



## RSS feeds – an easier way to keep abreast of Barnes Runners events and activities

*Did you know that there is a very easy and straightforward way of keeping up-to-date with upcoming events at Barnes Runners?*

### What is - or are - RSS?

**RSS** (most commonly expanded as "Really Simple Syndication") is a family of web feed formats used to publish frequently updated works—such as blog entries, news headlines, audio, and video—in a standardized format. An RSS document (which is called a "feed", "web feed", or "channel") includes full or summarized text, plus metadata such as publishing dates and authorship. If you have an "iPod"<sup>1</sup> and subscribe to podcasts using iTunes or some other comparable tool, then you are already using RSS feeds - possibly without even knowing it.

The Barnes Runners website integrates this functionality... and it is very easy to take advantage of it.

### How do I do it?


RSS feeds can be read using *RSS readers, feed readers, or aggregators*, which can be web-based, desktop-based, or mobile-device-based.

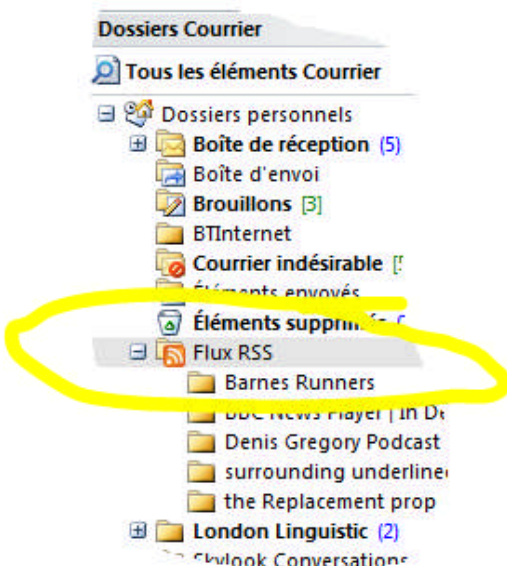
If you are using Microsoft Outlook (versions 2003 or 2007) or Internet Explorer 7 or 8, then you already have what you need.

### Adding an RSS Feed through Microsoft Office Outlook 2007

Look in the top right-hand corner of the Barnes Runners website.



- 1) Right-click on **RSS** and select "Copy link location" (FireFox) or "Copy Shortcut" (Internet Explorer).
- 2) Next open up Microsoft Outlook and locate the "RSS feeds" node in the directory tree structure on the left-hand side of the screen. It is identified by the easily-recognizable  symbol:



(This screen-capture shows what this would look like if you were using a French-language version of Outlook: your version will display "RSS Feeds" as opposed to "Flux RSS").

<sup>1</sup> The iPod is a portable media player designed and marketed by Apple and launched on October 23, 2001





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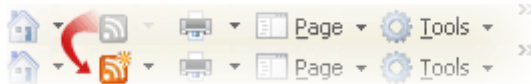
- 3) Right-click on “RSS Feeds” and then select (left-click) “Add a new RSS Feed”.
- 4) Then simply paste (Ctrl + V) the Barnes Runners RSS Feed address (<http://barnesrunners.org.uk/index.php/feed/>) into the text entry box which is displayed.

Alternatively...

- 1) On the Outlook Tools menu, click **Account Settings**.
  - 2) On the RSS Feeds tab, click **New**.
  - 3) In the New RSS Feed dialog box, type or press CTRL+V to paste the URL of the RSS Feed. For example, <http://barnesrunners.org.uk/index.php/feed/>
  - 4) Click **Add**
  - 5) Click **OK**
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### Adding an RSS Feed through Windows Internet Explorer 7 +

When you browse to a Web page that contains RSS information,  appears in Windows Internet Explorer next to the  Home button.



1. Click .

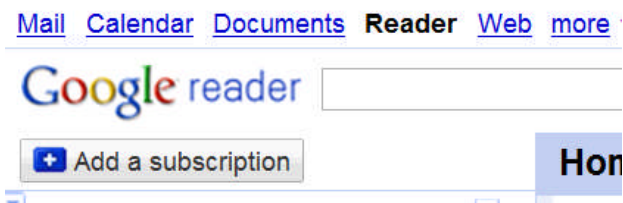
A list of all available RSS Feeds on the Web page is displayed.

2. Click the RSS Feed that you want to add (there is only one on the Barnes Runners website).

You can then access – and update – the feed from your list of Favourites (or “Favorites”). Go to **Tools => Internet Options...** and click on the **Content** tab to configure Internet Explorer to check for feed updates automatically.

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### Adding an RSS Feed using Google’s “Reader” facility



Simply click **Reader** (in the top left-hand corner of the Google welcome screen) and then **Add a subscription**. Enter the Barnes Runners RSS feed address (<http://barnesrunners.org.uk/index.php/feed/>) in the text entry box.

We recommend that you use one of these facilities for keeping abreast of events, races and training session as the club starts to make more use of its website.