

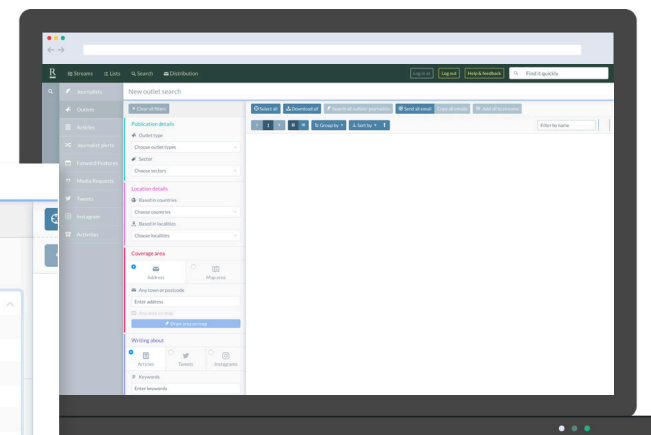
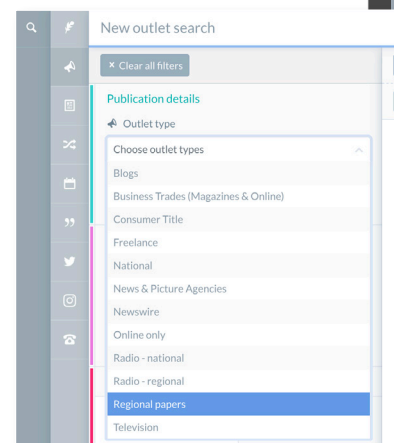


How to Search Regional Outlets and Journalists with regional mapping

Find regional outlets and journalists using our regional mapping search.

Find regional outlets using regional mapping search

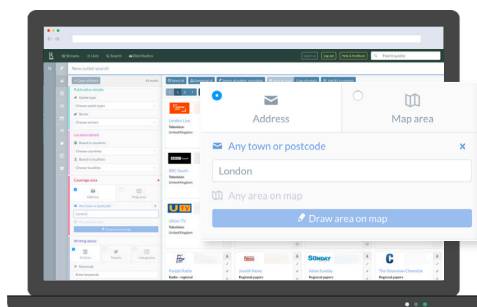
- Select the 'Search' button  on the top left.
- SMove into the **Outlets** tab  in the left sidebar.




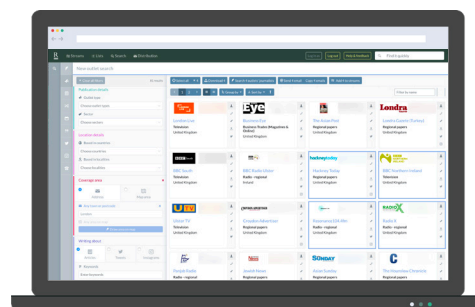
- Go to the **Publication details** field.
- Select 'Regional papers' and/or 'Radio - regional' from the drop-down menu in the 'Choose outlet types' text box.


Scroll down and select a 'Coverage' area using 1 of the following 3 options:

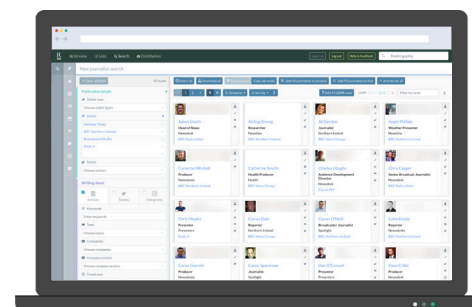
Option 1: Entering a town



- Select the 'Address' button .
- Type in the name of a specific town into the 'Any town or postcode' box.
- Your results will show all regional papers and/or regional radio outlets within the area you have selected.




- To select your chosen outlet(s) click on the white space within their profile cards.
- Once you've selected your key outlets select  Search outlets/journalists.





