

Westlaw New Zealand

Creating Alerts in Newsroom

The Key Number System identifies and indexes legal concepts so you can find cases stating or applying a legal concept.

To receive a list of all the articles from a newspaper you can create a Publication Alert.

A WestClip Search Alert can be created from a search, allowing you to receive future updates and new content based on the previously conducted search.

Browsing Newsroom

- Browse by Content Set
- Browse by NewsRoom Index

Use the search box at the top of the page to search all newspapers or restrict your search to one or more newspapers by using the checkboxes provided.

Using the News Index

1. Select the News Index link located on the right side of the News page.
2. Enter search terms into the search box at the top of the page.
3. Select the link from the pop-up list to retrieve the content page. Alternatively, you can select a link from the Global Search bar and then click a link for the publication you want.

To create the Publication Alert

1. Select Notifications from the top menu and click Alerts.
2. Click Create Alert. Select Publication Alert from the drop-down list.
3. Name your alert and click Continue.
4. Click on Specialty areas > NewsRoom > Australia & New Zealand News.
5. Click the +plus next to the required newspaper.
6. Click Continue.
7. Customize delivery: Enter the email address you would like the alert to be emailed to. You can tick the checkbox to include full text of new documents, and change the format, i.e., Word, RTF, PDF, or HTML, and then click Continue.
8. Schedule alert: Select the frequency of the alert and the time to be emailed. It is recommended to change the time zone to your own region.
9. Click Save alert. A message will display stating the alert has been saved.

Note: NewsRoom alerts will deliver a list of search results only, not the full text of the article.

Note: In the Alerts page, you can edit the alert or tick the checkbox and delete the alert.

Searching Newsroom

1. Specify the content to search using the tick boxes on the right-hand side of the screen. E.g., **Australian and New Zealand News**.
2. There are several ways to conduct your search. The first option is to enter your term into the global search bar. E.g., "reserve bank" /p "interest rate" & forecast.
Reserve bank is entered as a phrase, to appear within the same paragraph (/p) of interest rate and forecast.

- The second option is to use the **Advanced Search Template** to build a complex search. Click on Advanced to open the search template.

THOMSON REUTERS
WESTLAW Region: New Zealand

ELIZABETH History Folders Favourites Notifications Sign out

NewsRoom adv: "reserve bank" /p "interest rate" & forecast **2** **3** Advanced

Home
NewsRoom

Add to Favourites Set as start page Copy link

Search all NewsRoom above or browse to specific content below. ⓘ

News from REUTERS

New Zealand 2nd qtr business confidence continues to improve but still downbeat –think-tank
03/07/2023 | Reuters US Business News

WELLINGTON (Reuters) - New Zealand's business confidence in the second quarter continued to pick up from low levels but firms remain downbeat, a private think tank said on Tuesday. A net 63% of firms surveyed expected general business conditions to

1 **Browse NewsRoom**

- Select all content
- 1 item selected
- Clear Selection
- Specify content to search
- 1** Australia & New Zealand News
- Blogs
- Broadcast Transcripts
- International
- Journals Magazines & Newsletters
- Topics
- Reuters
- Wires

< 1 of 3 > More News from REUTERS

- This example uses the Find documents that have fields to construct a search. E.g., (increase hold held pause lift higher) & ("interest rate" /p forecast) & ("reserve bank") This search will look for the Reserve bank is entered as a phrase, interest rate is to appear within the same paragraph (/p) of forecast and any of the following terms must be mentioned; increase, hold, held, pause lift or higher).

NewsRoom advanced: (increase hold held pause lift higher) & ("interest rate" /p forecast) & "reserve bank" **4** Advanced

Home > NewsRoom
Advanced Search: NewsRoom

Set as start page

Use at least one field to create a Boolean Terms & Connectors query.

Find documents that have

All of these terms
e.g., construction defect (searched as construction & defect)

"interest rate" /p forecast Term frequency

Any of these terms
e.g., physician surgeon (searched as physician OR surgeon)

increase hold held pause lift higher Term frequency

This exact phrase
e.g., medical malpractice (searched as "medical malpractice")

reserve bank Term frequency

But not any of these terms
e.g., residence domicile (searched as "% residence domicile")

Case-Sensitivity

Connectors and Expanders

&	AND
/s	In same sentence
or	OR
+s	Preceding within sentence
/p	In same paragraph
""	Phrase
+p	Preceding within paragraph
%	But not
/n	Within n terms of
!	Root expander
+n	Preceding within n terms of
*	Universal character
#	Prefix to turn off plurals and equivalents

