



Melkite Daily Feasts & Readings

Available in your computer or phone calendar

Contents

1	Introduction	3
1.1	Minimum Requirements.....	3
1.2	Where to find the Calendars	3
1.3	Versions available.....	3
2	Importing the Calendar	3
2.1	What happens if I make a Mistake?!.....	4
2.2	Microsoft Outlook.....	4
2.3	Windows Live Calendar (Hotmail Calendar)	4
2.4	Google Calendar.....	5
2.5	Evolution Mail and Calendar	5
2.6	Mobile Cellular (Cell) Phones and Smart Phones.....	5
3	Appendices – Technical Information.....	6
3.1	Appendix A: Standards Supporting this Service	6
3.1.1	iCalendar	6
3.1.2	xCal or xCal-Basic (iCalendar in XML format)	6
3.1.3	hCalendar (HTML iCalendar).....	6
3.2	Appendix B: Validation of Formats.....	7
3.2.1	What is Validation and Why Validate?.....	7
3.2.2	Results of Validating our Web Pages and Calendars	7
3.2.3	The Results: Validated Calendar Content on Validated Web Pages ..	8

Figures

Figure 1: Importing into Microsoft Outlook	4
--	---

1 Introduction

1.1 Minimum Requirements

You will need some software that can understand the iCalendar (iCal), xCal (xCal-Basic), or hCalendar formats.

Each type of calendar format has its own standard file extensions as follows:

- iCalendar (iCal) – **.ics**
- xCal (xCal-Basic) – **.xml**
- hCalendar – **.htm** or **.xml**.

Most calendaring applications understand these formats – especially iCalendar – already. Among them are the following: Microsoft Outlook, Apple iCal, Microsoft Entourage, Evolution, Google Calendar, and Windows Live Calendar (also called Hotmail Calendar).

1.2 Where to find the Calendars

You can find all the different calendar formats, with their different content, and in the languages available from: <http://www.melkites.org/liturgy/calendar/index.htm> .

1.3 Versions available

All versions are available in the following three languages:

- English,
- Arabic,
- Portuguese.

The following versions of the calendar are available:

- All feasts and commemorations for the entire calendar year (i.e., 365 or 366 calendar events).
- All feasts of Our Lord, feasts of the Theotokos, all major and minor feasts, and all Sundays (i.e., approximately 150 calendar events).

These are also available with the option of the text of the readings included. This option (i.e., with the full text of the readings) should really only be chosen, if you will not be synchronising your calendar with a smart phone, as the amount of data is large and may cause problems with the phone.

2 Importing the Calendar

Detailed instructions are given below for the more common calendaring applications. If yours is not mentioned below, the process will most likely be similar. Most calendaring applications today import and exchange calendaring information using the iCalendar standard. This is, of course, why we have provided the information on our feasts, fasts, and readings in this format.

2.1 What happens if I make a Mistake?!

All these calendar events have the same Location. Merely sort, filter, or select the events by this Location and delete them. Then try again!

2.2 Microsoft Outlook

If you use, Microsoft Outlook, there may be several ways of importing the file, depending on the version of Microsoft Outlook you are using.

All versions beginning with Microsoft Outlook 2003 support importing a calendar in iCalendar format.

Usually there will be an **Import and Export** option under the **File** menu. If this is not the case, open the Calendar in Microsoft Outlook, which should make the **Import and Export** option visible. If it does not, you may find a button called **Import and Export** as shown in Figure 1 below.

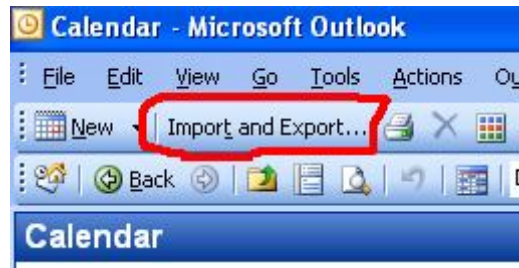


Figure 1: Importing into Microsoft Outlook

Select the menu option, or click on the button, and then select **Import an iCalendar or vCalendar file**, and click **Next**.

