



# Parish Council Website

## Setting Up an RSS Feed Using Feedreader



August 2020

## Introduction.

RSS Feeds have been with us for years but rarely discussed.

In simple terms an RSS Feed tells you when changes have been made to pages on a website.

Many sites ask you to join their mailing list, an RSS Feed combined with an RSS Reader does the same job but without you having to give the website your contact details.

One of the best RSS Readers is Feedreader and this tutorial will guide you through the process one step at a time.

Remember, once you've set up Feedreader on your computer you can import RSS Feeds from as many sites as you want to follow and each time a website makes a change Feedreader will ping and a notification will pop-up in the bottom right hand corner of your screen telling you which site has updated. You can then open Feedreader, click on the link and Feedreader will open the page in your favourite browser.

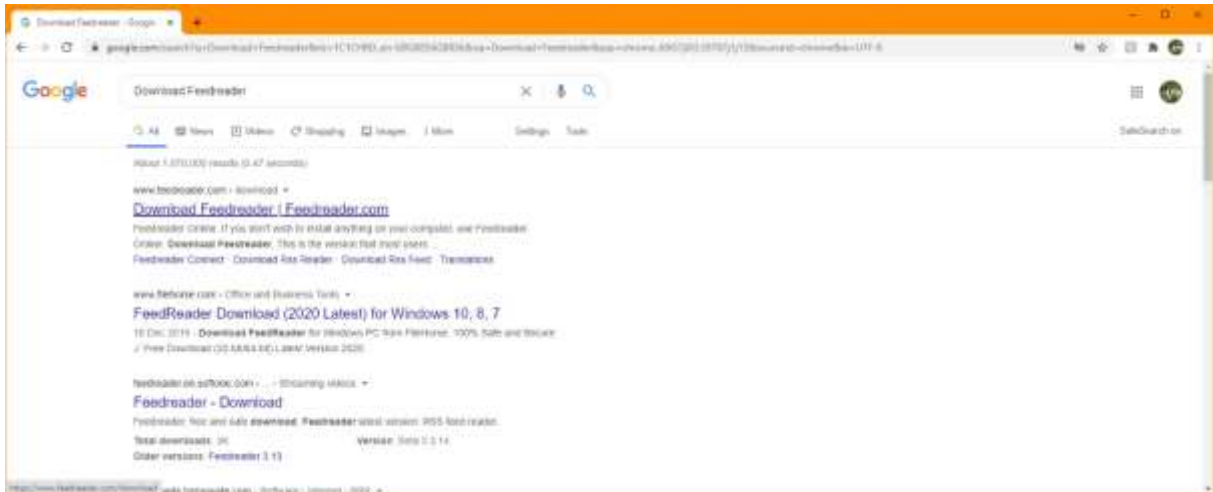
## Installation.

The first step is to download Feedreader.

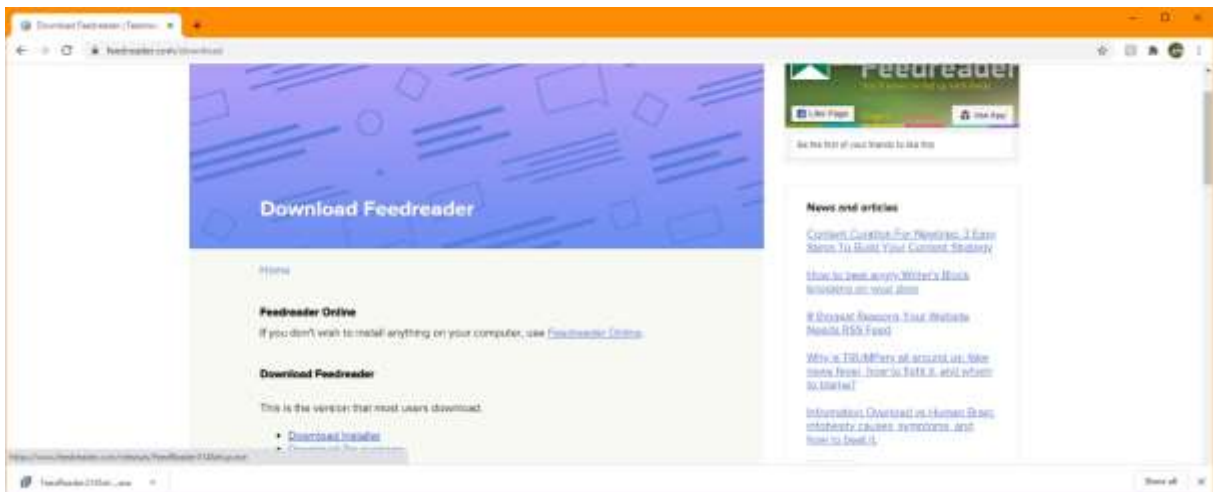
Go to Google and enter "Download Feedreader" in the search box and click Enter.



