

Adding an RSS Feed

September 6, 2010

What are RSS Feeds?

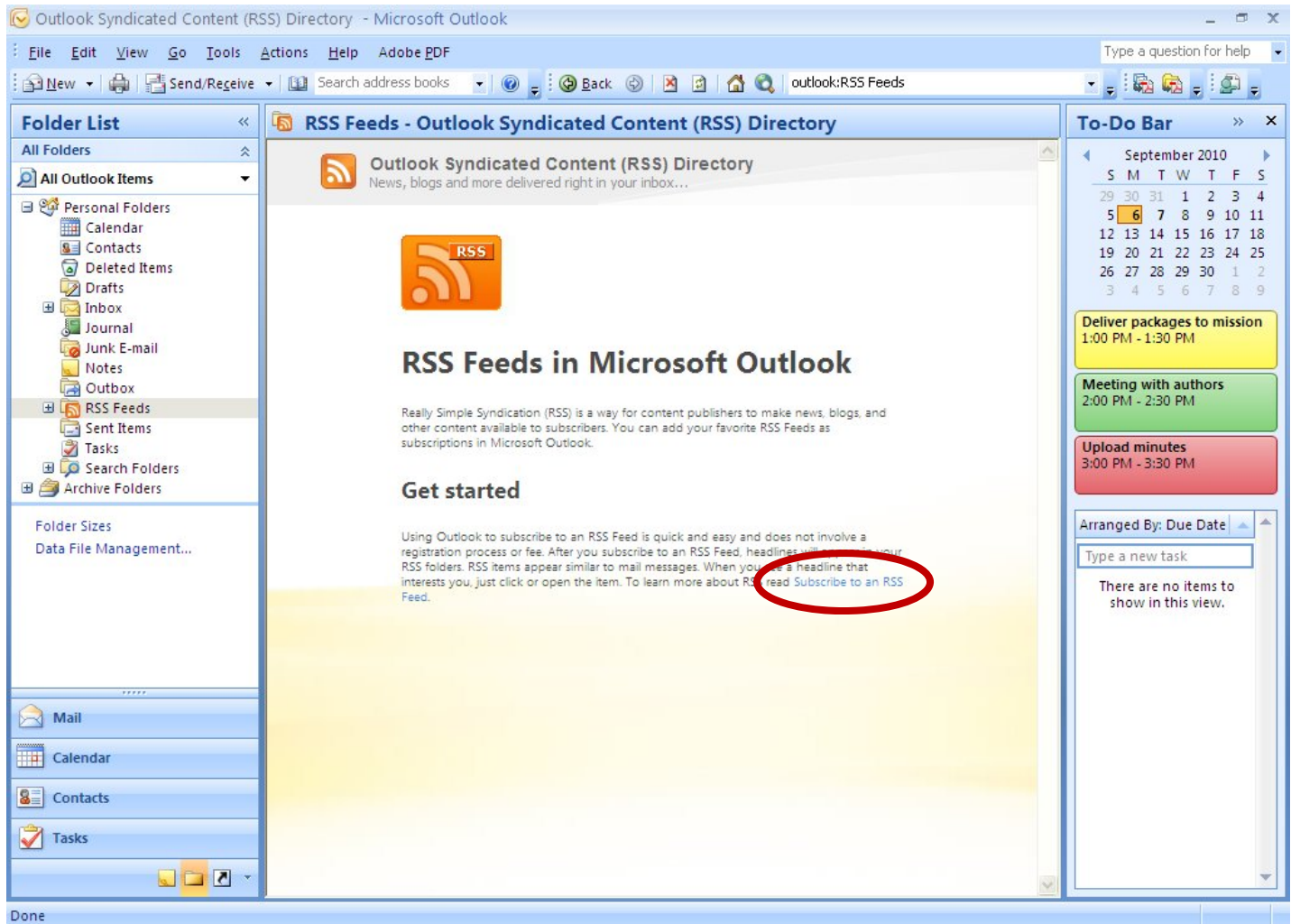
RSS Feeds, more commonly known as Really Simple Syndication, are press releases that are automatically sent to our email account so that we can stay abreast with current trends in our market.

