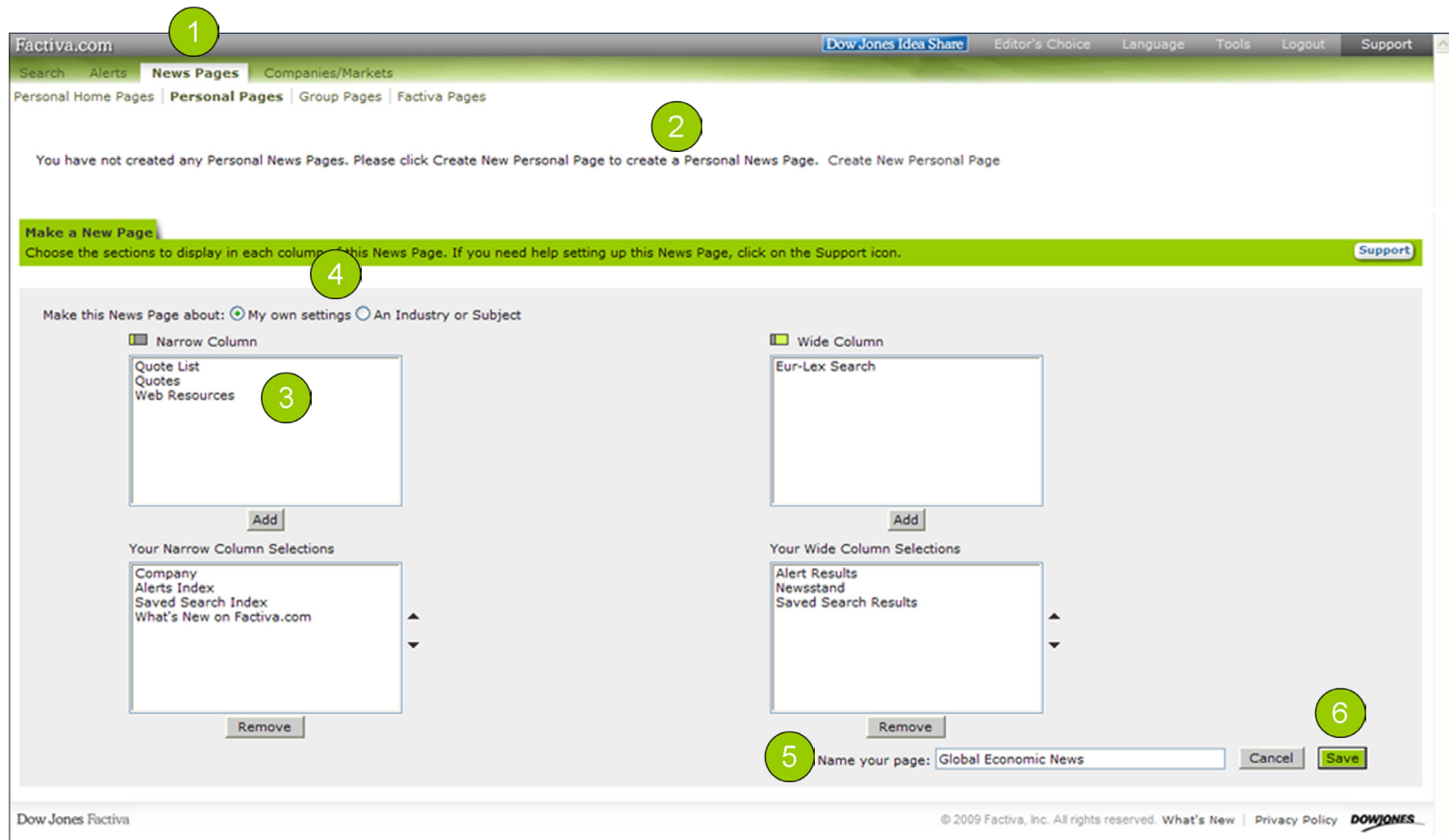


News Page is an information portal that allows you to browse the current issues of your “must read” newspapers and business magazines, view Alert results, perform a Company Snapshot and more from a single page. You can build a Personal Page and bring together your frequently used Factiva.com features. In addition, Group Pages can be created by an administrator to share information among specific departments or across your entire organization. You also have access to Factiva Pages, created by Dow Jones Editors, which provide a collection of ready-to-use regional or industry focused pages.



Create a Personal Page

This gives you a single view of your Saved Searches, top newspapers, and current market performance.

- 1 Choose the [News Pages](#) tab and click the [Personal Pages](#) link from the sub-menu.
- 2 Click the [Create New Personal Page](#) link and the Make a New Page screen will appear.
- 3 Highlight sections from the Narrow and Wide Columns and click [Add](#). Your selections will appear in the bottom half of the screen.
- 4 To add industry or news subject content, select the radio button and choose from the [Make this News Page](#) about drop-down menu. This will add Top Industry or Subject Sources and News to your selections.
- 5 Enter a name in the [Name Your Page](#) text box.
- 6 Click [Save](#).

Note: If you have selected News Page sections (e.g. Newsstand) that require more information, you will see an Edit Sections page. From the Edit Sections page, edit the items for each of the tabs. For example, on the Newsstand tab, you would select up to 10 publications that you would like to have displayed.

Receive the current day's news at a glance by setting up a Newsstand to see key headlines of the day from major news and business publications.

- 1 Click the [News Pages](#) tab.
- 2 Click [Personal Pages](#) and select one from the drop-down menu.
- 3 Click the [Edit](#) link next to the drop-down menu. You will be presented with the Update Page screen.
- 4 Select [Newsstand](#) from the Wide Column and click [Add](#).
- 5 Click [Save](#). You will be presented with the Edit Sections screen.
- 6 From the Newsstand tab, select up to 10 publications. Selecting the name of the publication will display headlines from the Front Page or Cover Stories.
- 7 To display other sections, click the + next to the publication name. A list of available sections will appear. Make your selections, click [Add](#) and [Save](#).