Your search should deliver this page:



Click on the first listing which is the official Feedreader Website and this page will open:

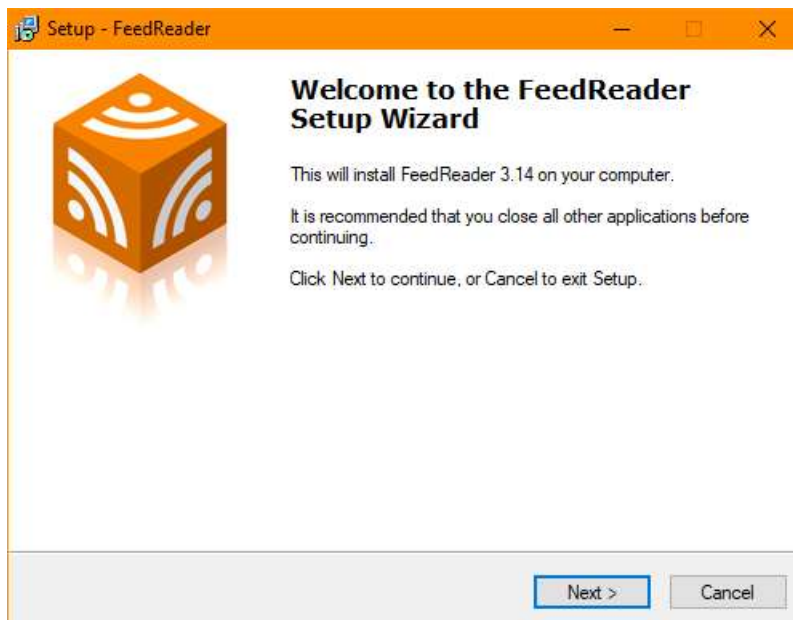
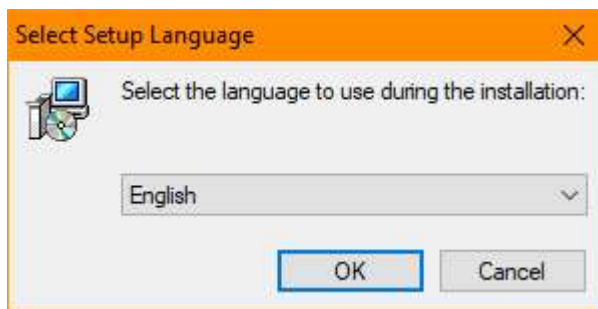


Scroll down a little and click on the link "Download Installer"

