

Viewing News



The Marketplace portlet to the left of the home page allows users at participating Newspapers to access their contributed news (Text, Photos or Graphics) as well as news contributed by other Marketplace users.

To view Marketplace content, click the desired news topic within a category (Ex: **Member Marketplace** → **Member State Marketplace** → **Politics**).

Contributing News

Submitting Individual Stories

To contribute news to the Marketplace, click the **Manage** link in the Navigation bar; then, click **Contribute** under the Marketplace heading. The *Contribute* page appears.

Specify all required information (pink and green highlighted boxes) as well as any other information that you would like to define for this news item.

Tips:

- **Light pink boxes** – Required to save the news item; **Green boxes** – Required to publish the news item; **Dark pink boxes** – Required to send the news item to AP Editors.
- **Story Link** box – If your news item exists on the Web, enter its URL.
- **Notes** box – Enter any editor's notes (Ex: ***Not for printed use***).
- File formats allowed for uploading – Photos: *JPEG*; Graphics: *PDF, EPS, AI, FH9*.

When done:

Click...	To...
Save	Save the news item without submitting it to the Marketplace.
Publish	Submit your news item to the Marketplace, so users can access it.
Preview	View your created news item in a separate window.

Note: You can preview your news item any time during its creation.

Submitting a News Feed – Auto Publish

To contribute your entire news feed to the Marketplace, click the **Manage** link in the Navigation bar; then, click **Auto Publish** under the Marketplace heading. The *Auto Publish* page appears.

Then, specify your desired distribution and restrictions (similar to the settings from the *Contribute* page). Ensure that you set the Auto Publish **Status** to **Active** to have your news displayed in the Marketplace.

Managing News

The *Contribution Lineup* page allows you to view and manage all of your saved or published news items created from the *Contribute* page. Saved items are listed under *Not Yet Published Documents*; published items, including items submitted to the Digital Cooperative for content enrichment and items sent to AP Editors, are listed under *Published Documents*.

To open the *Contribution Lineup* page, click **Manage** in the Navigation bar. Then, click **Lineup** under the Marketplace heading.

Managing News, con't

Contribution Lineup

Not Yet Published Documents | Published Documents

Keywords: Search

Results 1 - 9 of 9

Date	Headline	Remove	Publish
1:00 AM 9/17/2009	Trailblazing PA Pool Wants More Blacks Swimming Over the sound of R&B music piped through a loudspeaker, a group of mostly black children whooped with delight as they splashed around the crystal blue waters of an outdoor pool under the warm summer sun.	<input type="checkbox"/>	<input type="checkbox"/>
1:00 AM 9/17/2009	Beijing Paralympics Wheelchair Tennis Japan's Shingo Kunieda reacts after defeating Netherlands' Robin Ammerlaan	<input type="checkbox"/>	<input type="checkbox"/>
1:00 AM 9/17/2009	Russia Wary of Spain for Fed Cup Final Russia, missing its top players, bids to retain the Fed Cup this weekend against a Spanish side hopeful that playing at home, at altitude and on clay will provide the ingredients for an upset.	<input type="checkbox"/>	<input type="checkbox"/>

Preview

Photo

Member Name: VICTORIA ADVOCATE
Member City, State: VICTORIA, TX
Headline: German Siberian Tiger Cub
Dateline: Berlin, Germany
Audience Scope: Global
Priority: Routine news - r (4)
Slugline: GERMANY TIGER CUB
Story Link:
Copyright: Copyright 2009 VICTORIA ADVOCATE
Publish Date: 9/17/2009 1:03:30 AM
Byline: Markus Schreiber
Byline Title: MBR
Author Contact:

Saved and Published News Actions

To...	Do this...
Search for specific items	Specify one or more words from the item's headline in the Keywords box; then click Search . For partial words, use the (*) wildcard (Ex: <i>Professional *ball</i>).
Publish or remove saved items	Select the corresponding Publish and/or Remove checkbox(es) for the item(s) that you want to publish or delete; then, click Commit . Note: If the Publish checkbox for an item is unavailable, edit the story and ensure that all required boxes are specified.
Edit a saved item	Click the item's content icon (📄=Text; 📷=Photo; 📊=Graphic). The item's Contribute page opens.
Preview an item's full story	Click the item's headline. The preview appears at right. Click Hide to remove the preview.
Page through items (for multiple pages)	Click one of the page navigation buttons or select a page number from the Page menu.
Change the number of items on a page	Select the desired page length from the Page size menu.
Refresh the items	Click .
To sort the items	Click the appropriate table heading. Click the heading once or twice to sort the items in either ascending or descending alphabetical or date order, respectively.

Published News Actions

To link a photo to a story (making it easier for others to access both):

Click the relevant **Link** checkboxes; then click **Link**.

To publish (refile) a news item (for mobile and other content enriched items):

For individual items: Click **Publish to Marketplace** for the item. Select the distribution; then click **Publish**.

For multiple items: Click the relevant **Refile** checkboxes; then click **Refile**.

Using the links beneath the headline:

Date	Type	Headline
8:48 PM 9/16/2009		Elementary to be dedicated on Sunday Ella Schorlemmer Elementary School will have its dedication at Sunday.

Update - Correct - Kill - Linked Media - Stats

Click...	To...
Update	Open the item's Contribute page . Enter changes; summarize the update in the Notes box. Then click Update . A new updated version is added to the Marketplace.
Correct	Open the item's Contribute page . Enter changes; summarize the correction in the Notes box. Then click Correct . A new corrected version is added to the Marketplace.
Kill	Remove this item's content from the Marketplace. Please kill only the original item, and not the updated or corrected versions.
Linked Media	Display all media that is linked to this item. Click the item's headline to preview it.
Stats	Display the number of times that this item was viewed, downloaded, updated or corrected.