TimeGrid



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Project Overview

TimeGrid is a platform designed for **scheduling and meeting coordination**. It enables organizations to:

- Create and manage appointment schedules
- Share booking links seamlessly
- Utilize AI-assisted booking for efficiency
- Synchronize calendars in real-time with Google, Microsoft Teams, and Thunderbird

This ensures a smooth scheduling experience.



Core Features Overview

Schedule Management

Manage and customize appointment schedules, including availability windows and editing features for seamless organization.

Public Booking Pages

Shareable booking links allow attendees to select available time slots easily, enhancing accessibility and convenience.

AI-Powered Assistant

The AI Assistant utilizes natural language processing for intuitive scheduling, allowing users to book hands-free with voice input.

Google Calendar Sync

Real-time synchronization with Google Calendar helps prevent scheduling conflicts and ensures all appointments are accurately updated.

Email Notifications

Automated emails confirm bookings, cancellations, and reminders to keep both attendees and organizers informed and engaged.

QR Code Sharing

Easily share schedules with auto-generated QR codes that link directly to booking pages for quick mobile access.

Technology Stack

The TimeGrid technology stack includes:

- **Backend:** PHP 8.x, WordPress Plugin API
- **Database:** PostgreSQL 15, MySQL 8.0
- **Frontend:** Vanilla JavaScript ES Modules, FullCalendar.js
- **AI/ML:** OpenAI-compatible LLM API, Whisper STT
- **Infrastructure:** Docker Compose
- **External APIs:** Google OAuth 2.0, Google Calendar API, Gmail API, Microsoft Teams, CalDAV/Thunderbird



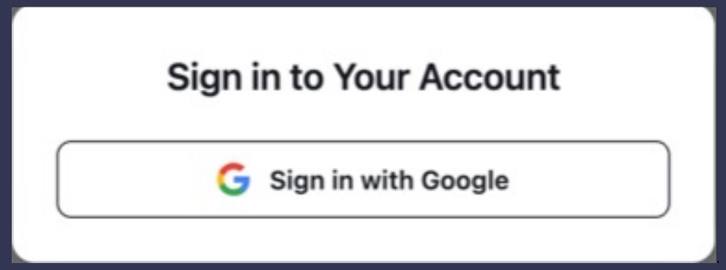


TimeGrid integrates with various external services to enhance functionality:

- **Google OAuth 2.0 with PKCE** for secure authentication
- **Google Calendar API** for FreeBusy queries and event management
- **Gmail API** for sending booking confirmations
- **Microsoft Teams** for meeting link generation
- **Thunderbird / CalDAV** for iCalendar synchronization