We can have those press releases sent to us by signing up at their website.



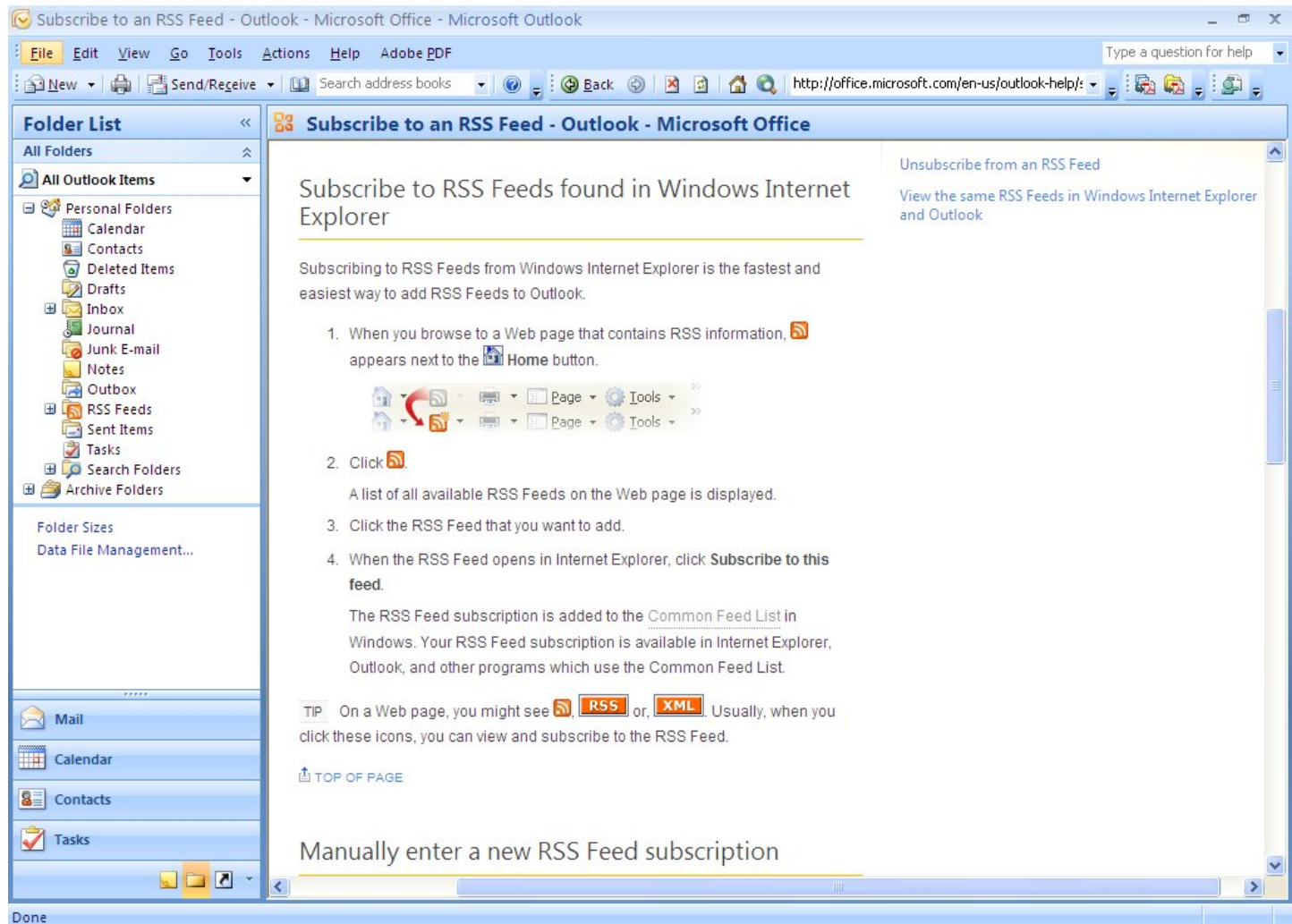
Open Outlook

Open Outlook, and select RSS Feeds. Double click on the Subscribe to an RSS Feed hyperlink.