- Your screen will refresh and switch over to the Journalists tab.
- A new set of results will appear with a list of all the journalists writing for the regional papers and/or regional radio outlets you selected.


Group and sort Outlets and Journalist

Top Tips

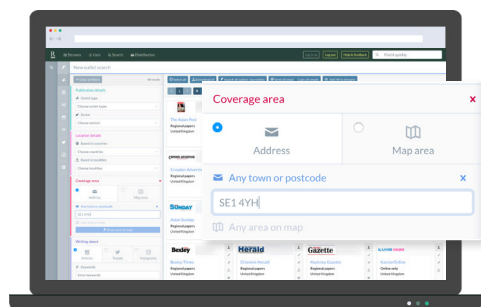
Select the Group by button  to group Outlets by Country, Outlet Type or Frequency


Select the Sort by button  to sort Outlets by Relevance and Outlet Circulation

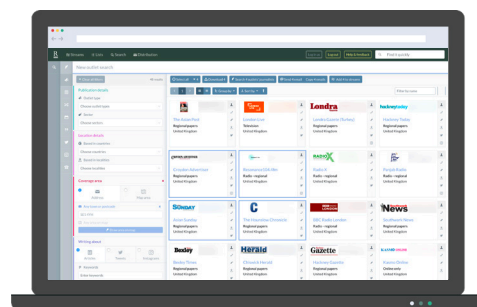
Select the Group by button  to group journalists by Country, Sector, Job Title and Outlet Type, Frequency or desk


Select the Sort by button  to sort journalists by Relevance, Name, Seniority and Outlet Circulation

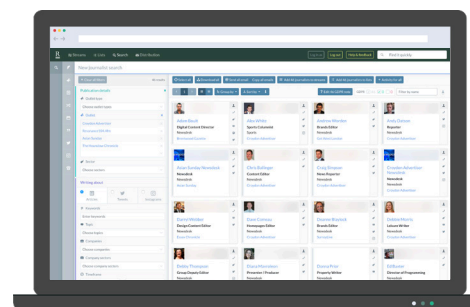
Option 2: Entering a Postcode



- Select the 'Address' button .
- Type a postcode into the 'Any town or postcode' box.
- Your results will show all regional papers and/or regional radio outlets within the area you have selected.




- To select your chosen outlet(s) click on the white space within their profile cards.
- Once you've selected your key outlets select  Search outlets' journalists.

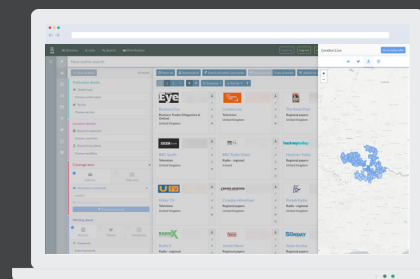


- Your screen will refresh and switch over to the Journalists tab.
- A new set of results will appear with a list of all the journalists writing for the regional papers and/or regional radio outlets you selected.

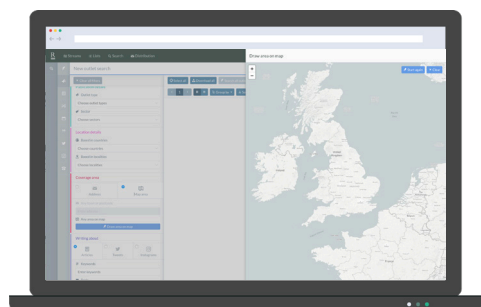
View regional coverage of an outlet in map view






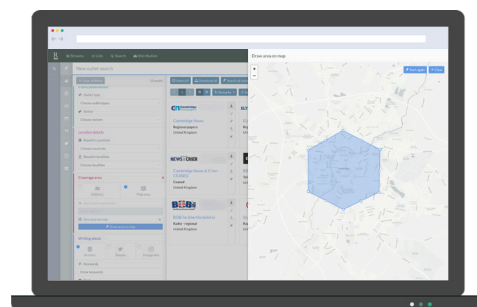
Select the  icon on an outlet's profile card to get an overview of its regional coverage in map view.




