



Fastmarkets Dashboard User Guide

News

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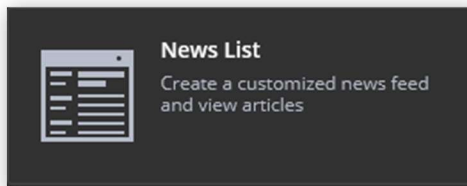
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INTRODUCTION

Customize headlines and articles you view, discover the key drivers behind price moves, get the big picture of markets or understand what competitors are doing using the Dashboard News List widget.

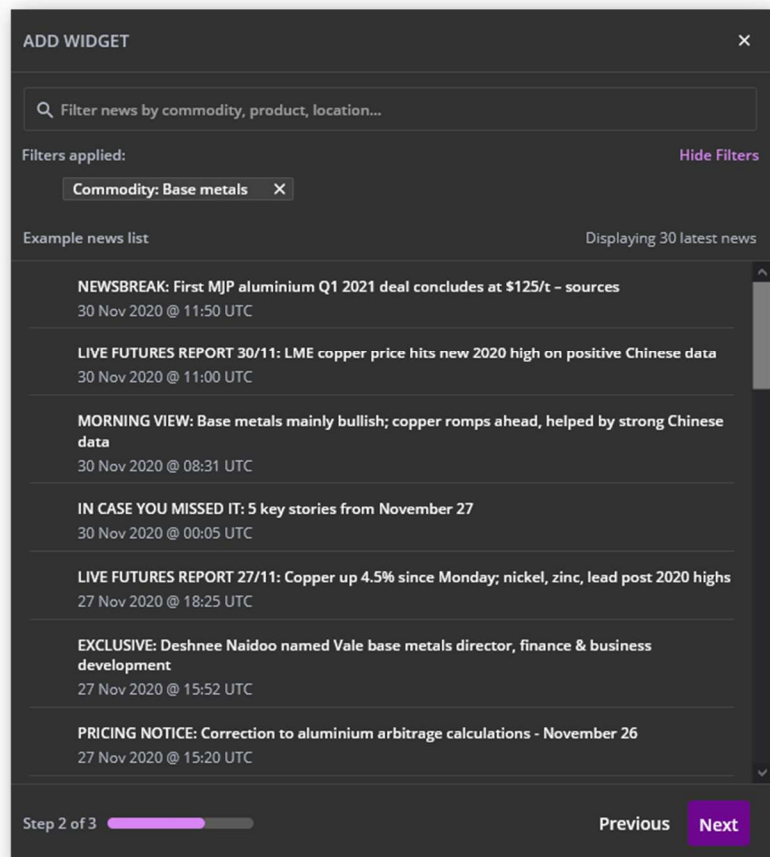
ADD AND SEARCH FOR NEWS USING THE NEWS LIST WIDGET

The News List widget allows you to The search tool provides the ability to filter by article type, source, commodity and/or metal product, region and source of article - or to find specific topics or company news using keywords.



