

News: Front-end overview

Introduction

The News application allows users to follow and keep up-to-date with any news channels and articles made by content creators.

We will cover the following areas:

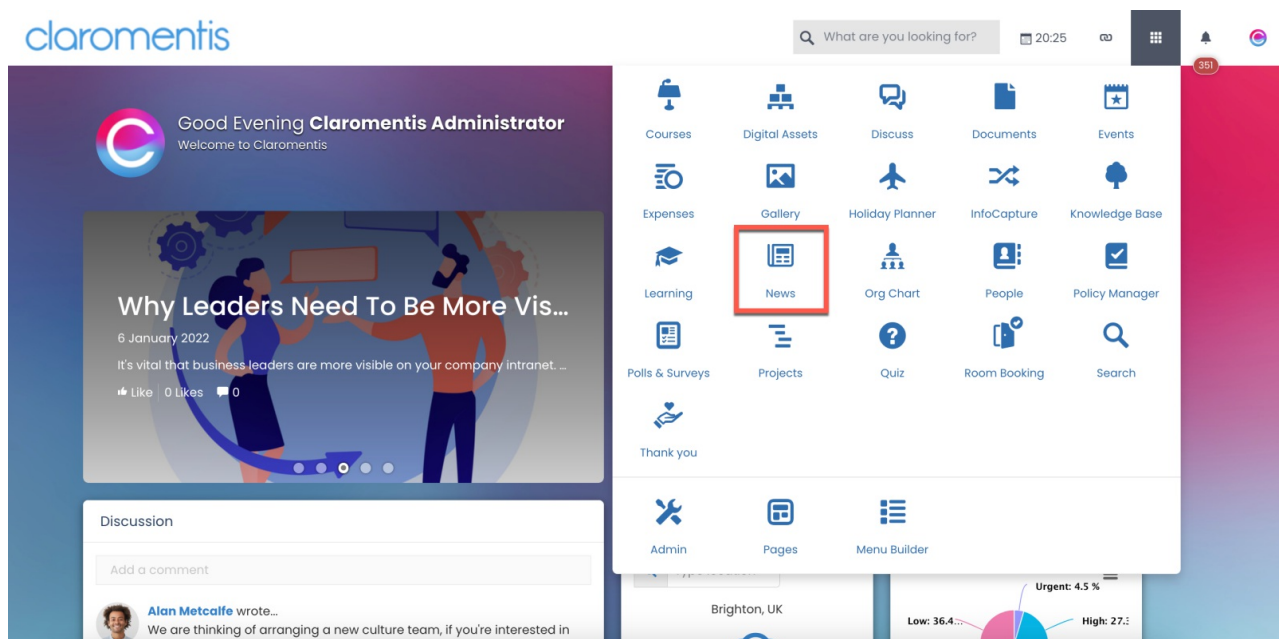
- [Overview of News application](#)
- [How to create a News article](#)
- [Managing Draft articles](#)
- [How to subscribe to News channels](#)

For all available permissions & configuration options, make sure to read our [News: Admin Overview](#).

The below steps are outlined in the video above.

Front-end of news

Head to **Application > News**.



From the landing page, you will be able to view all news articles that you have permission to as well as the available news channels.

News / All

+ Add news

All
General
BPM
Buy & Sell
Human Resources
Marketing
Sales

Claromentis Test

19 June 2023

General by Claromentis Administrator

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When you think about the onboarding experience, you usually associate this with new team members who have made the decision to join your

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16 October 2020

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Networking is a key skill. It's not about contacting everyone you know when you are looking for job. It starts long before the job search and you probably

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20 July 2020

General by Claromentis Administrator

Check out the new Polls & Surveys application, designed to help you gather employees feedback in an easy, intuitive way!

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Search

Search news channels

☐ Include comments

Search
Reset

Unpublished News

Online Collaboration

Draft

Claromentis Newsletter

Draft

2023

June

2022

2021

2020

2019

2018

2015

BBQ CMS

Christmas

Compliance

ISO9001

IT blog

business

cookie

corporate

cover

culture

employee

events

for sale

health

holiday

planner

hr

infocapture

infographic

innovate

intranet

load balancing

logo

meeting

microsoft

new features

partner

print

product

remote working

social

software

supplier

support

test

test news

word

workplace

17

40 tags shown, click to view all

1
2
3
4

For information on News channels, check out our guide on [Channels and templates](#).

There are a variety of ways to search for a specific article.

