



## Integrate News With Microsoft Teams using RSS

### Overview

If you are using Microsoft Team, you may want to create an automated post to a channel every time there is a new article published on the News application within Claromentis.

### Requirements:

- Microsoft Team account with admin rights to add RSS app
- Claromentis News Admin rights.

### How to

#### Step1: Preparing RSS Feed from News App

1. On your Claromentis system, navigate to **Admin > News > Export news channel as RSS**
2. Click **+Add RSS Feed** to create a new feed.
3. Provide a Title, and select which channels you wish to be included in the feed.

Admin > News > RSS feeds > Create news feed

#### Create news feed

Title

News channels

- Inside Claro
- Marketing
- Mike Testing Universe
- Sales
- Slider
- Tech
- General News

4. Once it is created you need to copy the **unique RSS link** which later needs to be added to the RSS app in Microsoft Team. Please keep this URL private to avoid having internal news exposed to the public.

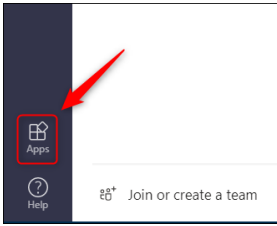
Admin > News > RSS feeds

RSS feeds

| Title                   | Date Created   | Link   | News channels                        |
|-------------------------|----------------|--|--------------------------------------|
| Intranet News for Slack | 5 January 2023 | <a href="https://codedev.claromentis.com/news/rss/ff6c">https://codedev.claromentis.com/news/rss/ff6c</a> ff6d | Marketing, Sales, Tech, General News |

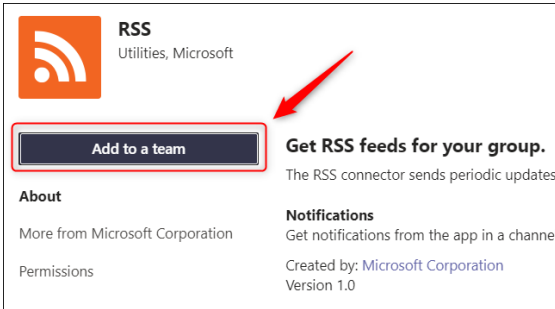
## Step 2: Add RSS Integration in Microsoft Team

1. Click on the Apps towards the bottom of the left-hand sidebar



2. type **RSS** in the search box and click on **RSS Connector**

3. Click **Add to a team**



4. Set up RSS for a team by selecting which channel you wish to publish and **Set up Connector**

5. Fill out the form for example:

Enter a name for your RSS Connection: `Intranet News`

Address for RSS feed : `{Paste your unique RSS link from Step1}`

Digest frequency: `set for 6hr or Daily depending on your news frequency`

6. Click **'Save'** and you're done!

## Useful Info

- RSS feed will only publish new items added to the selected news channels after the integration is made. (Old news articles won't be published)
- Removing the feed won't delete previous feed posts. It'll just stop new ones from appearing.
- Depending on your digest frequency you will only see the new item according to the Digest frequency.

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Last modified on 1 December 2023 by [Hannah Door](#)

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