

# Westlaw New Zealand

## Getting Started

### Course Description

This 60-minute course is designed to get you up and running using the key features in new Westlaw (New Zealand). Learn how to locate what content is available in your subscription, confidently navigate the homepage, find a commentary publication, a case, legislation, as well as conduct a search on a point of law.

### Learning Outcomes

At the end of the session participants will be able to:

- Access new Westlaw and use ClientID
- Navigate the homepage
- Locate and browse key content including commentary
- Search for legislation and related commentary
- Find a case by party name/citation and identify if it is good law
- Locate a case on a point of law using the Key Number System
- Ask a legal question and view the Law Summaries via Natural Language searching
- Conduct a topic-based search using basic Terms & Connectors
- Manage results, via a variety of methods, including filtering, saving and downloading
- Access the support document to assist in setting up Alert24 notifications
- Know how to access Westlaw Training & Support Portal

### Session Duration

Approximately 60 minutes. Trainer will be online and available to assist with queries.

### Session Delivery Methods

Online via Microsoft Teams. The Microsoft Teams meeting allows the participant to view the trainer's computer screen as they demonstrate research strategies on Westlaw. At no time does the trainer access your computer.

### Learning Materials

Support materials including how to videos, research tips, user guides and webinar dates are on the Training and Support portal <https://support.thomsonreuters.co.nz/product/new-westlaw-new-zealand>

### Training Specialist

Allison Patrick has been delivering training to Thomson Reuters legal and tax customers in New Zealand and Australia for the past 7 years. Allison's key focus is creating effective training programs specific to a client's needs, ensuring they get the most out of their subscription. [allison.patrick@tr.com](mailto:allison.patrick@tr.com)