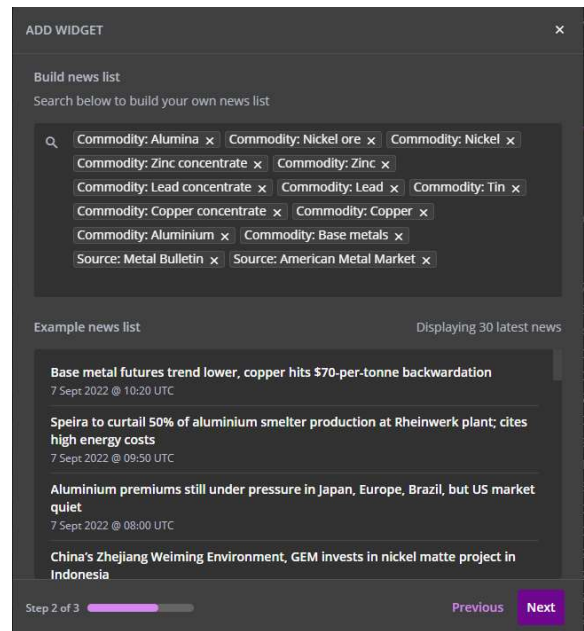
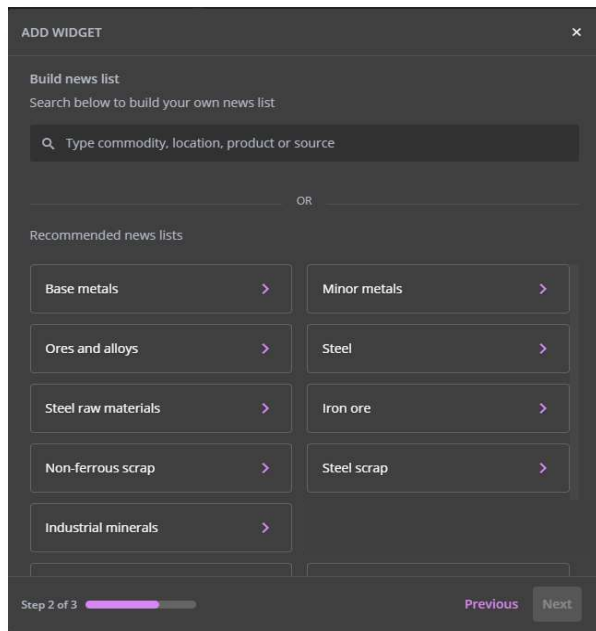
To add it to a workspace, click Add Widget > News List > Next. This opens the search tool. Please refer to the “Search” section for more information on performing advanced searches.

The following example shows a search for news on base metals. Type “base metals” into the search box and select the Base Metals commodity filter. Click Next to select the workspace to which to add the widget, then click Confirm.



Search for news using pre-populated search filters

When adding a News List widget the Search Tool will provide easy to use pre-populated search criteria making it faster to find the news for the markets you follow. In this example Base metals has been selected, adding relevant filters:

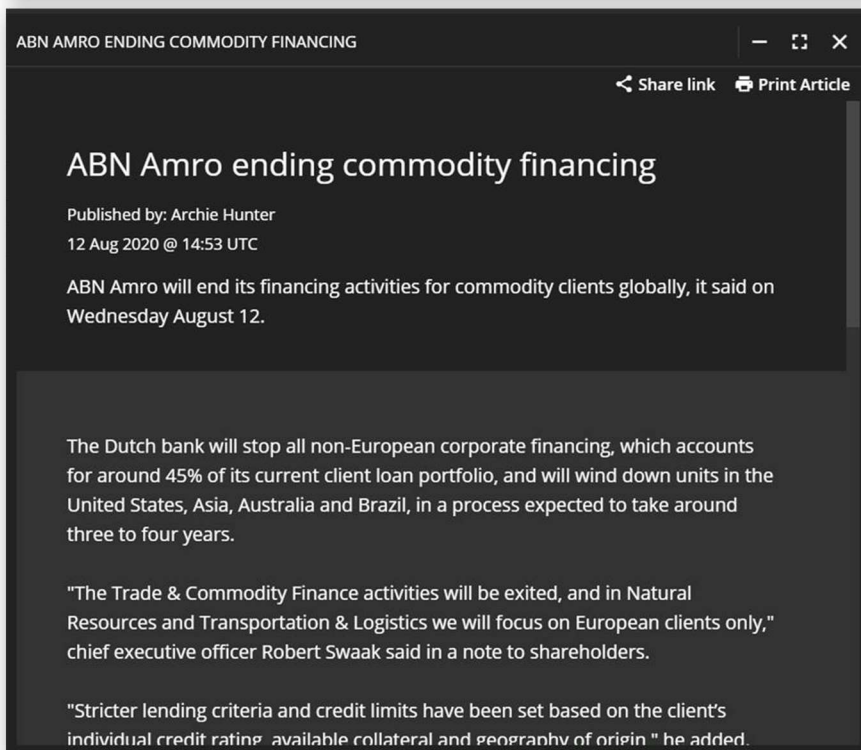
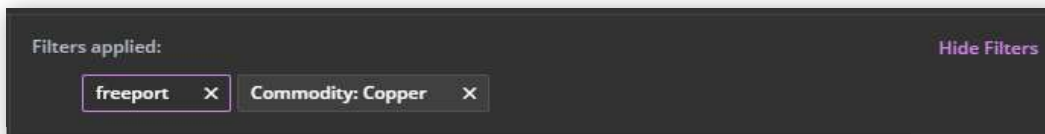


Click Next to save to the widget.

