



Retrieving News Headlines

When using PA News, your first action is to use the Input Area to define criteria that will search for and retrieve relevant headlines.

The PA News Input Area is arranged as follows:

Date/Time	1650	18/01/95	Send
Prior	30	Minutes	Clear
Type	Headlines	Word	
Profile	ALL NEWS	Ref	

Click on the required item for more information.

The actions required to make a headline enquiry are as follows:

1. Set the search criteria using the various input fields. If you do not change any fields, then the standard search criteria will be used (all news stories from the previous 30 minutes).
2. Click on the Send button to begin the enquiry.

Once the enquiry is made, a corresponding entry is added to the top of the library using either the selected Profile or the Reference (if one was entered) as the heading.

As the relevant headlines are received, they are displayed chronologically in the lower section of the Product Area. You can then tag the headlines of the stories that you wish to view.

Refer to Retrieving News Stories for more information.

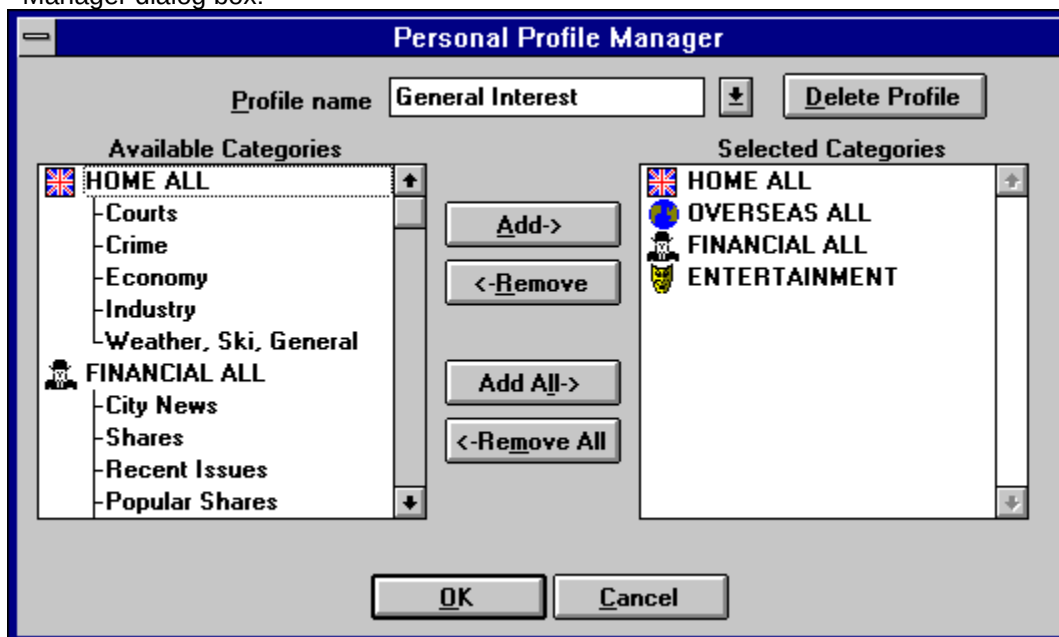
See also

Retrieving News Stories Immediately

User Profiles

User (or Personal) Profiles allow you to create your own unique mix of categories and sub-categories that are used to search for stories of particular interest.

To define a profile, select the Profiles... option from the Options menu to open the Personal Profile Manager dialog box:



Click on the required item for more information.

[The actions required to create a Profile](#)



User Profiles 2

The actions required to create a Profile are as follows:

1. Enter a name for the Profile (click on the arrow to see existing Profile names).
2. Add one or more of the Available Categories to the Selected Categories list by:
 - Double-clicking on a single Available Categories entry, or
 - Highlighting a single Available Categories entry and pressing the Space Bar, or
 - Highlighting one or more Available Categories entries and clicking the Add-> button, or
 - Clicking the Add All-> button to include all Available Categories entries.

Entries can be removed from the Selected Categories list in a similar manner but using the <-Remove or <-Remove All buttons, or by highlighting an entry in the Selected Categories list and pressing the Space Bar.