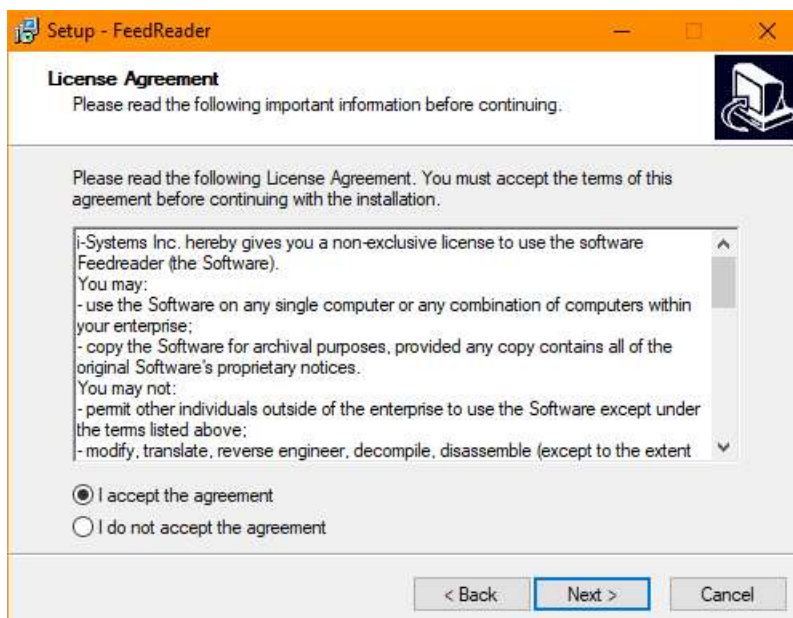
When the download has finished, if you're using the Chrome Browser or Microsoft Edge, the Feedreader.exe file will appear in the bottom left hand corner of your browser window. If you're using Firefox a window will appear asking you to Save The File. Click on "Save File". When the download is complete a downward pointing arrow will appear in the top right of the browser window, click on this and the window that opens.

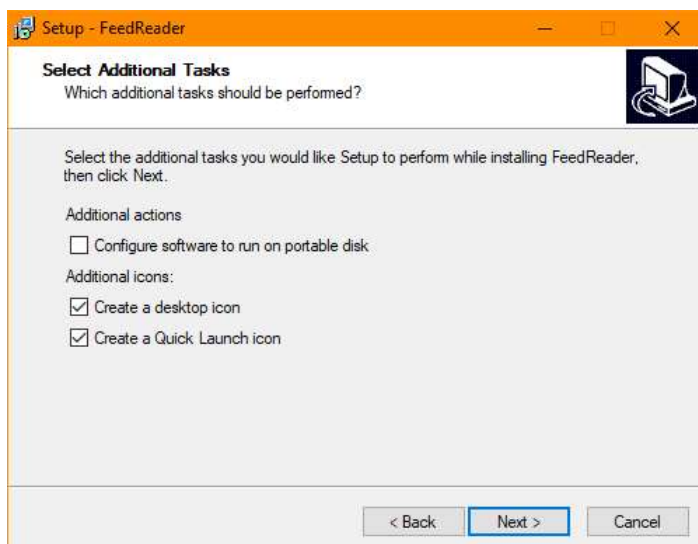
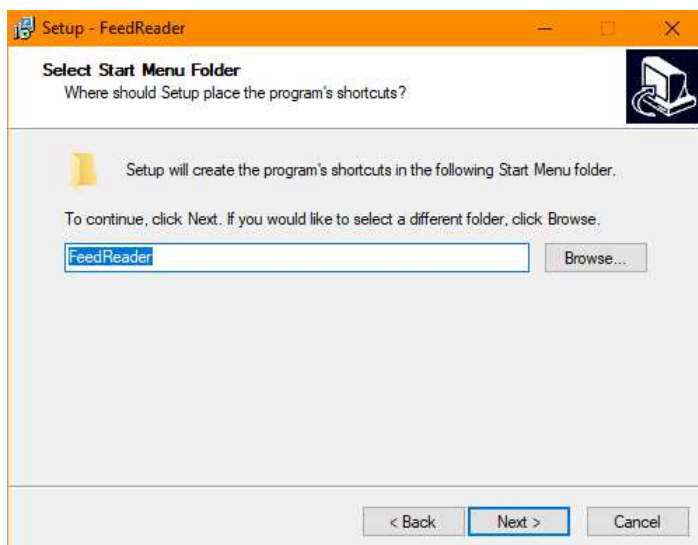
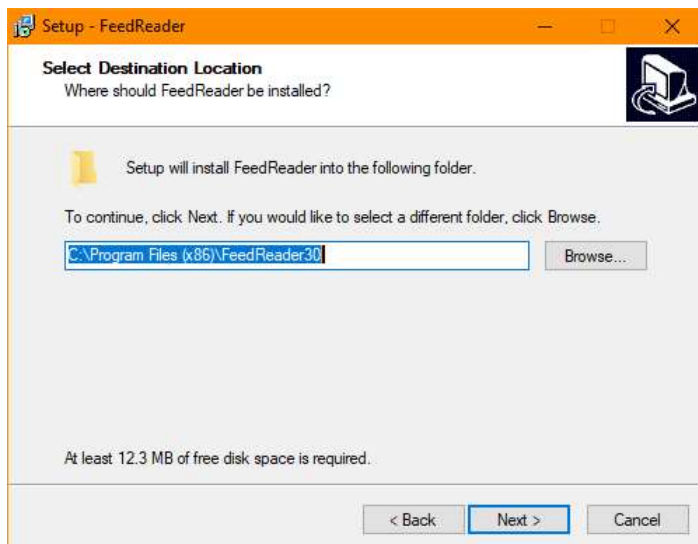
Your screen will then go blank except for one window in the middle of the screen which invites you to install Feedreader – Click on "Yes"