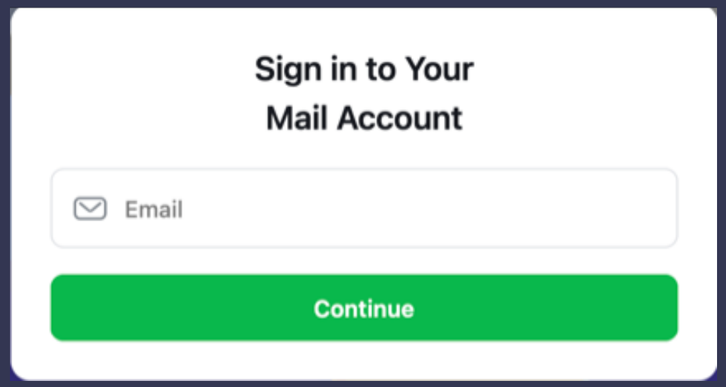
Built-in Integrations

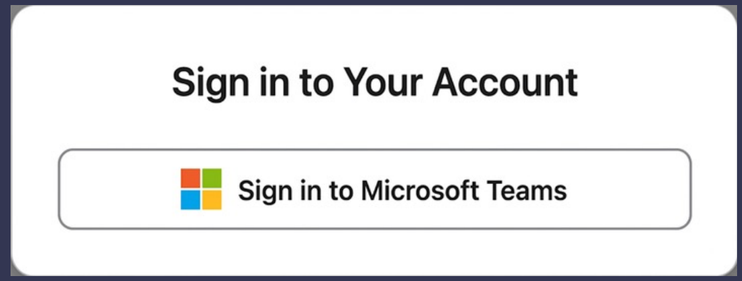
Sign In



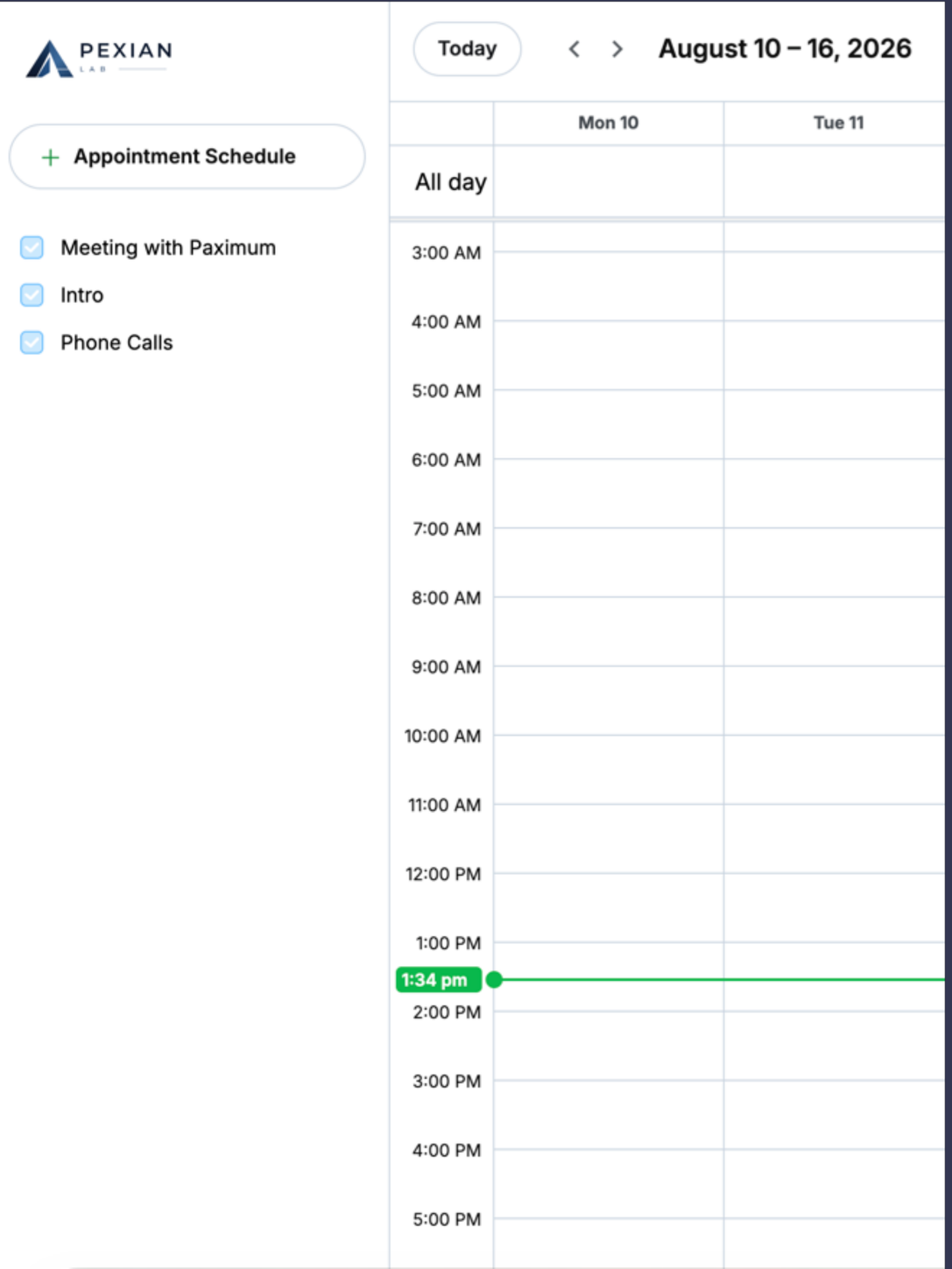
Google OAuth 2.0 – Sign in with a Google account OAuth 2.0 and PKCE. Encrypted refresh tokens (AES-256-GCM) keep Google Calendar and Gmail connected without repeated logins.