Subscribe to an RSS Feed

We can read the multiple techniques on how to subscribe to an RSS feed. We are going to find RSS feeds in Windows Internet Explorer and subscribe to them.




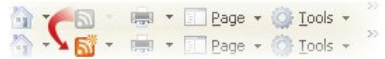
The screenshot shows the Microsoft Outlook interface with a help page titled "Subscribe to an RSS Feed - Outlook - Microsoft Office". The page is displayed in a browser window with the address bar showing "http://office.microsoft.com/en-us/outlook-help/". The Outlook folder list is visible on the left, including "All Outlook Items", "Personal Folders", "Calendar", "Contacts", "Deleted Items", "Drafts", "Inbox", "Journal", "Junk E-mail", "Notes", "Outbox", "RSS Feeds", "Sent Items", "Tasks", "Search Folders", and "Archive Folders". The main content area of the help page includes the following text and instructions:


Subscribe to RSS Feeds found in Windows Internet Explorer

Unsubscribe from an RSS Feed
View the same RSS Feeds in Windows Internet Explorer and Outlook

Subscribing to RSS Feeds from Windows Internet Explorer is the fastest and easiest way to add RSS Feeds to Outlook.

1. When you browse to a Web page that contains RSS information,  appears next to the **Home** button.




2. Click .

A list of all available RSS Feeds on the Web page is displayed.

3. Click the RSS Feed that you want to add.
4. When the RSS Feed opens in Internet Explorer, click **Subscribe to this feed**.

The RSS Feed subscription is added to the Common Feed List in Windows. Your RSS Feed subscription is available in Internet Explorer, Outlook, and other programs which use the Common Feed List.

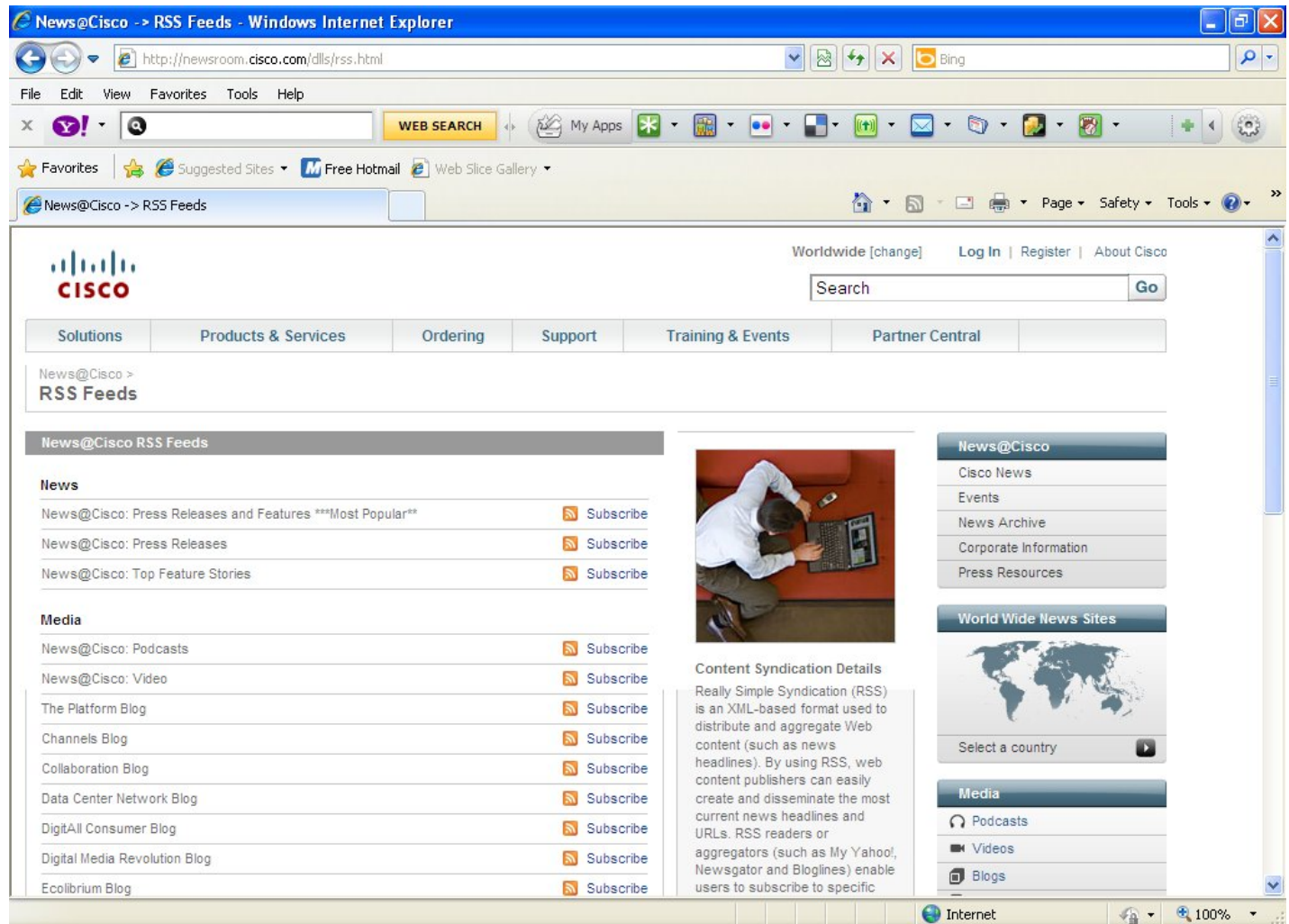
TIP On a Web page, you might see , **RSS**, or **XML**. Usually, when you click these icons, you can view and subscribe to the RSS Feed.

