

# Granicus Platform API Capabilities

The Granicus Open Platform API is used to add, update, extract, or delete information in MediaManager and MeetingServer. Developers using the API can duplicate many of the functions a user may be able to complete in the web-based version of MediaManager. The API is often used by integration partners to pass public meeting information and agenda content to a MediaManager Event record for use during the broadcast and recorded meeting.

The Open Platform API also allows a select set of functions to be completed with the Granicus MeetingServer application that is used during the course of a meeting recording. Developers can use the API to start and stop Events in addition to inserting timestamped agenda items into the Archive. Together, the MeetingServer and MediaManager features can be used to build complete integrations.

The table on the right is a list of the core capabilities of the Open Platform API. For in-depth details of the Granicus Open Platform API, please visit <http://www.granicus.com/help/API>.

The primary functions of the MediaManager system are included below with detailed capabilities of the features and fields that are available in the API. The functions have been listed based on the standard workflow for the Granicus system.

FEATURE LIST	
Create or Update Events	Insert a new Event record with basic settings into MediaManager, or update an existing Event.
Import Agenda Data	Add agenda data to an Event - items, attendees, etc.
Create Archive Record	Insert a new Archive record with basic settings into MediaManager.
Export Minutes Data	Extract data from an Archive - items, notes, motions, attendees, etc.
Import Users and Groups	Add User records with Group settings from external source.
Live Timestamp Archive	Ability to add timestamps to a running meeting.

## Pre-Meeting Setup (Events)

The Open Platform API can be used to export meeting data from an external system into MediaManager. Below is the list of functions and fields that are available.

FUNCTIONS & FIELDS
Create a new Event or update existing Event
Set or update Event Name, Date, Start Time, and expected Duration
Set Event to Auto-Start
<b>Set or update Event Basic Properties Fields</b> <ul style="list-style-type: none"> <li>- Broadcast Event (on/off)</li> <li>- Record Event (on/off)</li> <li>- Event Location</li> <li>- Camera / Encoder to use for Broadcast / Recording</li> <li>- Player Template to use for viewing</li> <li>- Agenda Template to use for document publishing (if applicable)</li> <li>- Archive Folder to store Archive after recording has completed</li> <li>- Archive Status After Upload (Not Public, Pending, Public)</li> <li>- View Pages to publish live Broadcast link (multi-select)</li> </ul>
<b>Add Agenda Items and sub-items – Items follow the same data structure as the original agenda.</b> <ul style="list-style-type: none"> <li>- Add Agenda Item Text and Department</li> </ul>
<b>Set Agenda Item location and relation to other Agenda Items</b> <ul style="list-style-type: none"> <li>- Set Agenda Item Suggested Action Text – This information is used to pre-populate Motion text if a Motion is taken on this Agenda Item.</li> <li>- Supporting Materials – Add URL links to supporting documents to an item or sub-item. The document must be in a location reachable by the public.</li> </ul>
<b>Set Meeting Attendee Names</b> <ul style="list-style-type: none"> <li>- Attendee Voting Settings (Voting or Non-Voting)</li> <li>- Attendee Meeting Status (Present, Absent, Excused)</li> <li>- Attendee Order of Appearance</li> </ul>
<b>Set Agenda Publishing Option</b> <ul style="list-style-type: none"> <li>- Web Link to Document</li> <li>- Granicus Agenda Template Generated HTML Option)</li> <li>- Upload Document – the ability to upload the actual document for publication is not supported.</li> </ul>

## During Meeting Features (Archives)

Events in MediaManager will generate an Archive record when started in LiveManager. During the course of an Event, users can add certain types of data into an Archive.

FEATURES
Start Event Broadcast and/or Recording
Stop Event Broadcast and/or Recording
Insert Agenda Item with Reference Time into Archive

## Post-Meeting Features (Archives)

At the conclusion of a recorded Event, an Archive will be available for viewing, publishing, and updating. Below is a list of features that can be accomplished and fields that are available through the API on an Archive.

FEATURES
<b>Create Archive</b> <ul style="list-style-type: none"> <li>- The API can be used to create a new Archive record with a media file (audio or video). All data for the fields listed below can be added to the Archive.</li> </ul>
<b>Update Existing Archive</b> <ul style="list-style-type: none"> <li>- Archives created from an Event record are available for field updates as listed below.</li> </ul>
<b>Extract Minutes Data</b> <ul style="list-style-type: none"> <li>- Extract all Archive settings and the Agenda Item, Roll Call, Motion, Vote, and Note fields specified below. This data can be exported in a single batch to another system for processing. Data is linked for tracking between systems by a unique ID.</li> </ul>
<b>Extract Captions</b> <ul style="list-style-type: none"> <li>- If captions were entered for an Archive, the complete caption file with reference time to Agenda Items can be extracted as a SAMI file.</li> </ul>

## Available Archive Fields

The data from the fields listed below can be exported, imported, updated, or listed using the Open Platform API.

FIELDS LIST
Archive Folder Location
Archive Name, Description, Meeting Location, Recording Date
Archive Status (Not Public, Pending, & Public)
Agenda Items - Items follow the same data structure as the original agenda - Add Agenda Item Text and Department
Set Agenda Item location and relation to other Agenda Items - Set Agenda Item Suggested Action Text – This information is used to pre-populate Motion text if a Motion is taken on this Agenda Item. - Supporting Materials – Relate any document to an item or sub-item
Note Items - Note Body (text) and Editor's Note - Note Private Checkbox
Motion Items - Motion Text, Action, Mover, and Secorder
Vote Records - Votes are always related to a Motion - Attendee Votes (Yea, Nea, Abstain, Excused) - Pass or Fail Calculation
Meeting Attendees - Attendee Names - Attendee Voting Settings (Voting or Non-Voting) - Attendee Meeting Status (Present, Absent, Excused) - Attendee Order of Appearance
Set Agenda Publishing Option - Document (URL to public location) - Granicus Agenda Template