Microsoft Teams – Connect a Microsoft account via delegated OAuth to sync availability and generate Teams meeting links through Microsoft Graph API.





CalDAV / Mail Account – Link an email-based CalDAV account to synchronize calendars with Thunderbird and other CalDAV-compatible mail clients.



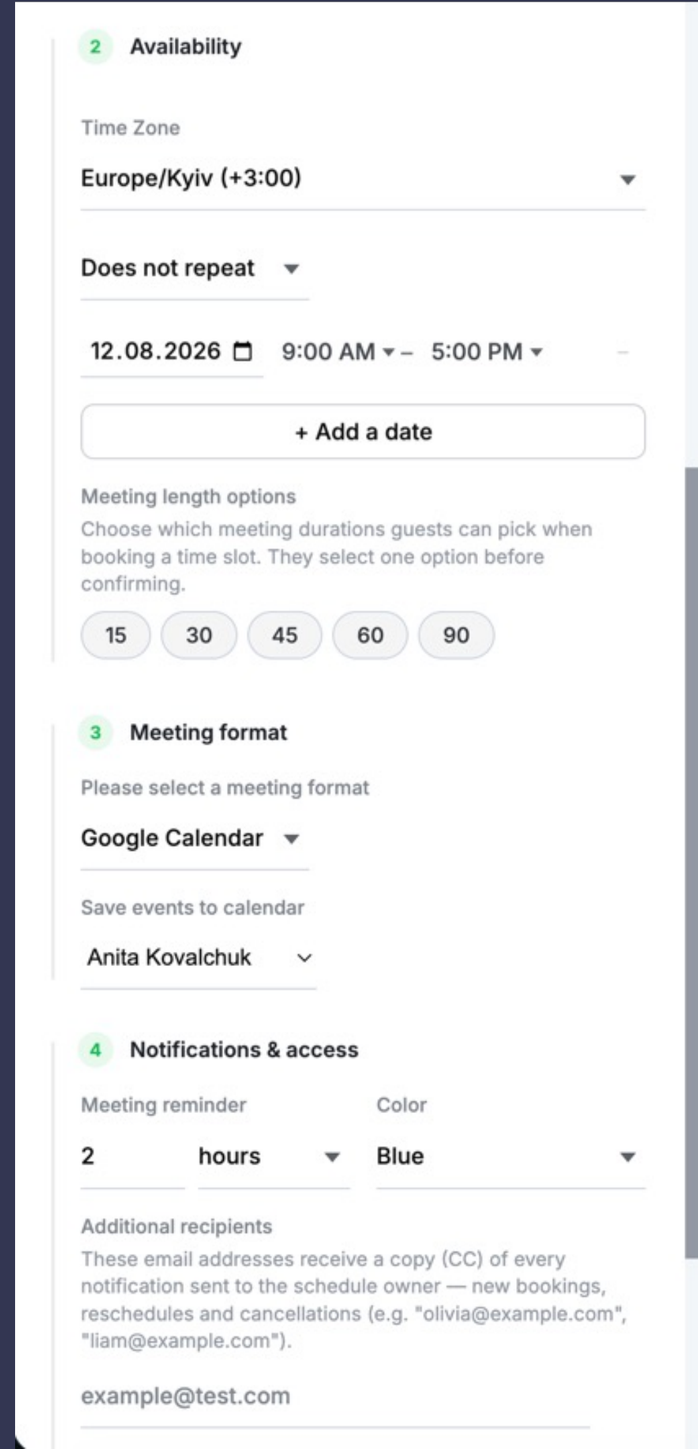
Schedule Admin Dashboard

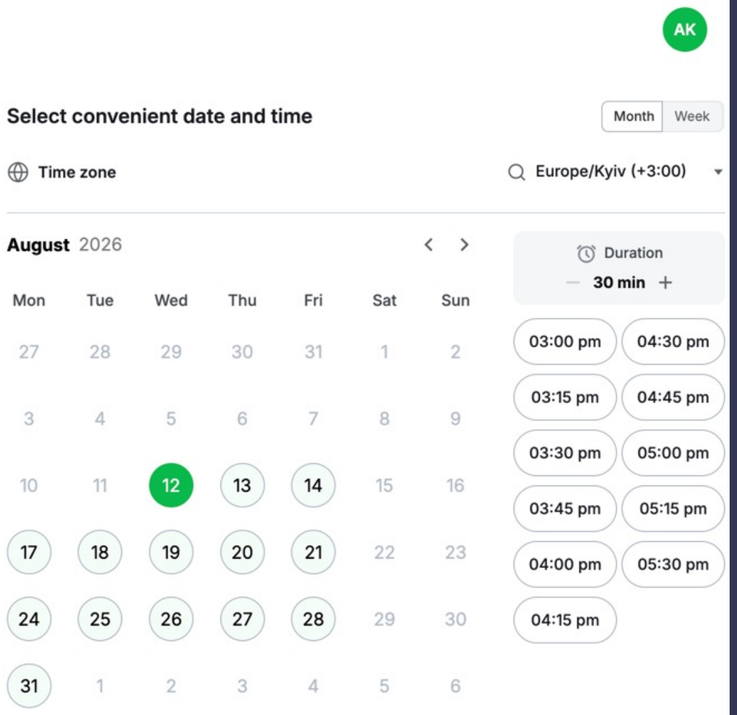
The admin dashboard provides a clear overview of all appointment schedules in one place, allowing easy management of availability, bookings, and user settings. Schedule owners can create new schedules, edit existing ones, and quickly access shareable booking links and QR codes.

Google Calendar synchronization keeps busy times up to date, while account preferences can be adjusted directly from the dashboard for a smooth and consistent scheduling experience.

Create Schedule

- **Details** – meeting title and description shown on the booking page
- **Organizer name – full name, initials, or custom display format**
- **Time zone** – searchable picker for schedule timezone
- **Availability** – weekly hours, specific dates, or custom recurrence
- **Durations** – guest-selectable meeting lengths (15–90 min)
- **Meeting format** – video, phone, in-person, or other configured options
- **Google Calendar/Microsoft Teams/Thunderbird Calendar** – connect account and choose target calendar for events
- **Notifications** – reminder timing, schedule color, CC recipients
- **Access control** – optional email verification before booking is confirmed
- **Share** – public booking link and QR code after save