[TOP OF PAGE](#)

Manually enter a new RSS Feed subscription

Visit the Cisco RSS Feeds Webpage

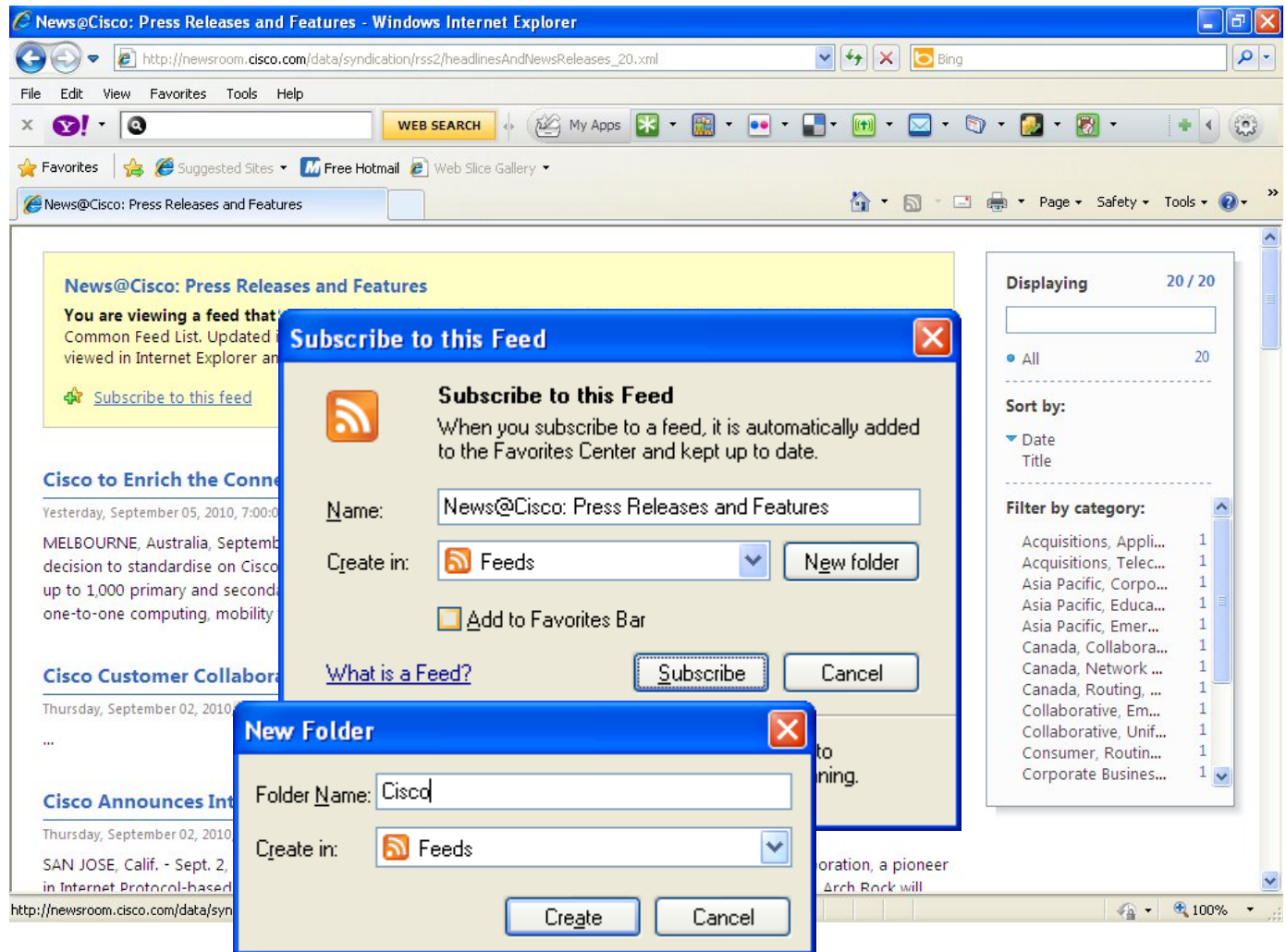
We are interested in receiving news releases from Cisco, so we visit their RSS Feed website and subscribe to their press releases. We double click on their first and most popular RSS feed.



The screenshot shows a Windows Internet Explorer browser window displaying the Cisco RSS Feeds webpage. The address bar shows the URL <http://newsroom.cisco.com/dlls/rss.html>. The page features the Cisco logo and a navigation menu with links for Solutions, Products & Services, Ordering, Support, Training & Events, and Partner Central. A search bar is located in the top right corner. The main content area is titled "News@Cisco RSS Feeds" and lists various RSS feeds under "News" and "Media" categories. Each feed includes a title and a "Subscribe" button. The "News" category includes "News@Cisco: Press Releases and Features ***Most Popular**", "News@Cisco: Press Releases", and "News@Cisco: Top Feature Stories". The "Media" category includes "News@Cisco: Podcasts", "News@Cisco: Video", "The Platform Blog", "Channels Blog", "Collaboration Blog", "Data Center Network Blog", "DigitAll Consumer Blog", "Digital Media Revolution Blog", and "Ecolibrium Blog". On the right side, there is a "News@Cisco" sidebar with links for Cisco News, Events, News Archive, Corporate Information, and Press Resources. Below this is a "World Wide News Sites" section with a world map and a "Select a country" dropdown. At the bottom, there is a "Media" sidebar with links for Podcasts, Videos, and Blogs. A "Content Syndication Details" section explains RSS (Really Simple Syndication) as an XML-based format used to distribute and aggregate web content. The browser's status bar at the bottom shows "Internet" and "100%" zoom.

