programs** list, select **Windows Meeting Space**, and then click **Browse** and navigate to %installdrive%\windows\system32 and select p2phost.exe. Click **OK**.
6. Make sure the programs you want to allow are selected in **Programs and services**.

The following procedures are to ensure computers can see each other:

▶ **To ensure you have a link-local IPv6 address**

1. Press the Windows logo key + R.
2. In the **Run** dialog box, type CMD to open Command Prompt.
3. Type **IPConfig** and make sure you have an IP address that is similar to fe80::5efe:157.59.138.63%2. A link-local address always begins with fe80.
 - a. If your IP address is similar, go to the procedure, "To confirm you can ping the IP address of a computer".
 - b. If your IP address is not similar, ensure that your network device is properly installed and your computer has the most recent drivers installed.

▶ **To determine whether you have a global IPv6 address**

1. Press the Windows logo key + R.
2. In the **Run** dialog box, type CMD to open Command Prompt.
3. Type **IPConfig** and make sure you have an IP address that begins with 2001:, 2002:, 2003:, 2400:, 2404:, 2600:, 2604:, 2608:, 260C:, 2610:, 2800:, 2A00:, or 2601:.
 - a. If your IP address is similar, go to the procedure, "To confirm you can ping the IP address of a computer".
 - b. If your IP address is not similar, contact your network administrator on how to obtain a global IPv6 address.

▶ **To confirm you can ping the IP address of a computer**

1. Press the Windows logo key + R.
2. In the **Run** dialog box, type CMD to open Command Prompt.
3. Type **ping -6** <insert the IP address>, such as:

```
ping -6 fe80::5efe:157.59.138.63%2
```

4. If the results are similar to the following, you should attempt to ping the computer again from a different computer. If the results remain the same, then your

computers can see each other.

```
C:\Documents and Settings\user>ping -6 fe80::5efe:157.59.138.63%2

Pinging fe80::5efe:157.59.138.63%2 with 32 bytes of data:

Reply from fe80::5efe:157.59.138.63%2: time<1ms
Reply from fe80::5efe:157.59.138.63%2: time<1ms
Reply from fe80::5efe:157.59.138.63%2: time<1ms
Reply from fe80::5efe:157.59.138.63%2: time<1ms

Ping statistics for fe80::5efe:157.59.138.63%2:
    Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
    Approximate round trip times in milli-seconds:
        Minimum = 0ms, Maximum = 0ms, Average = 0ms
```

5. If the results are similar to the following, you should return to the Advanced Troubleshooting section to continue diagnosing your issue.

```
C:\Documents and Settings\user>ping -6 fe80::5efe:157.59.138.52%2

Pinging fe80::5efe:157.59.138.52%2 with 32 bytes of data:

Request timed out.
Request timed out.
Request timed out.
Request timed out.

Ping statistics for fe80::5efe:157.59.138.52%2:
    Packets: Sent = 4, Received = 0, Lost = 4 (100% loss)
```

▶ **To confirm the computers are on the same subnet**

1. Press the Windows logo key + R.
2. In the **Run** dialog box, type CMD to open Command Prompt.
3. Type **tracert -h 1 -d** and then type the IP address with which you want to compare subnets.
4. If the results are the same as you requested, then you are on the same subnet. If the results are not the same, then you are not. See below for an example showing computers are on the same subnet:

```
C:\Documents and Settings\tmanion>tracert -h 1 -d 157.59.138.63
Tracing route to 157.59.138.63 over a maximum of 1 hops
  1    <1 ms    <1 ms    <1 ms  157.59.138.63
Trace complete.
```

- a. Example showing computers are on the same subnet:

```
C:\Documents and Settings\tmanion>tracert -h 1 -d 157.54.56.187
```

```
Tracing route to 157.54.56.187 over a maximum of 1 hops:
 1    <1 ms    <1 ms    <1 ms  157.59.136.1
Trace complete.
C:\Documents and Settings\tmanion>
```

▶ **To confirm an application invitation is correctly configured**

1. Click **Start**, and then click **Control Panel**.
2. Click **Network and Internet**.
3. Click **People Near Me**.
4. On the **Settings** tab, confirm that **Display a notification when an invitation is received** is selected. Click **OK**.

▶ **To confirm the Peer Name Resolution Protocol (PNRP) cloud is initialized properly**

1. Press the Windows logo key + R.
2. In the **Run** dialog box, type CMD to open Command Prompt.
3. Type **netsh** and press **Enter**.
4. Type **p2p** and press **Enter**.
5. Type **pnrp** and press **Enter**.
6. Type **cloud** and press **Enter**.
7. Type **show names** and press **Enter**.
8. The results should be similar to the following. If the state is active for Global_, and the number of cache entries is 45 or greater, then the PNRP is properly initialized.

```
netsh p2p pnrp cloud>show names
```

Scope	Id	Addr	State	Name
-----	-----	-----	-----	-----
	1	0	3 Active	Global_

```
Synchronize server:
```

```
PNRPSEEDSERVER.CORP.MICROSOFT.COM;pnrpv2.ipv6.microsoft.
```

```
com
```

```
Use Server:                Used
```

```
Use SSDP:                  Used
```

Use Persisted cache: No addresses

Cloud Configured Mode: Auto

Cloud Operational Mode: Full Participant

IP Addresses: [2001:4898:0028:0003:1dd6:d474:479a:1289]:3540
[3ffe:8311:ffff:f70f:0000:5efe:9d3b:8856]:3540