News / General / Article details

+ Add news

Claromentis Test

General

 | 31 August 2023 by Claromentis Administrator

Related news

Nothing found

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Auctor augue mauris augue neque gravida in. Integer eget aliquet nibh praesent tristique magna sit amet purus. Mauris pellentesque pulvinar pellentesque habitant morbi 😊

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Share

Comments

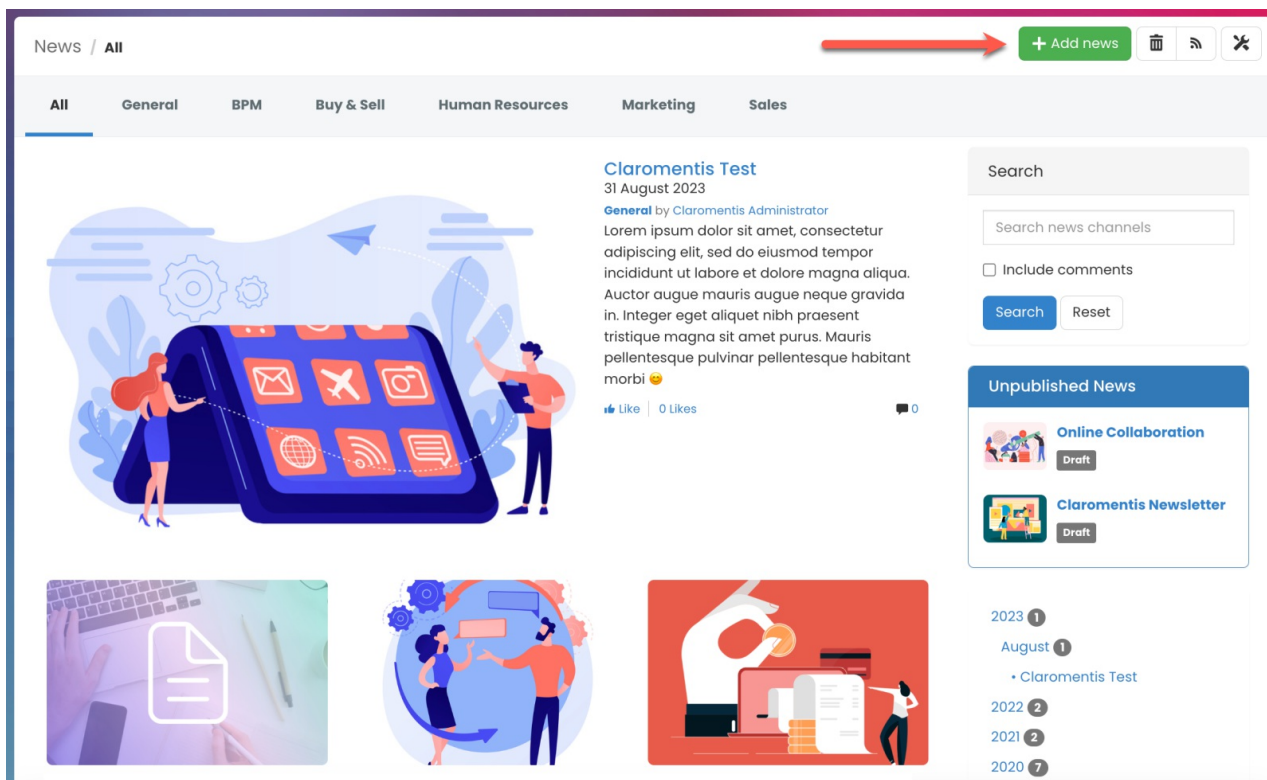
Type your message...

View all news

You will also have the ability to post a comment if the feature has been enabled.

Creating news articles

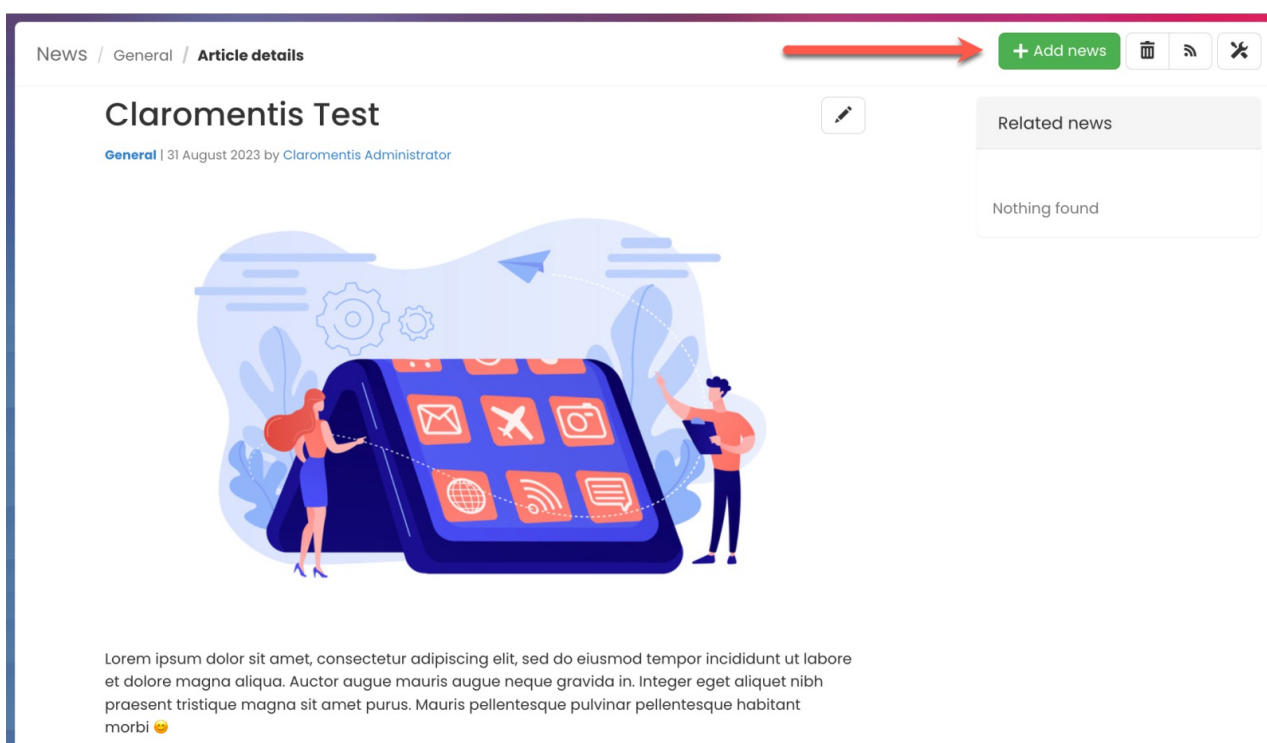
With the correct permissions, you will see the option to create a news article.