Browse to the file you have previously downloaded, and select it. Click **OK** and the calendar information will be imported into Microsoft Outlook.

If you wish to synchronise your Microsoft Outlook Calendar data with your mobile/cell phone or smart phone, you may do so now.

2.3 Windows Live Calendar (Hotmail Calendar)

Instructions for importing an iCalendar (.ics) file into Windows Live Calendar can be found here: <http://explore.live.com/windows-live-calendar-subscribe-import-calendar-ui> .

Simply log into your Hotmail or Windows Live e-mail system, and view your Windows Live Calendar. Click on **Subscribe**, and then choose to **Import from an ICS file**.

Click on the **Browse** button, and select the iCalendar file (It will have a file extension of .ics.), which you downloaded earlier.

2.4 Google Calendar

For information on how to import your iCalendar into Google Calendar, see the Google documentation: Get organized, Import and export, Basics, Import events from iCalendar.

Details on the process of importing your iCalendar file into Google Calendar can be found here:

<http://www.google.com/support/calendar/bin/answer.py?hl=en&answer=37118> .

The steps are as follows:

1. Click the **Add** down-arrow button at the bottom of the calendar list on the left side of the page, and select **Import Calendar**.
2. Click **Browse** and choose the iCalendar file you downloaded earlier, then click **Open**.
3. Select the Google Calendar, into which you would like to import your feasts information, and click **Import**.

2.5 Evolution Mail and Calendar

Evolution comes as the default e-mail and calendaring system with Ubuntu Linux. It also runs on Microsoft Windows, although the calendaring function is a separate, additional download.

Once Evolution has been installed, double-click on the iCalendar file you have already downloaded, and you will be prompted to import the feasts into your Evolution calendar.

2.6 Mobile Cellular (Cell) Phones and Smart Phones

In most cases, you will need to import your iCalendar information into the calendaring system you use on your main computer (it doesn't matter whether the operating system is Microsoft Windows, Apple OS, or Linux). Having imported the information into your calendaring system, it is then generally a simple matter to synchronise these calendar events with your phone.

Nokia (using PC Suite to synchronise) will synchronise with Microsoft Outlook.

Apple iPhone requires either Microsoft Outlook, Apple iCal, or a similar application that can synchronise with the iPhone.

A Blackberry phone similarly requires a calendaring application against, which it must synchronise, in order for the information to be available on the phone.

Android phones are similar, although they may require an additional application in order to read iCalendar events.

3 Appendices – Technical Information

Some quite technical information follows, for those interested in the underlying protocols, code and information standards used in delivering the service and the calendars, specifically.

3.1 Appendix A: Standards Supporting this Service

3.1.1 iCalendar

These files are made available in a format called *iCalendar*. This is a standard format for representing and exchanging calendaring and scheduling information such as events, tasks (to-do items), journal entries, and free-and-busy information, independent of any particular calendar service or Internet protocol. These files would normally have an extension of *.ics* .

This format is supported by most major e-mail and calendaring products such as Microsoft Outlook, Apple iCal, Google Calendar, Evolution Calendar, etc. This allows us to easily make information on our feasts, fasts, readings, etc., available to the widest range of calendaring products so that you may have this information available at your fingertips: on your computer and/or on your mobile cellular (cell) phone.

The details of the standard are defined in the Internet Engineering Task Force (IETF) RFC 5545: “Internet Calendaring and Scheduling Core Object Specification (iCalendar)”, last updated September 2009. This standards document may be found here: <http://tools.ietf.org/html/rfc5545> .

3.1.2 xCal or xCal-Basic (iCalendar in XML format)

This is a draft standard for storing iCalendar information in XML format, sometimes called *xCal-Basic*. This draft may be found here: <http://tools.ietf.org/html/draft-daboo-et-al-icalendar-in-xml-07> .