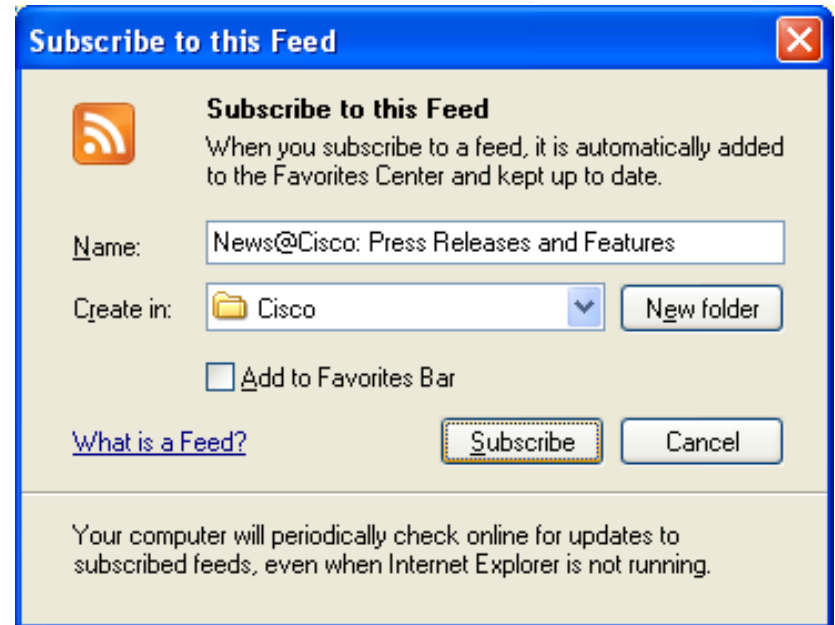
Subscribe to the Cisco RSS Feeds

We double click on the Subscribe to the feed hyperlink and the Subscribe to this Feed window will appear. We can make a new folder called Cisco and press the Create button.