Search by keyword(s) for news

Searching by keyword(s) will return results for stories with the word(s) in the headline or body text of an article. In the Search, enter a text term and click on the ALL tab for price and news results. Click the PRICES or ARTICLE tabs to view results returned specifically under those types.

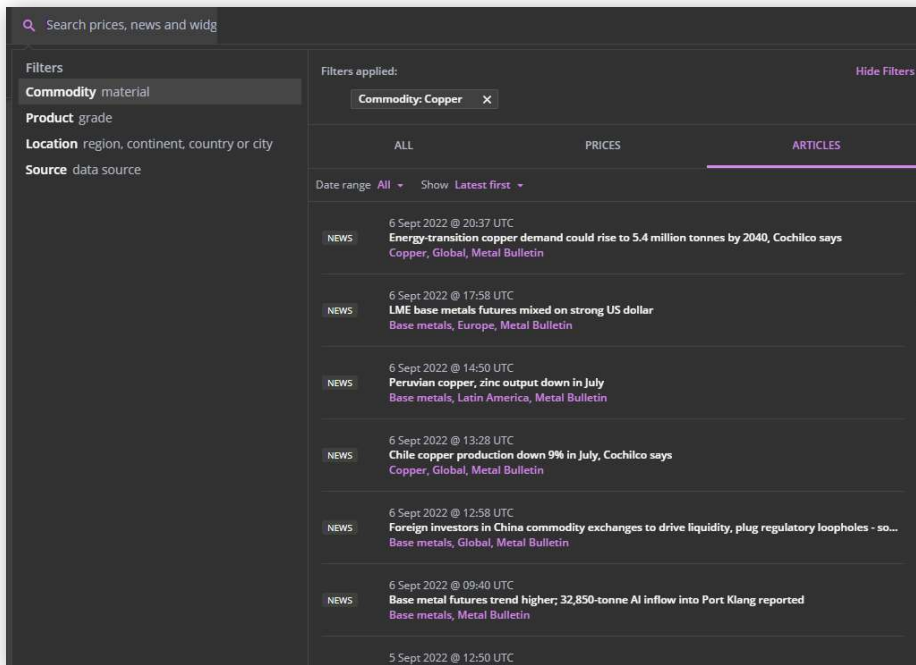
For example, if you are looking for news involving mining company Freeport McMoRan, enter “Freeport” in the Search tool at the top of the Dashboard, then click Enter. You can also search under a filter. Type Commodity and press Enter. A list of commodities populates the column on the left. Pick a commodity to search for – for this example, we will use Copper. Notice the difference between searching for a keyword (black box with purple border) or the built-in filter (dark grey box with text). Press Enter.



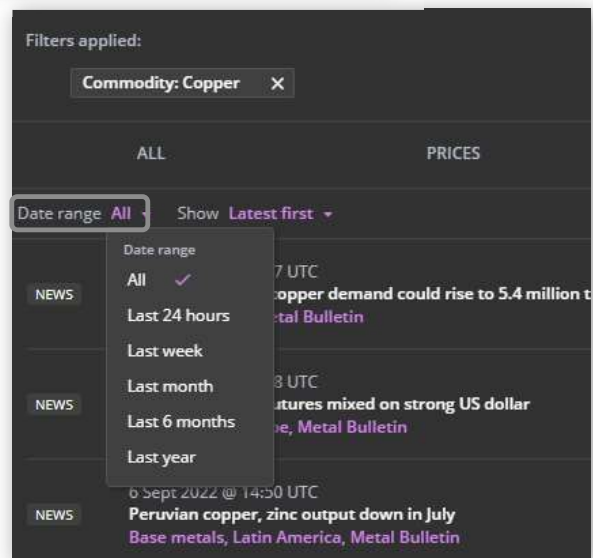
From the search list, click the ARTICLES tab. To view an article, click the “Launch article” icon to the right of the headline.