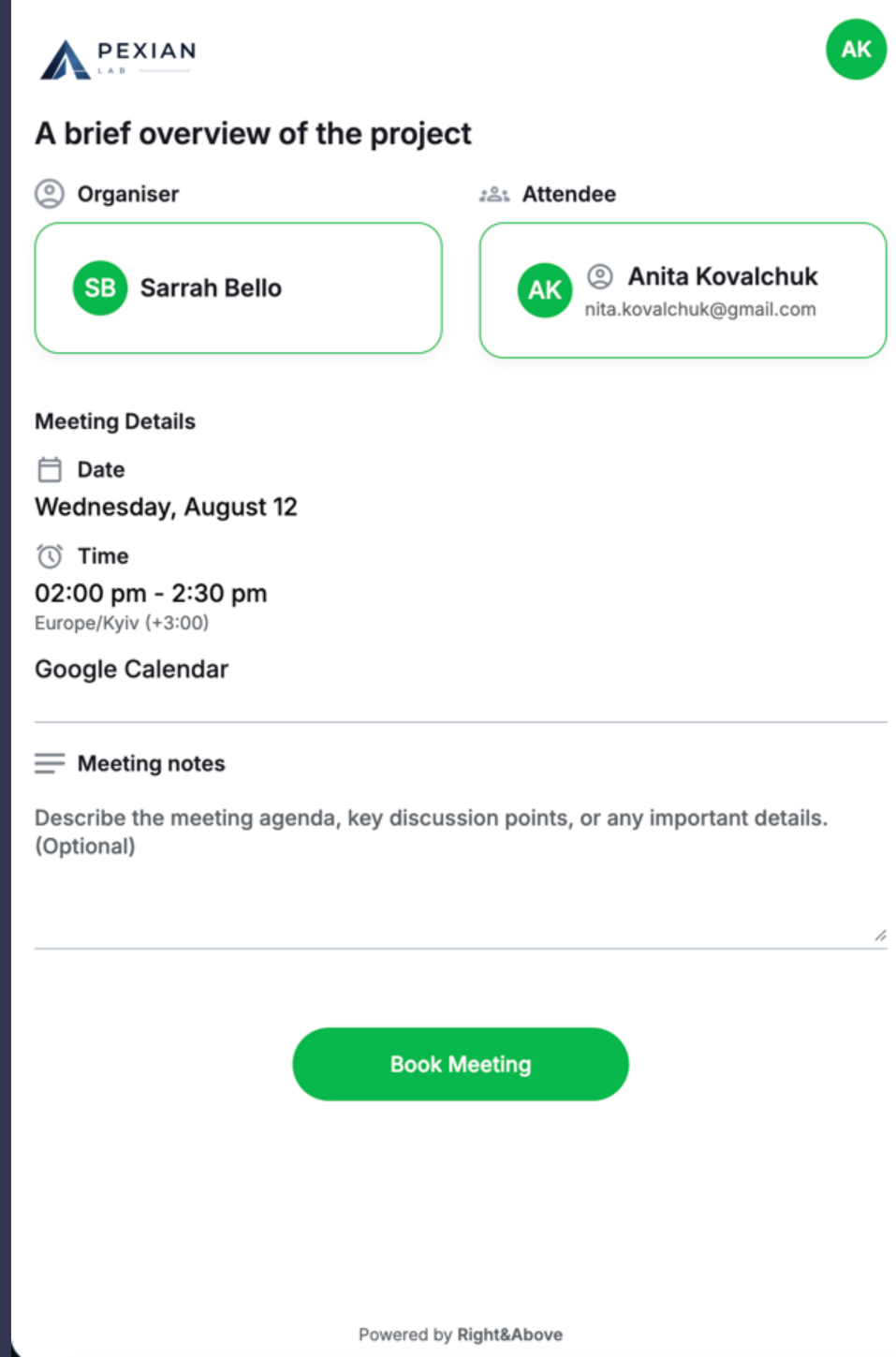


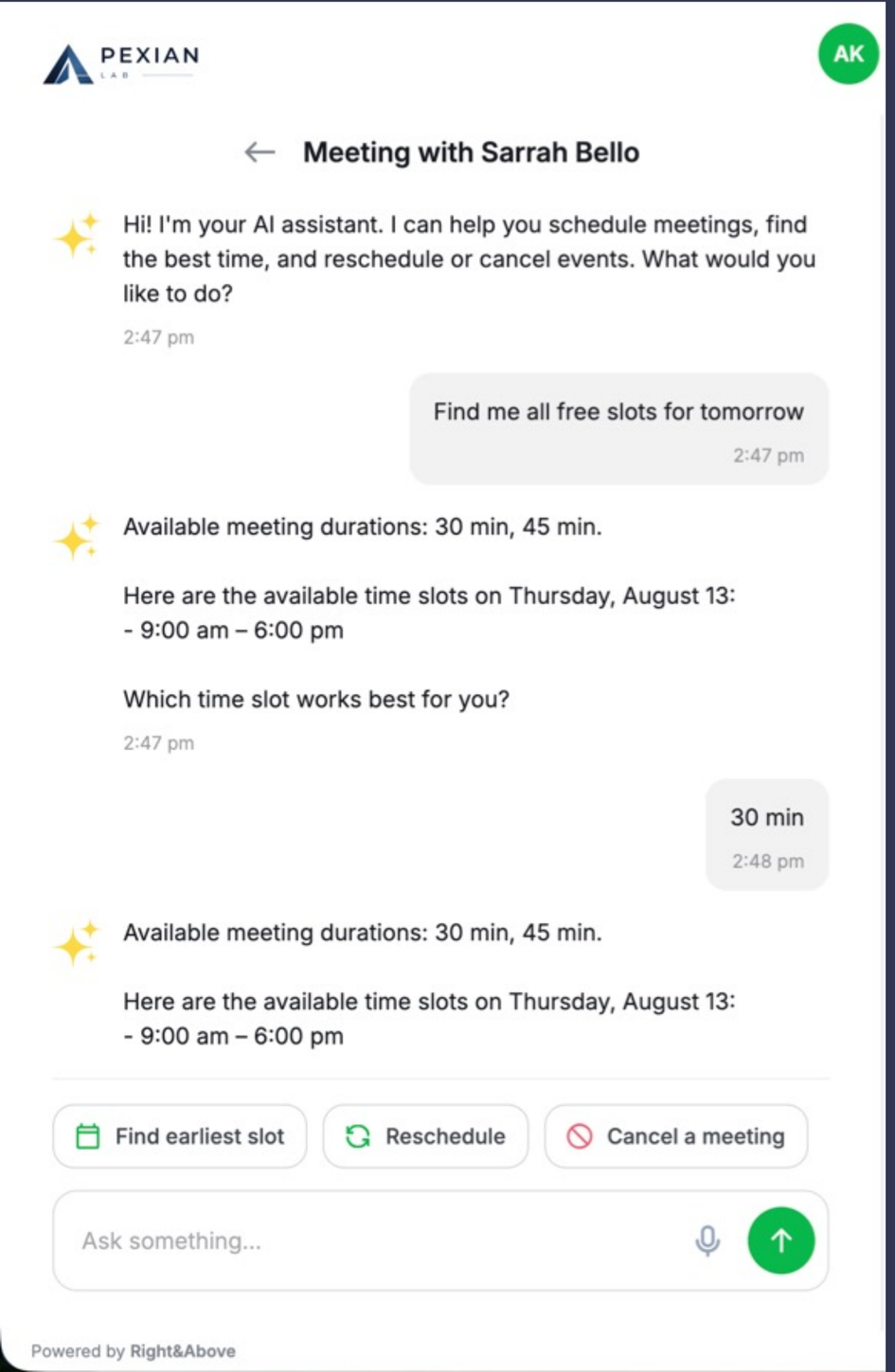
Public Booking Page

- **Meeting info – title, description, organizer, meeting format**
- **Month / Week views** – calendar navigation with unavailable dates greyed out
- **Time zone picker** – guests view slots in their local time
- **Duration selector – organizer-defined meeting lengths**
- **Live time slots** – real-time availability, excluding booked times
- **Schedule with AI** – alternative path to book via AI assistant
- **Booking flow** – select slot → fill form → confirm appointment

Booking Confirmation

- **Contact details** – full name, email, optional/required phone
- **Meeting notes – optional agenda for the organizer**
- **Booking summary** – selected date, time, time zone, and meeting format
- **People panel – organizer and attendee with avatars**
- **Google prefill** – auto-fill when signed in
- **Captcha** – bot protection for guest bookings
- **Confirm** – “Book Meeting” → instant or email verification





AI Booking Assistant

- **Chat or voice** – type or speak to schedule meetings naturally
- **Book / reschedule / cancel** – full meeting lifecycle in one assistant
- **Quick chips** – Find earliest slot, Reschedule, Cancel
- **Real-time slots** – only offers times that are actually free
- **Confirm before action** – review summary, then approve
- **Multilingual replies** – works across languages
- **Linked to organizer – uses the same schedule as the booking page**

QR Code Sharing

Every schedule gets a unique public booking URL as soon as it is saved. From the admin dashboard, organizers copy the link with one click or open a QR code – guests scan it and land on the booking page with live availability.

QR codes are generated on demand and can be downloaded as PNG for print or email. The same link and QR are included in schedule notification emails, so sharing stays consistent whether you send a URL, embed it on a site, or print a code.





Email Notification

The Email Notification System includes:

- **Booking Confirmation:** Sent to attendees with meeting details.
- **Organizer Notification:** Summary sent to the schedule owner.
- **Cancellation Confirmation:** Notifies attendees when meetings are canceled.
- **Reschedule Support:** Token-based flow for rescheduling.
- **Configurable CC Recipients:** Allows additional recipients for all notifications.

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