

Read all about it Microsoft SharePoint News



What is news?

SharePoint news is an out-of-the-box distribution service that gets important content to personal, team, and organizational audiences across SharePoint apps and experiences. Built on modern pages and web parts, you can tell stories with rich, dynamic content.

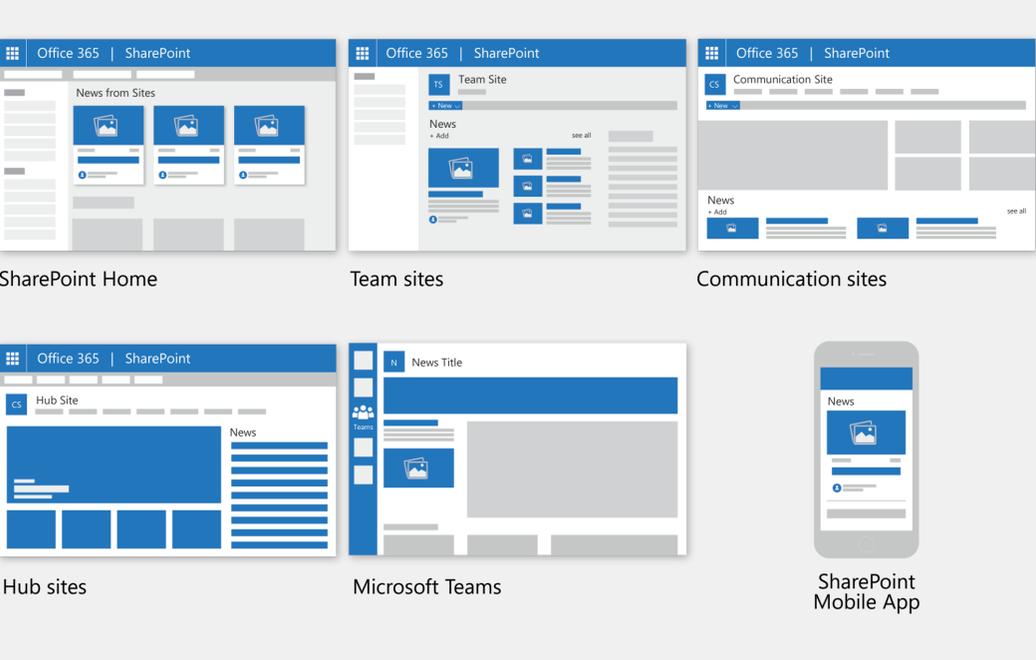
Benefits of news distribution

The benefit of news distribution is enhanced communication and sharing of knowledge throughout your organization. Here are some examples of ways to use news in different departments

- Customer Support**
 - ✓ Enable continuous knowledge sharing
 - ✓ Post guidelines and best practices
 - ✓ Get information to the field quickly
 - ✓ Share customer visit and trip reports
- Marketing**
 - ✓ Announce campaigns
 - ✓ Get eyes on the latest events
 - ✓ Promote product launches
- Finance**
 - ✓ Post earnings release
 - ✓ Share analysis of economic trends and news
 - ✓ Announce budget guidelines
- Operations & Project Management**
 - ✓ Provide status updates
 - ✓ Post project results
 - ✓ Highlight efficiencies and time savings
- Human Resources**
 - ✓ Communicate training resources
 - ✓ Announce the latest employee handbook
 - ✓ Share news about people promotions
- Engineering**
 - ✓ Share reliability and service metrics
 - ✓ Get automated reports from analytics tools
 - ✓ Post guidelines and best practices
- Sales**
 - ✓ Share key customers wins
 - ✓ Distribute latest company, product, and competitor news
 - ✓ Highlight best practices
 - ✓ Share templates and reusable assets

Where news is distributed in SharePoint

News is displayed across SharePoint experiences and apps:



How to create news posts

- Add a post from SharePoint Home**

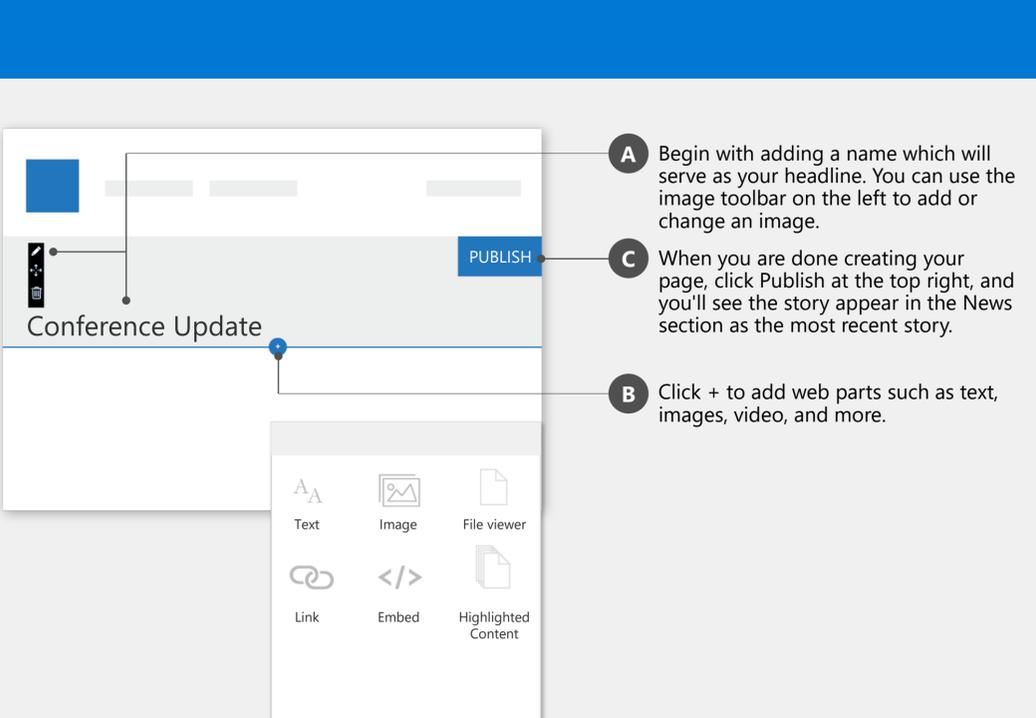
Click **Create news post**.
- Add a post in a Team or Communication site**

A In the top bar, just click **+ New > News post**.

B Under the News section header click **+ Add**.

C In the news section click the link **See All > Create News post**.
- Choose the site where you want to publish your news article.**
- Communication sites**
- On mobile, click + Add.**

Customize your news post



Use the News web part on a page

- You can add the News web part to any page. Just do this:
- A** Hover your mouse over or below an existing web part and you'll see a line with a circled +. Click on it.
 - B** In the web part search box, enter News to quickly find and select the News web part.
 - C** Click the edit pencil on the left side of the News web part.
 - D** Select the layout you want to use.
 - Top story
 - List
 - Side-by-side
 - Hub News
- Learn more about the News web part: <https://aka.ms/sharepointnews>

Change the news source

News posts are published to the Pages library of a site. You can select the site from which you want your news posts to come from.

- A** Click the edit pencil on the left side of the News web part.
- B** Choose **This site**, **All sites in the hub**, or **Select sites**.
- C** When you click **Select sites**, you can search for the site you want to add, or select one or more sites with this hub, Frequent sites, or Recent sites.

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