Reminder: If you do not see the options, please check with your administrator that you have the permission needed to do so.

Adding a news article

You can add a new article to the news channel you have permission to.



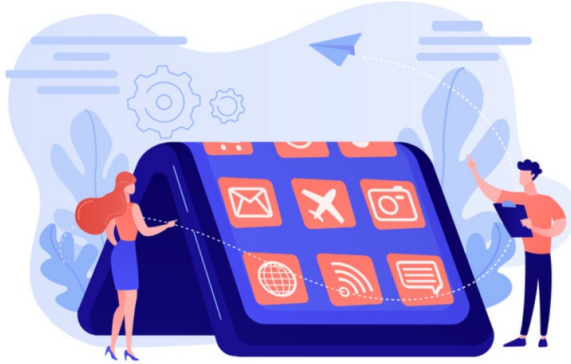
For more information, please refer to our guide on [Creating a news article](#).

Editing a news article

You can also edit existing news articles using the pencil (edit) button.

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Related news

Nothing found

Draft news articles

News articles in **Draft** status will only be visible to users with permissions.

All General BPM Buy & Sell Human Resources Marketing Sales

Claromentis Test

19 June 2023

General by Claromentis Administrator

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Like 0 Likes

0

Search

Search news channels

☐ Include comments

Search

Reset

Unpublished News



Online Collaboration

Draft



Claromentis Newsletter

Draft

2023 1

June 1

2022 2

2021 2

2020 7

2019 6

2018 4

2015 12

BBQ CMS Christmas Compliance ISO9001
IT blog business cookie corporate cover
culture employee events for sale health holiday
planner hr infocapture infographic innovate
intranet load balancing logo meeting



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Why Leaders Need To Be More Visible On The Company Intranet

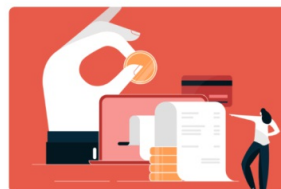
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An approval process can be set up to allow select users to review & publish draft articles.

For an overview of News permissions, check out our article on [News permissions](#).

To find out more about the News approval process, check out our article on [How to set up news approval process](#).

Subscribing to a news channel

From a News channel, you can make use of the **Subscribe** feature.

The Subscribe feature allows you to follow and keep up-to-date with any news channels and articles you have permission to view.

The screenshot shows the 'News / Human Resources' page. At the top, there's a navigation bar with tabs: All, General, BPM, Buy & Sell, Human Resources (selected), Marketing, and Sales. Below the navigation bar, the main content area is titled 'Human Resources'. A red arrow points to a 'Subscribe' button located next to the title. Below the title, there are two article previews. The first article is 'Annual Performance Reviews' by Claramentis Administrator, dated 12 June 2023. The second article is 'Networking is a key skill' by Claramentis Administrator, dated 16 October 2022. On the right side of the page, there is a search bar and a list of tags including 'BBQ', 'CMS', 'Christmas', 'Compliance', 'ISO27001', 'agile', 'bpm', 'calculations', 'claromentis', 'cookie', 'cover', 'culture', 'employee', 'events', 'for sale', 'health', 'holiday', 'planner', 'induction', 'internal', 'intranet', 'invoice', 'load balancing', 'marketing', 'meeting', 'mobile', 'policy', 'pricing', 'print', 'process', 'product', 'safety', 'sales', 'service', 'delivery', 'social', 'supplier', 'sustainability', 'test', 'this is a test', 'videos', 'workplace'. At the bottom of the tag list, it says '40 tags shown, click to view all'.

Users who are subscribed to a news channel will get notified of any new content published and/or updated within the channel they are subscribed to.

Please note: News subscriptions are chosen by the users themselves. Users can also unsubscribe from the channel at any time using the same button.