Next you will be presented with a series of windows. Please click on "OK" or "Next" for each one that appears. Here are the windows:

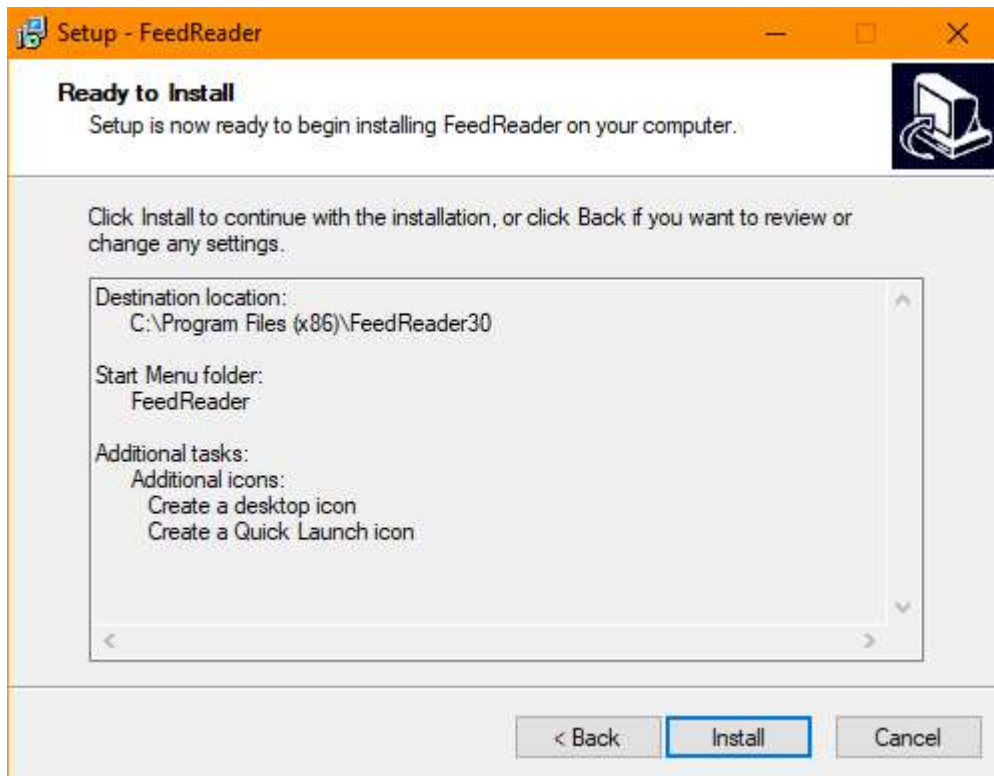


Accept the agreement





And finally click on "Install"