How to search for news by date

Start typing your search criteria in the search bar at the top of the dashboard. Hit Enter and the results are displayed. Next select the ARTICLES tab.

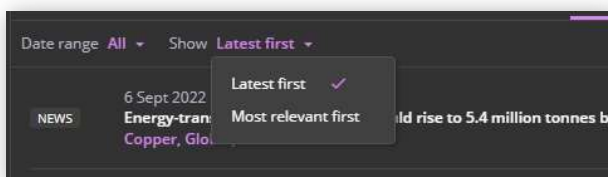


You can change the Date Range using the dropdown. The default is 'All' but you can choose from a pre-defined list of date ranges which will apply to the search results.



You can also apply sorting by clicking on the 'Show' dropdown. There are two options:

- Latest first – shows news articles from latest to oldest
- Most relevant first – shows news articles from most relevant to less relevant.



The default is Latest first.

EDIT AN EXISTING NEWS SEARCH

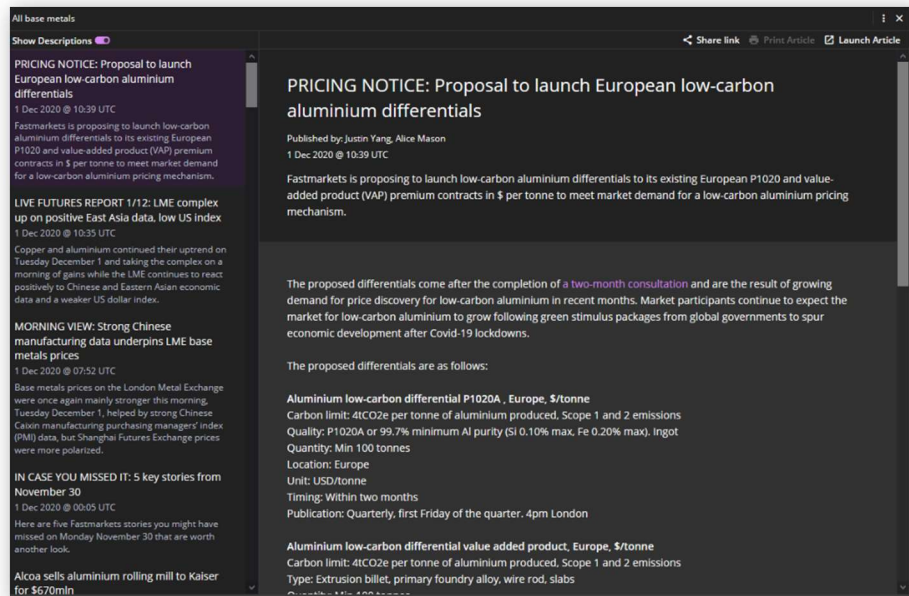
You can edit a news search to better reflect the type of content you are seeking. For example, to make the base metals search specific to Europe, click on the “Widget actions” menu in the top-right corner, select “Edit widget” to return to the search and then amend the search keyword or filters (in this case, Location: Europe).

VIEW THE ARTICLE READING PANE

By default, the News List widget is a 2x2 grid size. Click on a headline to view an article. With the 2x2 grid size, any article you choose will appear in a separate pop-out reading window. If using the Fastmarkets Dashboard via web browser, articles will open in a new browser tab.

