Really Simple Syndication (RSS) is a way for content publishers to make news, blogs, and other content available to subscribers. You can add your favorite RSS Feeds as subscriptions in Microsoft Office Outlook 2007, your favorite web browser or your favorite RSS reader application.

How to add an RSS Feed using Mozilla Firefox

1. Navigate to the “Construction – Public” portal that you are interested in receiving RSS updates from. For the purpose of this document we are interested in setting up an “Advertised Bids” notification from “The University of Alabama Construction – Public” portal site.

Enter [https://construction-estus.fa.ua.edu/default.aspx](https://construction-estus.fa.ua.edu/default.aspx) in Mozilla Firefox.
2. Under “Advertised Bids” go to “Actions” dropdown and select “View RSS Feed.”

Advertised Bids

- **Export to Spreadsheet**: Analyze items with a spreadsheet application.
- **View RSS Feed**: Syndicate items with an RSS reader.
- **Add to My Links**: Access this list from your ‘My Links’ in the bar of the page.

<table>
<thead>
<tr>
<th>Location</th>
<th>Start Time</th>
<th>End Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plants Complex - 1st Conf. Room (1205 Street)</td>
<td>4/27/2012 11:00 AM</td>
<td>4/27/2012 12:00 PM</td>
</tr>
<tr>
<td>Plants Complex - 1st Conf. Room (1205 Street)</td>
<td>5/3/2012 5:00 AM</td>
<td>5/3/2012 10:00 AM</td>
</tr>
</tbody>
</table>

3. At the top of the new page, there should be a dialog box with the RSS feed information. This box prompts you to subscribe to the RSS feed. Be sure that in the “Subscribe to this feed using” dropdown menu, you select “Live Bookmark.” After selecting that option, click the “Subscribe Now” button.

4. A dialog box will open asking for the name of the feed. It also prompts you to choose a “Folder.” Choose “Bookmarks Toolbar.” Then click “Subscribe.”
5. Firefox has added the Construction Public Advertised Bids to your RSS feeds in your toolbar. When you click the link, new additions to the feed will be listed.

6. Congratulations! You are now receiving real time notifications from the Construction – Public Advertised Bids in Mozilla Firefox.