

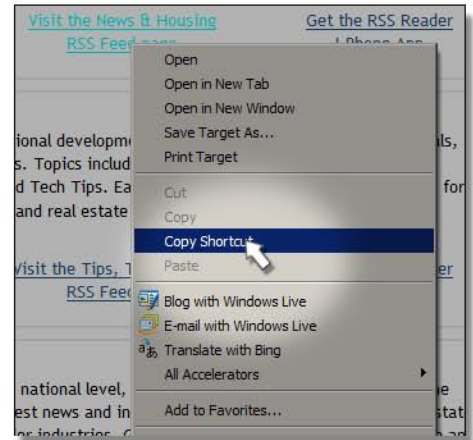


Add an RSS Feed to your Outlook Account

Depending on your Outlook setup, there are two methods of adding HousingMatrix RSS Feeds to your Outlook Account.

METHOD 1) COPY AND PASTE (See screenshots to right)

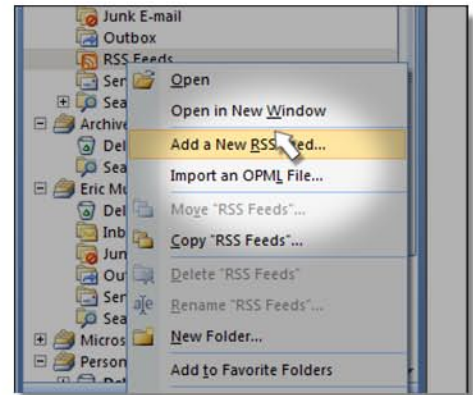
- 1) In your Internet browser navigate to:
<http://www.housingmatrix.com/index.php/subscribe-to-rss-feeds.html>
- 2) Choose the RSS Feed you would like to add to your Outlook account, right-click on the “Visit the (feed name) RSS Feed page” link and left-click on “Copy Shortcut”
- 3) Open Outlook and locate the “RSS Feeds” icon in your Mail Folders tab. Right-click on the RSS Feeds icon and click “Add a New RSS Feed...”
- 5) In the “Enter the location of the RSS Feed you want to add to Outlook:” field paste the link you copied previously by hitting CTRL-V on your keyboard. Click “Add”
- 6) The “Add this RSS Feed to Outlook?” window pops up. Click “Yes”



The RSS Feed is added to your account. The latest ten posts will appear in your RSS Feed folder. Your Outlook account will automatically receive new feeds as they are added to the HousingMatrix web site.

METHOD 2) AUTO SUBSCRIBE (See screenshots below)

- 1) In your Internet browser navigate to:
<http://www.housingmatrix.com/index.php/subscribe-to-rss-feeds.html>
- 2) Click on the “Visit the (feed) RSS Feed Page” of your choice
- 3) Click the “Subscribe to this Feed” link
- 4) The “Subscribe to this Feed” window pops up
- 5) Make sure “Feeds” in the “Create in:” list is selected
- 6) Click “Subscribe”



The RSS Feed is added to your account. The latest ten posts will appear in your RSS Feed folder. Your Outlook account will automatically receive new feeds as they are added to the HousingMatrix web site.*



*If the RSS Feed does not appear in your Outlook account, your version of Outlook is not configured to auto-synch with your browser. You must use the “Copy and paste” method above.

