

Displaying Upcoming Meetings on Your Website

For more information contact support@meetinginfo.org

Updated: September 25, 2018

MeetingInfo.org provides a data feed that allows up-to-date meeting information to be displayed on any website. Although this was initially designed for meeting hosts, it is also useful for community websites that want to republish meeting information to their readers.

Plan the Deployment

Before getting into the code, first gather all the information needed to make the integration a success.

- Choose the location (page) on your current website where you want the meeting table to appear. The meeting table will adjust its width to fit within the available space, but ideally needs at least 600px to prevent the data from being too crowded.
- Identify the MeetingInfo.org organization number that you want to display. This is found by navigating to the organization's page on the MeetingInfo.org site and noting the number in the URL. For example, the City of Hartford, CT is organization number 2 because they are at this URL on the site: <https://www.meetinginfo.org/organizations/2>.
- Decide if you would like the default display to be just the organization's meetings, or all the community's meetings. There is a button on the table to toggle between the two displays.

Copy-Paste the Code

The meeting table is displayed using Javascript. First, paste this code into the <head> portion of your website's page so that the code and formatting are loaded from the MeetingInfo.org server:

```
<script src="https://ajax.googleapis.com/ajax/libs/jquery/3.3.1/jquery.min.js"></script>
<script type="text/javascript" src="https://www.meetinginfo.org/MIFeed.js"></script>
<link rel="stylesheet" href="https://www.meetinginfo.org/MIFeed.css" type="text/css" />
```

Note: If the <head> portion of the page is not easily accessible, for example in a Wordpress site, then it's okay to put these lines immediately above the next code snippet. Put the code within its own <div>, like this:

```
<div class="center" style="display:none;">
  <script src="https://ajax.googleapis.com/ajax/libs/jquery/3.3.1/jquery.min.js"></script>
  <script type="text/javascript" src="https://www.meetinginfo.org/MIFeed.js"></script>
  <link rel="stylesheet" href="https://www.meetinginfo.org/MIFeed.css" type="text/css" />
</div>
```

Paste this code into the page where you would like the meeting table to appear:

```
<div class="feedContainer" id="MIFeed">
<script type="text/javascript">
  $('#MIFeed').MIFeed({
    orgName : 'City of Hartford, CT',
    orgNumber : 2,
    orgLocation : 'Hartford, CT',
    orgOnly : false
  });
</script>
</div>
```

The **orgName** and **orgLocation** parameters are used for display purposes only. The **orgNumber** parameter selects the organization whose meetings are displayed. The **orgNumber** also determines the community whose meetings are displayed on the alternate table. The **orgOnly** Boolean tells the table whether to start on the organization's meetings or the community's meetings. Use "true" for the organization and "false" for the community.

Example Sites

<http://www.amybergquist.com/CommunityMeetings.php> (stand-alone page with only MeetingInfo.org formatting)

<http://www.amybergquist.com/blog/community-meetings/> (within a custom Wordpress theme)

<http://hartfordcitizen.com/community-meetings/> (within the Wordpress Twenty Fourteen theme)

For more information, please contact MeetingInfo.org support at support@meetinginfo.org.