When you have fully defined your new Profile, click the OK button to save it. Note that you must leave the PA News product (i.e. briefly click to another product and back again) before the new Profile will appear in the Profile listing in the Input Area.

Return to Previous ◀

See also

[Making a PA News Enquiry](#)

[Search Categories](#)

Date

As standard, this entry will show the current date. You can review news from within the last 30 days by decreasing the day setting. This can be changed by clicking on the adjacent up/down buttons or by highlighting the day entry and pressing the Up/Down Arrow keys.

You may also type values directly into the date field and while any numeric values are accepted, an invalid entry will cause an error message to be displayed when the Send button is clicked.

For obvious reasons you cannot advance the date entry further than the current date.

Time

This entry shows the current time to the nearest 10 minute increment. You can review news from any time within the current day by decreasing the time setting. This can be changed by clicking on the adjacent up/down buttons or by highlighting the time entry and pressing the Up/Down Arrow keys. This field uses either the 12 or 24 hour clock depending on the time setting within the Windows Control Panel. If you decrease the time past 12 midnight (0000), the date entry will decrease to show the previous day.

You may also type values directly into the time field and while any numeric values are accepted, an invalid entry will cause an error message to be displayed when the Send button is clicked.

For obvious reasons you cannot advance the time entry further than the current time.

Prior period

The Prior field specifies the period before the set Time entry for which coverage is required. If the units entry shows Minutes, the Prior field increments of ten, whereas for Hours and Days, single unit increments are permitted.

Note: Avoid setting large Prior periods, especially when a general search is selected. The number of headlines retrieved can become excessive.

Type of search

Three types of search are available:

Headline returns the headlines matching the other set criteria.

Word Search - Exact returns only headlines that contain the word entered into the Word field and that meet the other specified criteria.

Word Search - Partial allows you to specify just part of a word, within the Word field, on which to base a search along with the other specified criteria. An initial enquiry is made and a list of qualifying words are presented in one of two display boxes in the lower section of the Product Area. By highlighting one or more required words in the left display box and clicking the >> button (or the Add All button), you can form a list of valid search words in the right display box. When all required words have been selected and entered, click the Get Index button to retrieve appropriate headlines.

Word Searches are an efficient and precise method of specifying required headlines and so when using them it is often advisable to widen the other criteria such as the time period and categories.

Word

When using the Exact or Partial Word Search functions (selectable from the Type field), the characters entered into this field will be used as the basis for the search.

Profile

Profiles allow you to limit an enquiry to a particular news category or group of news categories. As standard, the program resorts to the All News setting and so recovers relevant items from all categories. The list box provides the following main categories:

-  All News
-  Sports
-  Home
-  Features
-  Financial
-  Entertainment
-  Overseas
-  Elections
-  Parliamentary
-  United News Service

Note: The categories are fixed and only one main or sub-category can be selected for any one enquiry.

User Profiles

The User Profiles entry allows you to configure customised mixtures of categories. For more information about these, refer to **User Profiles**.

Ref

An optional field for entering a reference for the enquiry. The characters entered here will be used as the heading for the enquiry within the library. If no reference is entered, one will be generated automatically.

Send

Initiates an enquiry using the configured criteria.

Clear

Returns the input fields to their default settings.

Retrieving News Stories Immediately

If you look at the right hand side of the Status Bar at the foot of the window, you will see that the enquiry connection remains active for a short time after the last headline is received. This feature allows you to quickly select one or more headlines and retrieve their stories using the same enquiry.

Profile name

Allows you to enter a name under which the Profile will be known. Existing Profiles can be recalled and edited by clicking on the arrow to view a list of existing names.

Delete Profile

Removes the currently selected Profile from the listing.

Available Categories

Displays a selection list of all available news categories and sub-categories.

Selected Categories

Displays the categories that have been chosen for use in searching for news stories.

Add->

Adds one or more categories to the Selected Categories list.

<-Remove

Removes one or more categories from the Selected Categories list.

Add All->

Adds all categories to the Selected Categories list.

<-Remove All

Removes all categories from the Selected Categories list.

OK

Exits from the dialog box and saves any changes made.

Cancel

Exits from the dialog box and discards any changes made.