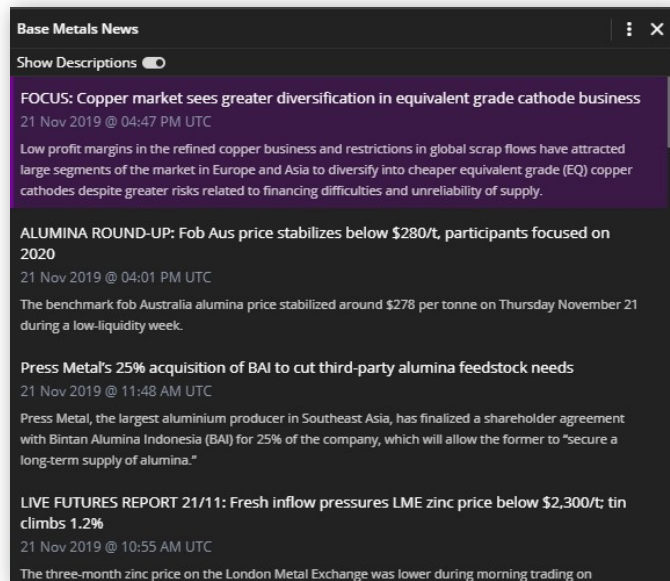
A maximum of 32 article windows can be displayed at one time.

The News List widget can be widened to view the article reading pane next to the headlines. This can best be achieved by dragging the edge of the widget into a 3x3 grid size. The News List widget with reading pane alongside can be seen in the following screenshot.



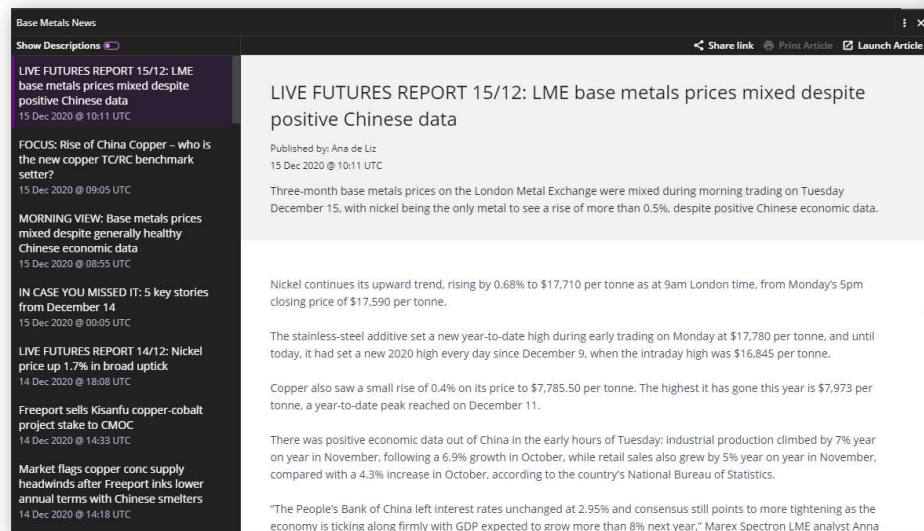
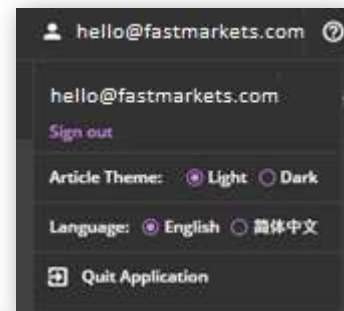
VIEW AND HIDE HEADLINE DESCRIPTIONS

You can choose to view either the headlines or the short article descriptions by clicking on the Show Descriptions toggle button in the top-left corner of the widget. Toggle to the right to show the story descriptions; toggle to the left to view only the headlines again.



AMEND THE ARTICLE VIEW COLOR SCHEME

You can change the color scheme of the article reading pane from dark (default) to light, depending on your preference. Under your user name in the top right corner of the Dashboard you can select the "Light" Article Theme radio button at the top of the reading pane, and articles will appear with a white background, as below.



You might also be interested in reading other user guides on the following topics; Newsletters, Alerts, Sharing and Market Pages.

FURTHER HELP

If after reading these instructions you have further questions about how to use the Fastmarkets Dashboard, please contact our Customer Success teams or for access/order queries our Client Services team:

- **Europe, Middle East and Africa: +44 20 3855 5581**
- **Asia: +65 31 633 458**
- **Americas: +1 708 329 2641**
- **Customer Success Email: customersuccess@fastmarkets.com**
- **Client Services Email: client.services@fastmarkets.com**