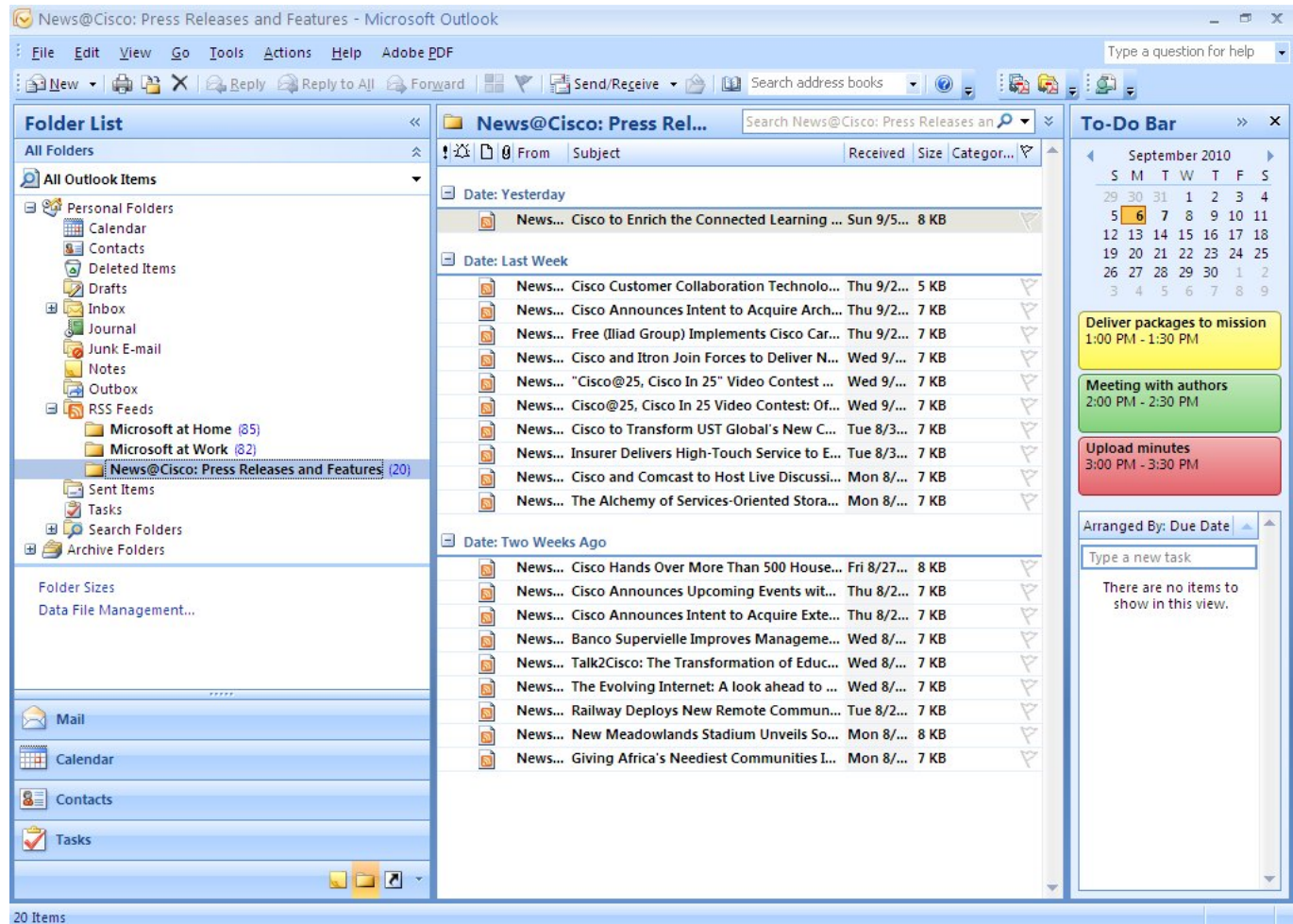
Subscribe to the RSS Feed

Finally, we click on the Subscribe button and we are now linked to Cisco for press releases.



View the Cisco RSS Feeds