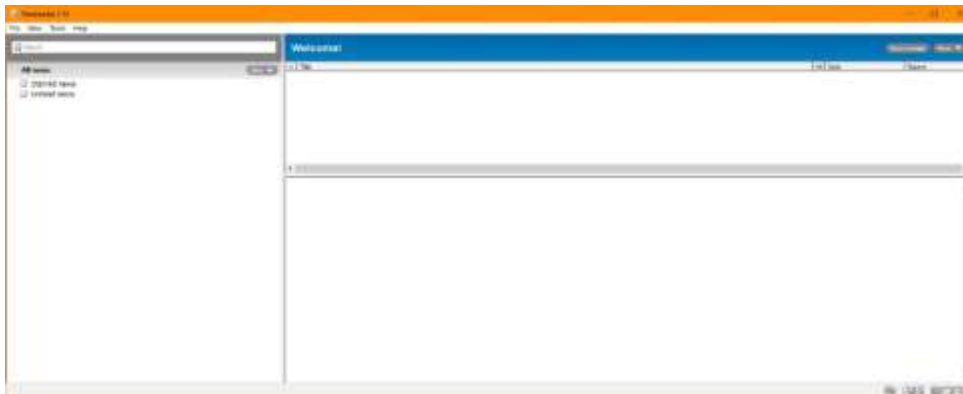
After a few seconds Feedreader will be installed.

If it doesn't open automatically click on the icon on your desktop or use the Windows 10 Menu.



## Using Feedreader.

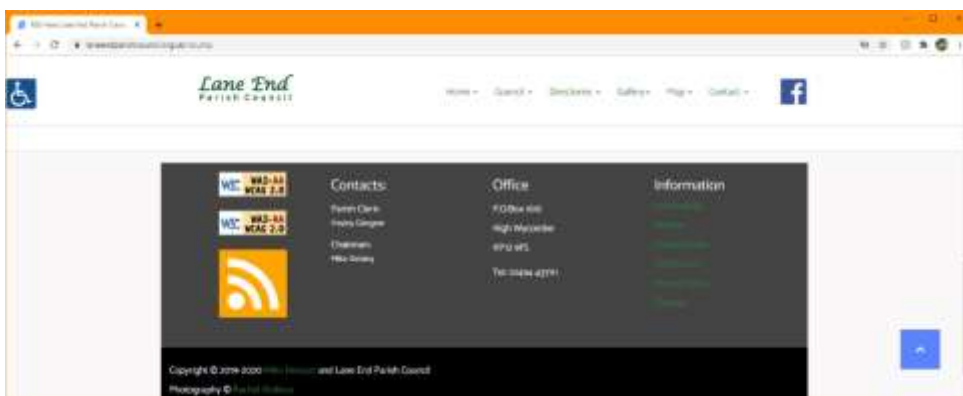
Now you've successfully installed Feedreader we need to give it something to read.



For the purpose of this tutorial we will be using the RSS Feed from Lane End Parish Council, you will probably want the feed from a different site or sites so you will need to go to the website you want to watch.