This is merely a one-for-one rendering of iCalendar information into a standard XML format, turning the iCalendar file into a simple database. We use this as an interim step in our transformation of the iCalendar data into a web page (XHTML 1.0) with hCalendar microformats. When XSLT 2.0 is more widely supported, we intend to transform the iCalendar files directly into both xCal-Basic and XHTML with hCalendar microformat mark-up.

3.1.3 hCalendar (HTML iCalendar)

Another related standard is *hCalendar* (HTML iCalendar), which is a microformat standard, whose specification can be found here:

<http://microformats.org/wiki/hcalendar> . It is a simple format for embedding standard iCalendar information within a web page.

This format allows various applications, including browsers to see the calendar events (or feasts in our case), and give you the choice of importing them. In this way, you may choose to add one, several, or all of these to your own calendaring system. Google also recognises data in this format.

3.2 Appendix B: Validation of Formats

3.2.1 What is Validation and Why Validate?

These basic web pages — and the information protocols underlying them — have been validated using the W3C (Worldwide Web Consortium) Validation Service (<http://validator.w3.org>). Some other services have also been used when validating the calendar content made available through these web pages. Validating our web pages and our calendar formats means that you can assume the widest support of our pages and calendars by the various browsers and calendaring software available.

W3C has the following to say about validation:

Most pages on the World Wide Web are written in computer languages (such as HTML) that allow web authors to structure text, add multimedia content, and specify what appearance, or style, the result should have.

As for every language, these have their own grammar, vocabulary and syntax, and every document written with these computer languages is supposed to follow these rules. The (X)HTML languages, for all versions up to XHTML 1.1, are using machine-readable grammars called DTDs, a mechanism inherited from SGML.

However, just as texts in a natural language can include spelling or grammar errors, documents using mark-up languages may (for various reasons) not be following these rules. The process of verifying whether a document actually follows the rules for the language(s) it uses is called validation, and the tool used for that is called a *validator*. A document that passes this process with success is said to be *valid*.

With these concepts in mind, we can define "mark-up validation" as the process of checking a web document against the grammar (generally a DTD) it claims to be using.

Validity is one of the quality criteria for a web page.

3.2.2 Results of Validating our Web Pages and Calendars

The details of the validations are as follows:

- The XHTML 1.0 web pages have been validated by <http://validator.w3.org/> (a W3C tool). The XHTML 1.0 results of any XSLT transformations have also been similarly and independently validated.
- The XML 1.0 (Extensible Mark-up Language) data files have been validated by the same tool.
- The XSLT 1.0 (Extensible Style-sheet Transformation Language) scripts used to transform the XML data into web pages have been validated by the same tool.
- The Cascading Style Sheets (CSS) 2.1 used to define the presentation of the web pages (i.e., how they look) have been validated by <http://jigsaw.w3.org/css-validator/> (a W3C tool).

- The iCalendar 2.0 files (.ics) have been validated against the following validators: <http://severinghaus.org/projects/icv/> and <http://icalvalid.cloudapp.net/> .
- The xCal-Basic 0.7 files have been validated to be correctly formed XML 1.0 by the W3C validator. There is no validation of the proposed xCal-Basic standard available.
- The hCalendar mark-up has been tested using the Operator add-in to the Mozilla FireFox browser. All events were recognised. There is no validator available for the hCalendar microformat that is able to read the results of an XSLT transformation.

3.2.3 The Results: Validated Calendar Content on Validated Web Pages

So after all our hard work, you may now assume that our web pages will be supported by most browsers and the information will appear as it was intended to appear.

You may also assume that, if a service (such as Google Calendar) or software (such as Microsoft Outlook or Evolution) states that it can import files in iCalendar format, there should not be any errors when you import one of our calendar files.

That is the best we can do, now it's over to you to use and hopefully benefit from the calendars we provide!