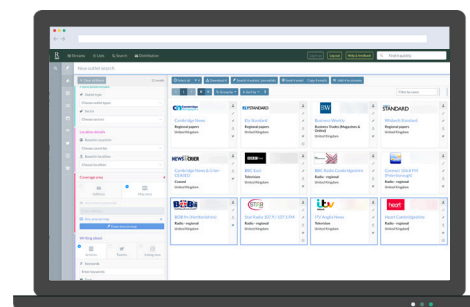
Option 3: Drawing an area on a map




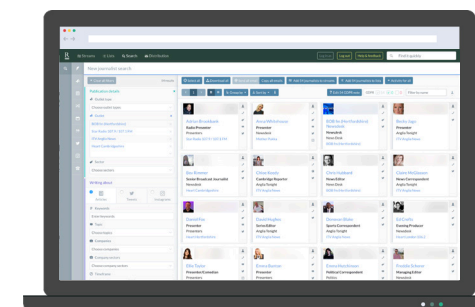
- Select the 'Map area' button  and click .
- A UK map will pop onto your screen.
- Select the 'Start again' button .



- Zoom in to your desired location using the  buttons.
 - Using the pointer draw a shape around your desired location.
 - Once your shape is complete, click the first point again to close it.
- Note: Click on the left of your screen to exit map view.

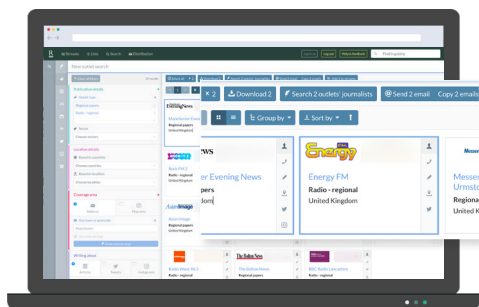


- Your results will now show all regional papers and/or regional radio outlets within the area you selected.
- To select your chosen outlet(s) click on the white space within their profile cards.
- Once you've selected your key outlets click  Search outlets' journalists.

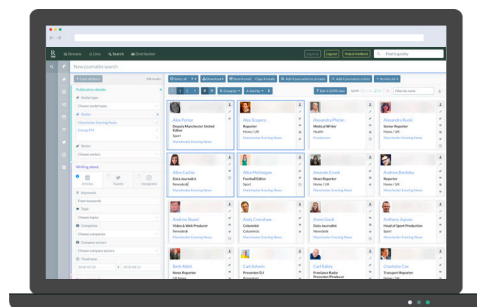


- Your screen will refresh and switch over to the Journalists tab.
- A new set of results will appear with a list of all the journalists writing for the regional papers and/or regional radio outlets you selected.

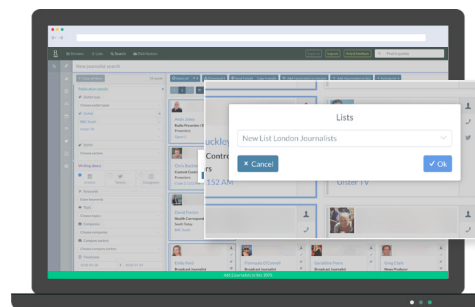
Don't forget to add these new regional journalists to your list



- Once you've selected your key outlets select **Search 2 outlets journalists**.



- Select the journalists you want to add to your list by clicking on their profile cards.
- Click **Add 4 journalists to lists**.



- A text box will appear.
- Enter list name to find or create a new list then click **Ok**.
- Once the green loading bar at the bottom of the screen reaches 100% the journalists have been added to your list.

Remember...

you can only add journalists to lists NOT outlets.

Need a little extra help?

If you need any more help use the **Help & feedback** button and we'll come back to you.