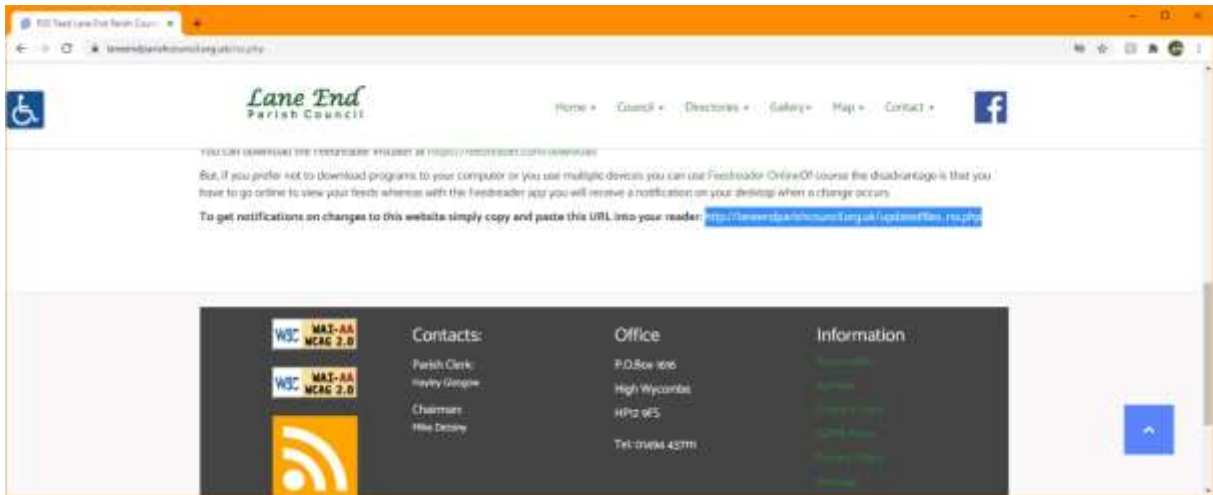
Once you've reached the site you'll need to look for the RSS Feed and this is usually shown as the RSS Logo. In the case of the Lane End website it's located in the footer.



Websites vary on how they deliver the location of the RSS Feed. Some will open a new page, some will copy the address to your clipboard.

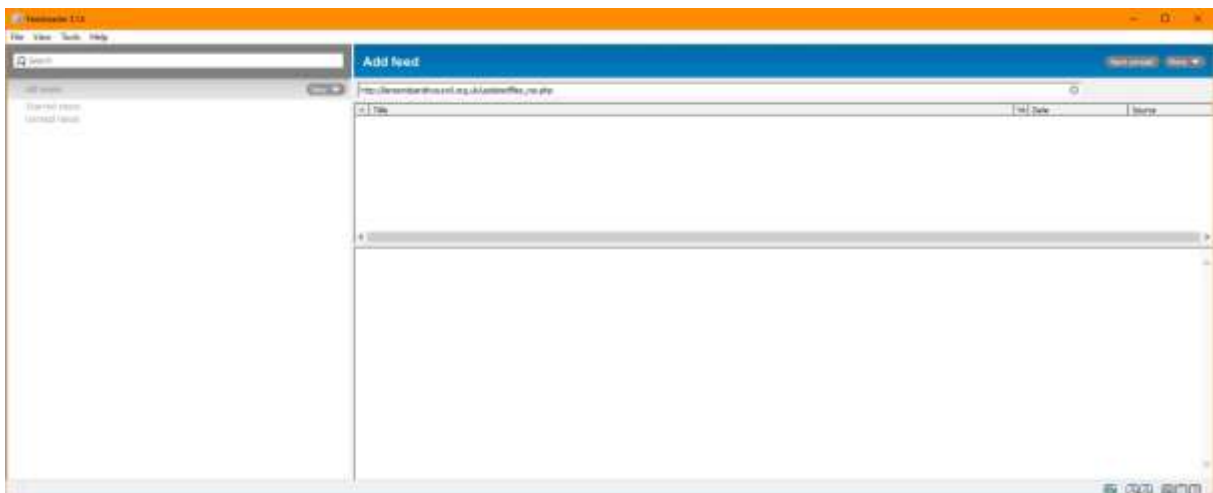
On our websites we provide an RSS page which explains more about RSS and of course links to this tutorial.

When you open the page you will find the address of the RSS Feed at the end of the text section.



Highlight and copy the address as shown above.

