

News Headlines and Stories

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Viewing news headlines and stories

The Quotes and Barometer window can retrieve headlines from stories released by various news services. The headlines that appear are from those news services enabled by the user's data provider. When establishing an account, you select the news services that you want to receive stories from.

Note

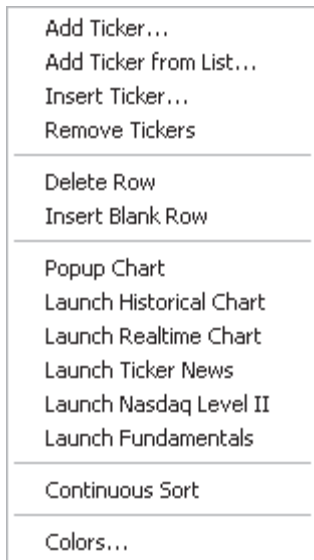
Duplicate news stories may appear if you have subscribed to more than one news service.

In addition to the headline, the headline window lists a date and time for each story.

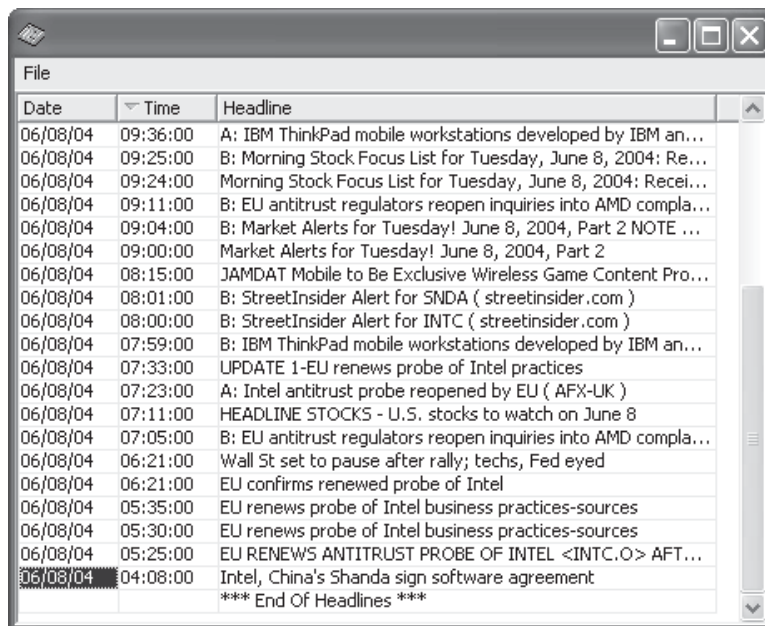
Viewing news for a specific ticker

► *To access news stories for an individual ticker:*

1. Select a ticker from the Ticker List by clicking on it with your right mouse button.
2. From the menu that appears, select **Launch Ticker News**. A list of headlines for stories concerning the selected ticker will appear.
3. To view an individual story, double click on that headline.



Right Mouse Click menu for tickers



News Headlines screen for Intel

Sorting the list of headlines

The list of headlines shown in the News Headlines screen can be sorted in the order of any of the three columns, *Date*, *Time*, or *Headline*.

► *To sort list of headlines:*

- Click on a column head with the **left** mouse button. Using the data in the selected column, rows are instantly sorted in alphabetic or numeric order. Clicking a second time on the same column head will reverse the sorting order (from ascending to descending or vice versa).

Printing news headlines and stories

Headlines

A list of headlines from the current day's stories can be printed. Options for setting up, previewing, and printing are found on the *File* menu.

► *To print a list of headlines:*

1. To set up the page, select **Page Setup** from the **File** menu and specify margins for the printed page.
2. To preview the page (or pages) before you print, select **Print Preview**.
3. To print, select **Print** from the **File** menu.

News stories

When a story is displayed in a story window, it can be printed by selecting **Print** from the story window's **File** menu.

Saving a news story to a file

► *To save a story:*

1. With the story displayed in a story window, use your mouse to select the entire story or a part of the story that you want to save.
2. To save, select **Save** from the **File** menu.
3. Use the *Save* dialog box to specify a name and location for the file that will contain the saved story.

