
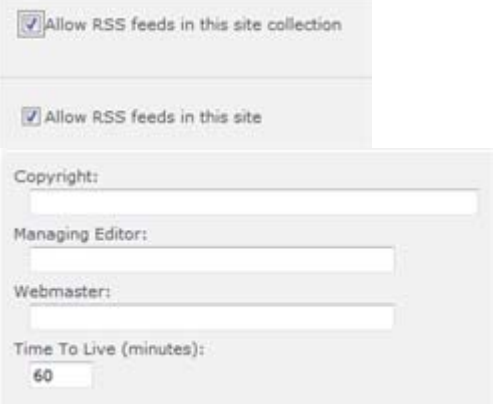
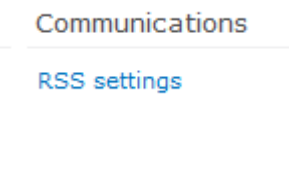


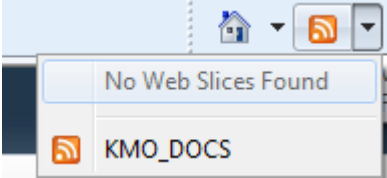
SharePoint 2010 Real Simple Syndication (RSS)

RSS is available in SharePoint 2010 to create RSS feeds for a list and library. This allows one to not only view – but have a mechanism available to distribute news items of value to a targeted audience. One item to note is that the RSS Viewer web part cannot be used to read SharePoint RSS feeds.

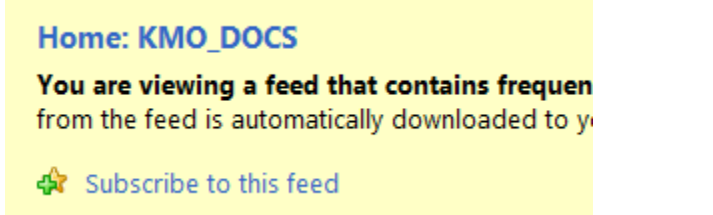

In order to set-up RSS follow these steps:

<p>1. From the top level site select Site Actions -> Site Settings -> then select RSS from the Site Administration group</p>	 <p>Site Administration Regional settings Site libraries and lists User alerts RSS Search and offline availability Site settings Enable or Disable syndication feeds for this site.</p>
<p>2. Select and enter in the desired options then click OK. Note that the Copyright, Managing Editor and Webmaster fields may or may not appear in all RSS viewers. Also the Time to Live is the number of minutes that users should be waiting for updates to the RSS feed.</p>	 <p><input checked="" type="checkbox"/> Allow RSS feeds in this site collection</p> <p><input checked="" type="checkbox"/> Allow RSS feeds in this site</p> <p>Copyright: <input type="text"/></p> <p>Managing Editor: <input type="text"/></p> <p>Webmaster: <input type="text"/></p> <p>Time To Live (minutes): <input type="text" value="60"/></p>
<p>3. RSS can also be enabled at the list and library level as well – thus access the desired list or library and select list or library settings.</p>	
<p>4. For a list – from the List Tools tab select List -> list Settings then under Communications -> RSS settings.</p>	 <p>Communications RSS settings</p>
<p>5. For a library – from the Library Tools tab select Library then Library Settings then under Communications -> RSS settings</p>	

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<p>6. In both cases under the List RSS check Yes to Allow RSS for this list.</p>	<p>Allow RSS for this list? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>												
<p>7. Under RSS Channel Information enter in the Title and Description of the feed as well as an Image URL if desired.</p>	<p>Truncate multi-line text fields to 256 characters? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Title: <input type="text" value="Home: KMO_DOCS"/></p> <p>Description: <input type="text" value="RSS feed for the KMO_DOCS list."/></p> <p>Image URL: <input type="text" value="/_layouts/images/siteIcon.png"/> (Click here to test)</p>												
<p>8. Select under Document Options – how attachments should be displayed.</p>	<p>Include file enclosures for items in the feed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Link RSS items directly to their files? <input type="radio"/> Yes <input checked="" type="radio"/> No</p>												
<p>9. Under Columns – select the desired columns to appear in the feed.</p>	<p><input type="checkbox"/> Select all</p> <table border="1"> <thead> <tr> <th>Include</th> <th>Column Name</th> <th>Display Order</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>Author</td> <td>1 ▼</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Date Picture Taken</td> <td>2 ▼</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Comments</td> <td>3 ▼</td> </tr> </tbody> </table>	Include	Column Name	Display Order	<input checked="" type="checkbox"/>	Author	1 ▼	<input checked="" type="checkbox"/>	Date Picture Taken	2 ▼	<input checked="" type="checkbox"/>	Comments	3 ▼
Include	Column Name	Display Order											
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<input checked="" type="checkbox"/>	Date Picture Taken	2 ▼											
<input checked="" type="checkbox"/>	Comments	3 ▼											
<p>10. Under item limit enter in the Maximum number of items to include and for how many days back should be included.</p>	<p>Maximum items to include: <input type="text" value="25"/></p> <p>Maximum days to include: <input type="text" value="7"/></p>												
<p>11. Click OK when done.</p>													
<p>12. Feeds can be read by any reader – in this case the out of the box RSS reader with Internet Explorer is used so thus while on this page if the RSS item is selected then the feed itself – is engaged.</p>													

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<p>13. Once selected then the feed can be subscribed to by clicking the 'Subscribe to this feed' link.</p>	
<p>14. When prompted select the Subscribe button.</p>	
<p>15. In Internet Explorer 8 by clicking favorites the RSS feed just subscribed to is shown and can be accessed as desired.</p>	