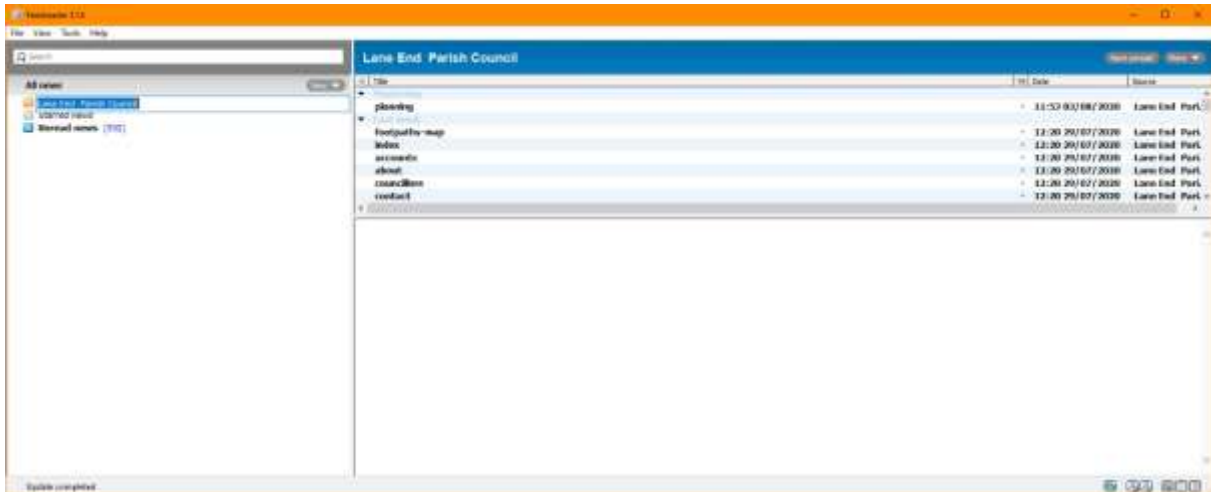
Now go to Feedreader and click on "New" and paste the address in the space next to the "New" button.



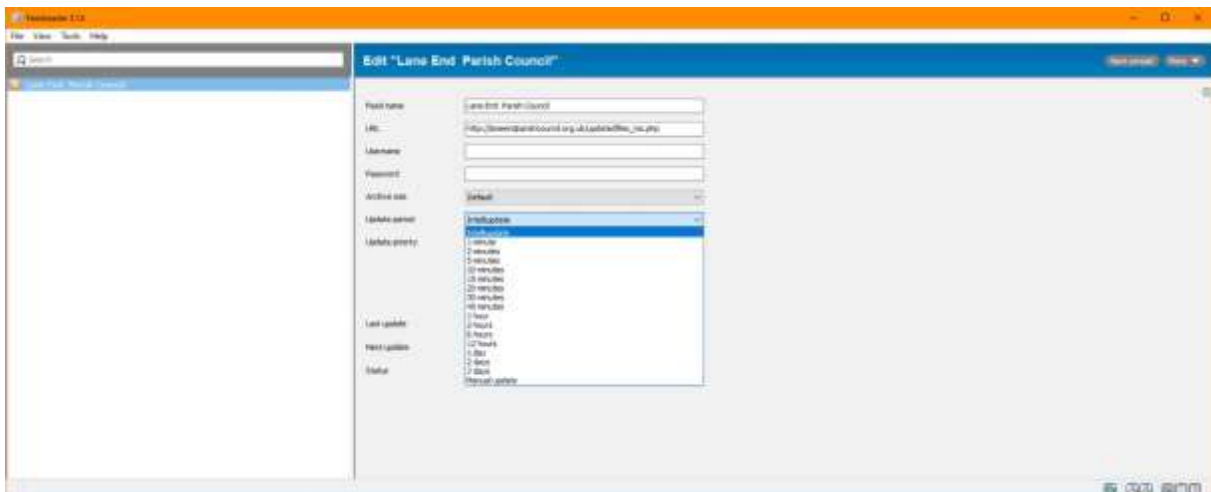
And click on "OK"