Number of cache entries: 45

Estimated cloud size: 0

Number of registered names: 3

Throttled resolves: 0

Throttled solicits: 0

Throttled floods: 0

Throttled repairs: 0

P2P Name: 0.Pnrpauto-2982303958306963458

Identity: 1115c80f3c33aa01c8c25a76562f693f532a499d.PnrpProtocolV2

Comment: PnrpAutoService

PNRP ID:
01f4098de8c77588ac746fc71ba5e9a1.2001489800280003ed93abd8bffc88e
f

State: OK

IP Addresses: 127.0.0.1:80 tcp

P2P Name: 0.214578948

Identity: 1115c80f3c33aa01c8c25a76562f693f532a499d.PnrpProtocolV2

Comment: Local Machine Id

PNRP ID:
bcf3ddc0cfb1efb77c8698779e0559da.77006600550044004f0aaf7ee20a41b
9

State: OK

P2P Name: 0.NHTest

```

Identity:      1115c80f3c33aa01c8c25a76562f693f532a499d.PnrpProtocolV2
Comment:      nhortonamd.ntdev.corp.microsoft.com
PNRP ID:
7f82af7b026dc717cbdfd87eaa7a24af.fec000000000f70f8bc779f3a86blaf
9
State:        OK
IP Addresses: [fec0:0000:0000:f70f:0000:5efe:9d3b:8856]:8350 udp
              [2001:4898:0028:0003:0240:f4ff:febb:312e]:8350 udp
              157.59.136.86:8350 tcp

```



```
netsh p2p pnrp cloud>show names
```

Scope	Id	Addr	State	Name
-----	-----	-----	-----	-----
	1	0	3 Alone	Global_

```
Synchronize server:
```

```
PNRPSEEDSERVER.CORP.MICROSOFT.COM/pnrpv2.ipv6.microsoft.com
```

```

Use Server:           Used
Use SSDP:             No addresses
Use Persisted cache: No addresses
Cloud Configured Mode: Auto
Cloud Operational Mode: Full Participant

```

```

IP Addresses:         [2001:4898:0028:0003:1dd6:d474:479a:1289]:3540
                     [3ffe:8311:ffff:f70f:0000:5efe:9d3b:8856]:3540

```

```

Number of cache entries: 0
Estimated cloud size:   0
Number of registered names: 2
Throttled resolves:    0
Throttled solicits:    0

```

```

Throttled floods:          0
Throttled repairs:        0

P2P Name:                  0.Pnrpauto-2982303958306963458
Identity:                  1115c80f3c33aa01c8c25a76562f693f532a499d.PnrpProtocolV2
Comment:                   PnrpAutoService
PNRP ID:
01f4098de8c77588ac746fc71ba5e9a1.2001489800280003ed93abd8bffc88e
f
State:                     OK
IP Addresses:              127.0.0.1:80 tcp

P2P Name:                  0.214578948
Identity:                  1115c80f3c33aa01c8c25a76562f693f532a499d.PnrpProtocolV2
Comment:                   Local Machine Id
PNRP ID:
bcf3ddc0cfb1efb77c8698779e0559da.77006600550044004f0aaf7ee20a41b
9
State:                     OK

```

▶ To confirm the PNRP can resolve PNRP names

1. Press the Windows logo key + R.
2. In the **Run** dialog box, type CMD to open Command Prompt.
3. Type **netsh** and press **Enter**.
4. Type **p2p** and press **Enter**.
5. Type **pnrp** and press **Enter**.
6. Type **peer** and press **Enter**.
7. Type **add registration 0.testingpnrp** and press **Enter**.
8. If you see **OK**, then PNRP can resolve PNRP names. If you do not see **OK**, then PNRP cannot resolve names.
9. On a different computer, press the Windows logo key + R.
10. In the **Run** dialog box, type CMD to open Command Prompt.
11. Type **netsh** and press **Enter**.
12. Type **p2p** and press **Enter**.

13. Type **pnrp** and press **Enter**.
14. Type **peer** and press **Enter**.
15. Type **resolve 0.testingpnrp** and press **Enter**.
16. You should see the IP address returned. If the IP address is not returned, then PNRP is not resolving names.

▶ **To confirm Distributed File System Replication (DFSR) is enabled through LUA**

1. To provide users access to the WMI DFSR namespace (before file replication can work), right-click **Computer**, and then click **Manage**.
2. Click to expand **Services and Applications**, and click **WMI Control**.
3. Right-click **WMI Control**, and click **Properties**.
4. On the **Security** tab, click to expand **Root**.
5. Click to expand **MicrosoftDfs**, and click **Security** at the bottom of the page.
6. Add **Interactive group**, and click **OK**.
7. Click to allow **Execute Methods**, **Provider Write**, and **Enable Account** privileges. Click **OK**.

Logging bugs and feedback

When you log bugs, use the instructions on the [Microsoft Beta Web site](http://go.microsoft.com/fwlink/?LinkId=46992) (<http://go.microsoft.com/fwlink/?LinkId=46992>). We are also interested in feature requests and general feedback about Windows Meeting Space.

Additional resources

- Product support for Windows Vista is provided through the beta newsgroups. To access the newsgroups, use the instructions that are provided on the [Microsoft Beta Web site](http://go.microsoft.com/fwlink/?LinkId=46994) at (<http://go.microsoft.com/fwlink/?LinkId=46994>). Members of the Windows Meeting Space team will monitor newsgroups, so you can post your questions and issues there. Beta testers who are part of the TAP Beta program can also contact their appointed Microsoft development team member for assistance.
- If you are a beta tester and part of the special Technology Adoption Program (TAP) beta program, you can also contact your appointed Microsoft development team member for assistance.
- [Windows Peer-to-Peer Networking](http://go.microsoft.com/fwlink/?LinkId=59669) (<http://go.microsoft.com/fwlink/?LinkId=59669>)