

# Checkpoint AU

## RSS Feeds

Checkpoint enables alerts to be setup to send notifications when new documents are added to Checkpoint. You can define the areas to be notified, when and how you receive the alerts.

Learn how to receive alerts via **RSS feeds**.

### Creating and Subscribing to an RSS feed

RSS (Really Simple Syndication) feeds allow you to view new online content, as soon as it's added, without having to log on to the service. To create, view and manage News Feeds, you need to first obtain news reader software or use browser software with built-in news reader software. Examples of these include Internet Explorer, Firefox, and Safari. These browsers can be used to manage your RSS feeds in the same way that you manage bookmarks. The examples in this guide use Internet Explorer as the browser.

1. Run a search.
2. Click the RSS Feed icon from the white toolbar
3. Enter an RSS feed name and
4. Click the **Save RSS Feed** button

The screenshot shows the search interface with the following elements:

- Step 1:** A search bar with the placeholder text "Type keywords here to refine search" and a magnifying glass icon.
- Step 2:** A toolbar below the search bar containing various icons, including the RSS icon (a circle with three curved lines), which is highlighted with a blue box.
- Step 3:** A form titled "Customise your RSS Feed" with the text "Your search: **Federal budget 2021** for **Checkpoint ANZ**". It contains an "RSS Feed Name:" input field, which is highlighted with a blue box.
- Step 4:** A "Client ID (optional):" input field below the name field.
- Step 5:** Two buttons at the bottom right: "Save RSS Feed" (highlighted with a blue box) and "Cancel".

5. From the RSS Feeds page, you will see the RSS Feed created and saved
6. Copy the link and use within your preferred RSS Feed reader.

The screenshot shows the "RSS Feeds" page with a search bar and a table of feeds. The table has the following columns: RSS NAME, CLIENT ID, DATE, PUBLISHED LINK, and ACTIONS.

RSS NAME	CLIENT ID	DATE	PUBLISHED LINK	ACTIONS
Federal Budget 2021 RSS Feed		19/05/2021	<a href="http://www.checkpointau.com.au/rss_content/rss_i0ad62b78">http://www.checkpointau.com.au/rss_content/rss_i0ad62b78</a>	X ⚙

Showing 1 to 1 of 1 entries

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