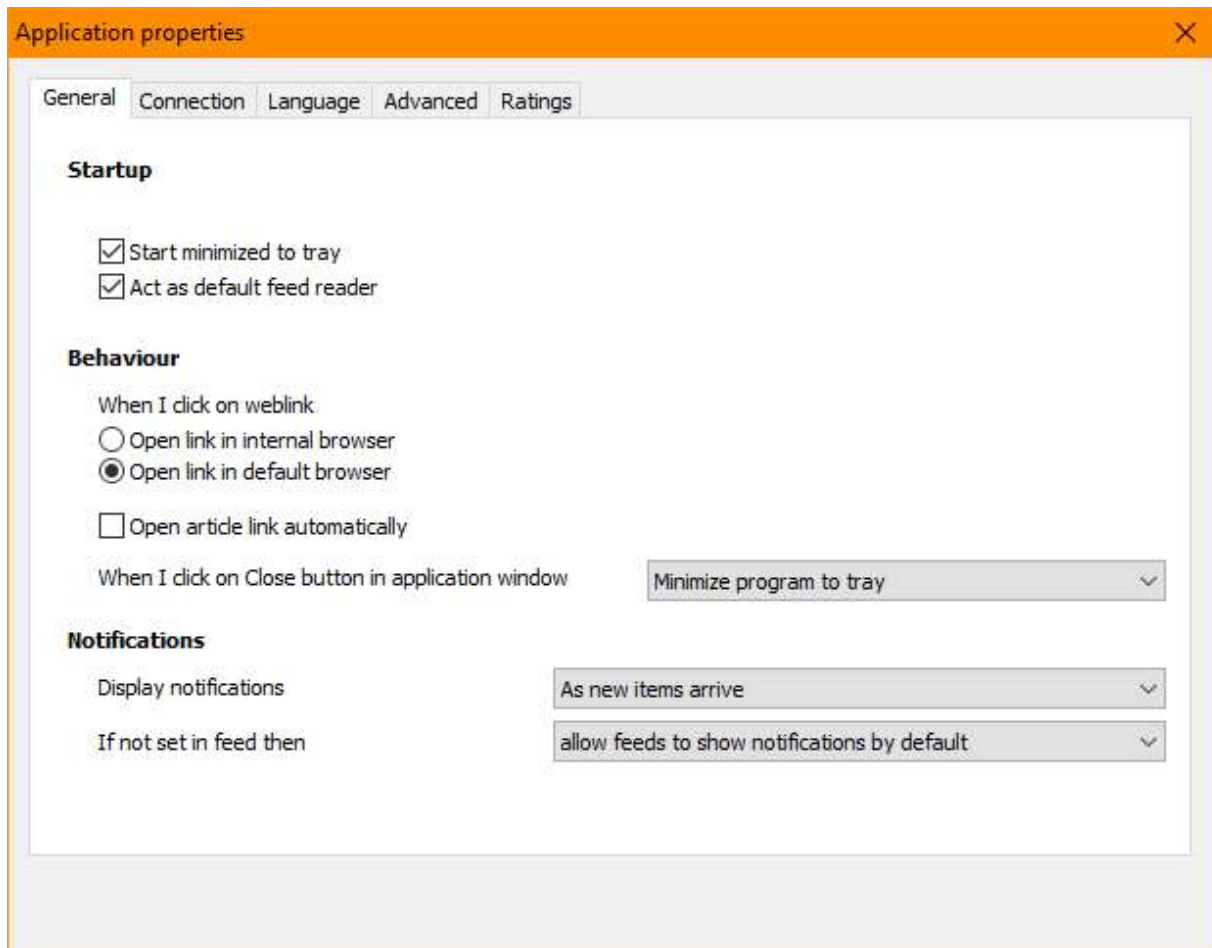
The feed should now appear.



When you first receive a feed all the information contained in the feed will be unread so the first thing to do is to right click on the feed name (in this case Lane End Parish Council) and click on "Mark this feed read", then right click again and select "Edit Feed".



Click on the drop down for "Update Period" and set how often you want Feedreader to check for changes to the feed and then click "Save". To close this window there is a small x in a circle in the top right.



Finally, you need to make a couple of changes to the options.

Press F12 or open the Tools Menu and click on Options.

Ensure The "Start minimized to tray" and Act as default feed reader are both ticked

Select "Open link in default browser"

Select "Minimise program to tray" as the action on clicking the close button

Select "As new items arrive" for Display Notifications

Select "Allow feeds to show notifications by default" against If not set in feed

That's it, you're good to go.

Now add more feeds.....