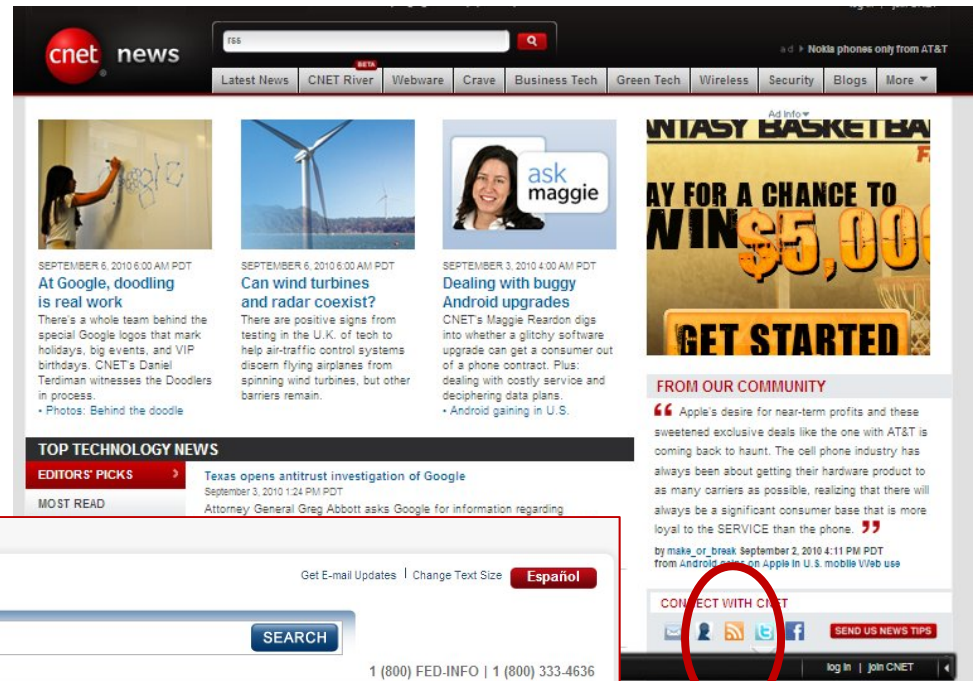
We can view the Cisco press releases by expanding the RSS Feeds folders and selecting the Cisco folder. Now, we will receive regular news from Cisco.



