

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:

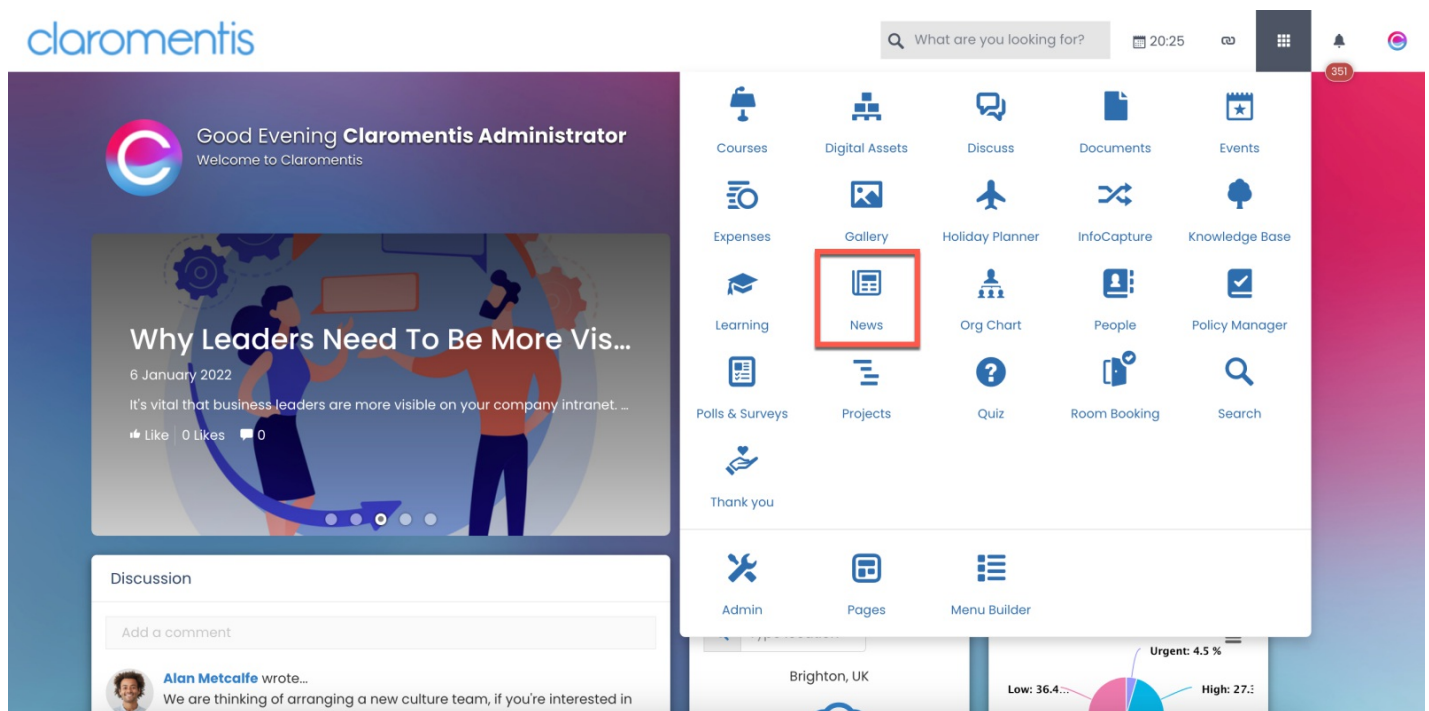
- [Overview of News application](#)
- [How to create a News article](#)
- [Managing Draft articles](#)
- [How to subscribe to News channels](#)

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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3 Smart Ways to Build a Better Intranet Onboarding Experience

27 April 2022

General by Claromentis Administrator

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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It's vital that business leaders are more visible on your company intranet. Read our blog to find out why

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Why Online Collaboration Is Important and How To Get It Right

27 April 2021

General by Claromentis Administrator

Online collaboration tools have been a lifeline for businesses over the past 12 months. From real time communication tools to video calling and task

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Networking is a key skill

16 October 2020

Human Resources by Claromentis Administrator

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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New: Polls & Surveys application

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Unpublished News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

1

1

2

2

7

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4

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
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

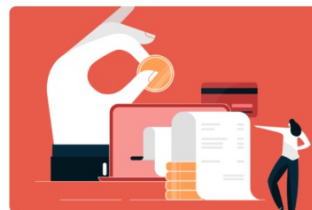
4

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.