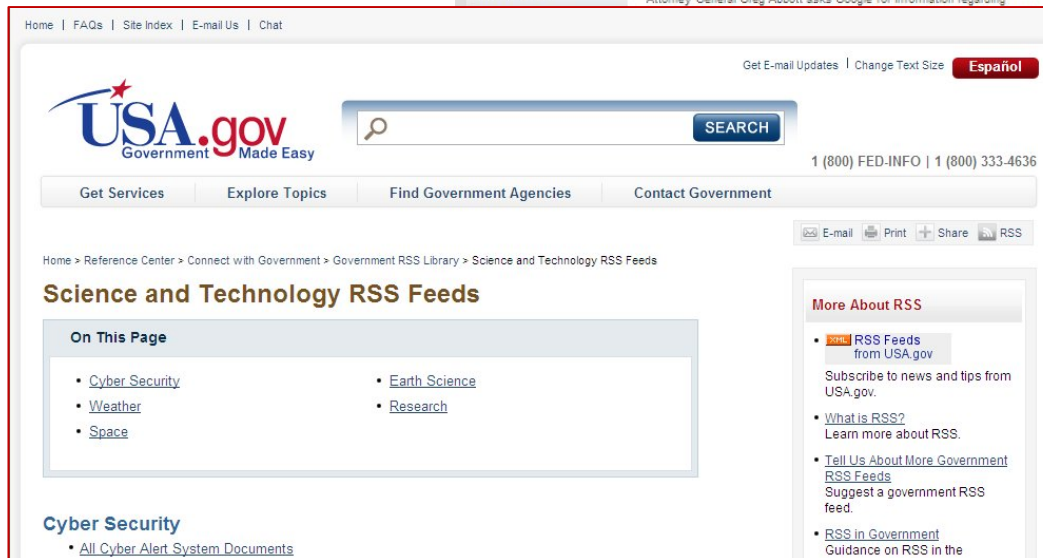
Add Additional RSS Feeds

We can add additional RSS Feeds to our Outlook account such as CNET which has technology news or visit the USA.gov RSS Feeds page to find science and technology press releases.

Add three RSS feeds to your Outlook account.



The screenshot shows the CNET News website. At the top, there is a search bar and navigation links for 'Latest News', 'CNET River', 'Webware', 'Crave', 'Business Tech', 'Green Tech', 'Wireless', 'Security', 'Blogs', and 'More'. Below the navigation, there are three main article thumbnails. The first is titled 'At Google, doodling is real work' with a photo of a woman writing on a whiteboard. The second is 'Can wind turbines and radar coexist?' with a photo of wind turbines. The third is 'Dealing with buggy Android upgrades' with a photo of Maggie Reardon. To the right, there is a large advertisement for 'WIN \$5,000' with a 'GET STARTED' button. Below the articles, there is a 'TOP TECHNOLOGY NEWS' section with 'EDITORS' PICKS' and 'MOST READ' items. At the bottom right, there is a 'FROM OUR COMMUNITY' section with a quote about Apple's deals and a 'CONNECT WITH CNET' section with social media icons for Twitter, Facebook, and RSS. A red circle highlights the RSS icon in the 'CONNECT WITH CNET' section.



The screenshot shows the USA.gov website. At the top, there is a search bar and navigation links for 'Home', 'FAQs', 'Site Index', 'E-mail Us', and 'Chat'. Below the search bar, there are four main navigation buttons: 'Get Services', 'Explore Topics', 'Find Government Agencies', and 'Contact Government'. The main content area is titled 'Science and Technology RSS Feeds'. Underneath, there is a section 'On This Page' with links to 'Cyber Security', 'Weather', 'Space', 'Earth Science', and 'Research'. Below that, there is a section 'Cyber Security' with a link to 'All Cyber Alert System Documents'. On the right side, there is a 'More About RSS' section with links to 'RSS Feeds from USA.gov', 'What is RSS?', 'Tell Us About More Government RSS Feeds', and 'RSS in Government'. A red box highlights the entire screenshot.