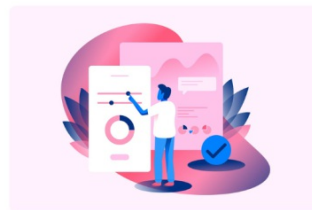
Reset

Draft



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- 40 tags shown, click to view all

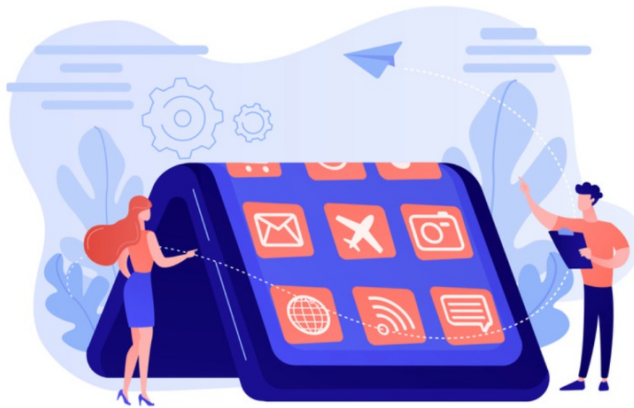


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- Selecting an article will allow you to read it in its entirety, as well as see any related articles.

Claromentis Test

General | 31 August 2023 by Claromentis Administrator



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Like | 0 Likes

Share

Comments



Type your message...



[View all news](#)

Related news

Nothing found

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.

News / All

+

 Add news

🗑️

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⌘

All

General

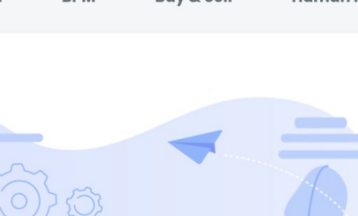
BPM

Buy & Sell

Human Resources

Marketing

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👍 Like

👍 0 Likes

💬 0

Search

☐ Include comments

Search

Reset

Unpublished News

Online Collaboration

Draft

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Draft

2023

1

August

1

• Claromentis Test

2022

2

2021

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2020

7

Adding a news article

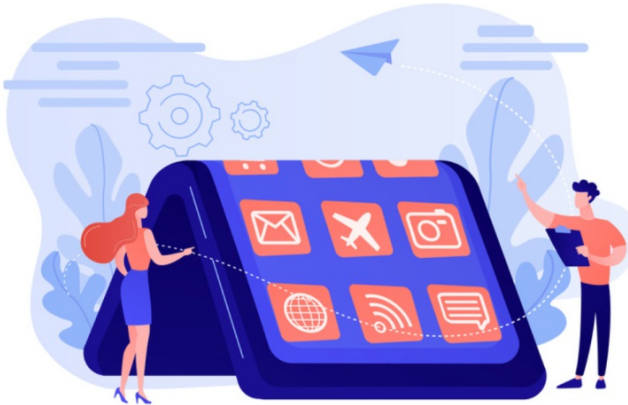
News / General / **Article details**

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Related news

Nothing found



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Editing a news article

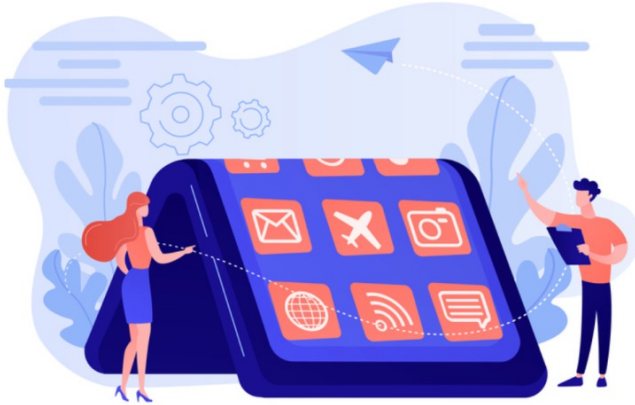
You can also edit existing news articles using the pencil (edit) button.

News / General / Article details

+ Add news

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Related news

Nothing found

Draft news articles

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

News / All

+ Add news

All
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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

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.

News / Human Resources

+ Add news

All
General
BPM
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Marketing
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Human Resources

Subscribe

Annual Performance Reviews

12 June 2023

Human Resources by Claromentis Administrator

All annual performance reviews will now be carried out using our new online form

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Networking is a key skill

16 October 2022

Human Resources by Claromentis Administrator

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2020 2

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

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.