The screenshot shows the Thomson Reuters Westlaw interface. At the top, the user is logged in as 'ELIZABETH' and the region is set to 'New Zealand'. The search bar contains the query: 'advanced: (increase hold held pause lift higher) & ("interest rate" /p forecast) & ("reserve bank")'. The search results are for 'Australia & New Zealand News' with 8,484 items. A filter sidebar is visible on the left. The first search result is highlighted with a red box and a '5' in a circle: 'Rates relief, and hope, from RBA' (Australian, 5 July 2023, Word Count: 827). The text of the article snippet includes: '...AU Australia AustraliaPacific R:NR_UBMS 4900 Word Count: 827 Reserve Bank governor Philip Lowe has kept rates steady and flagged that...'. A '6' in a circle highlights the alert bell icon in the top right of the results area. Below the article snippet, it says '1 duplicates:'.

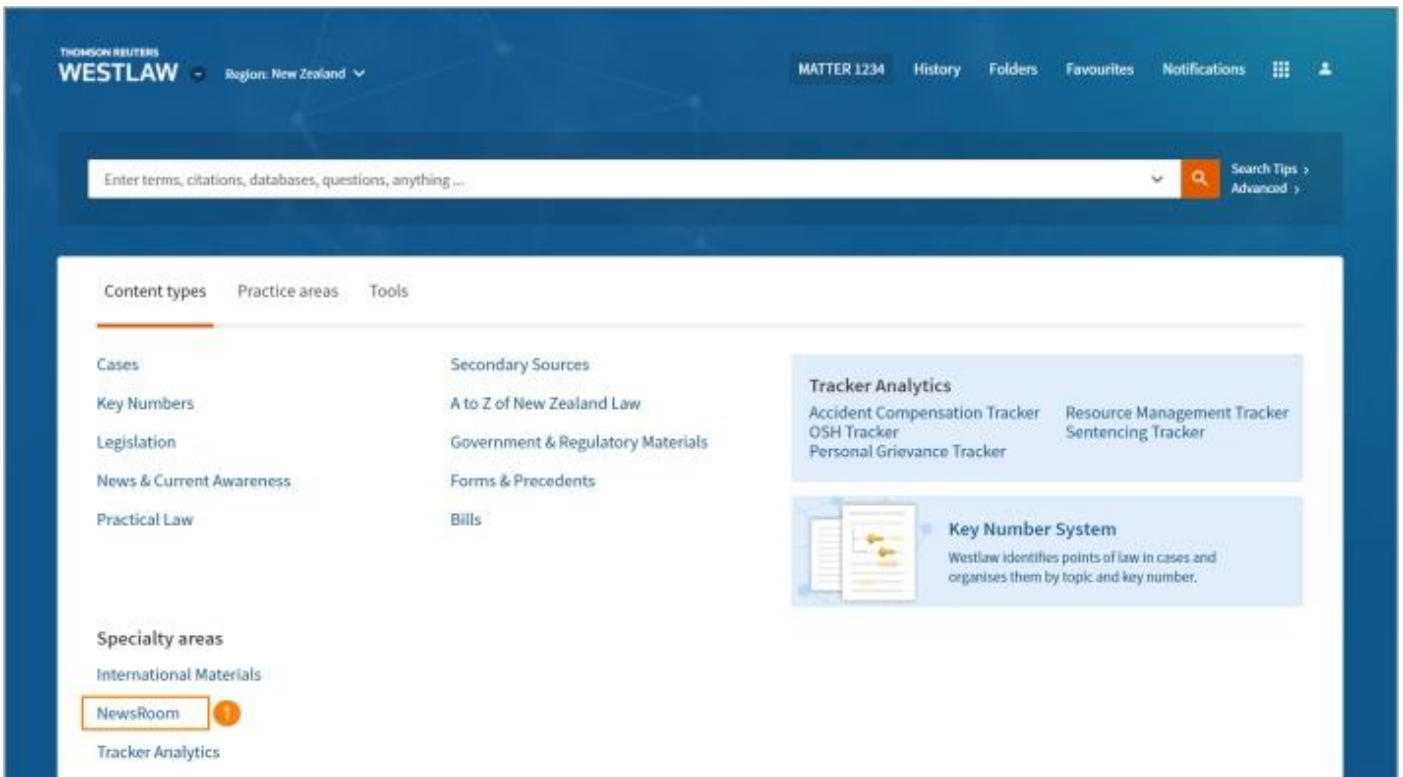
5. A WestClip Search Alert can be created from a search, allowing you to receive future updates and new content based on the previously conducted search.

Note: NewsRoom alerts will deliver a list of search results only, not the full text of the article.

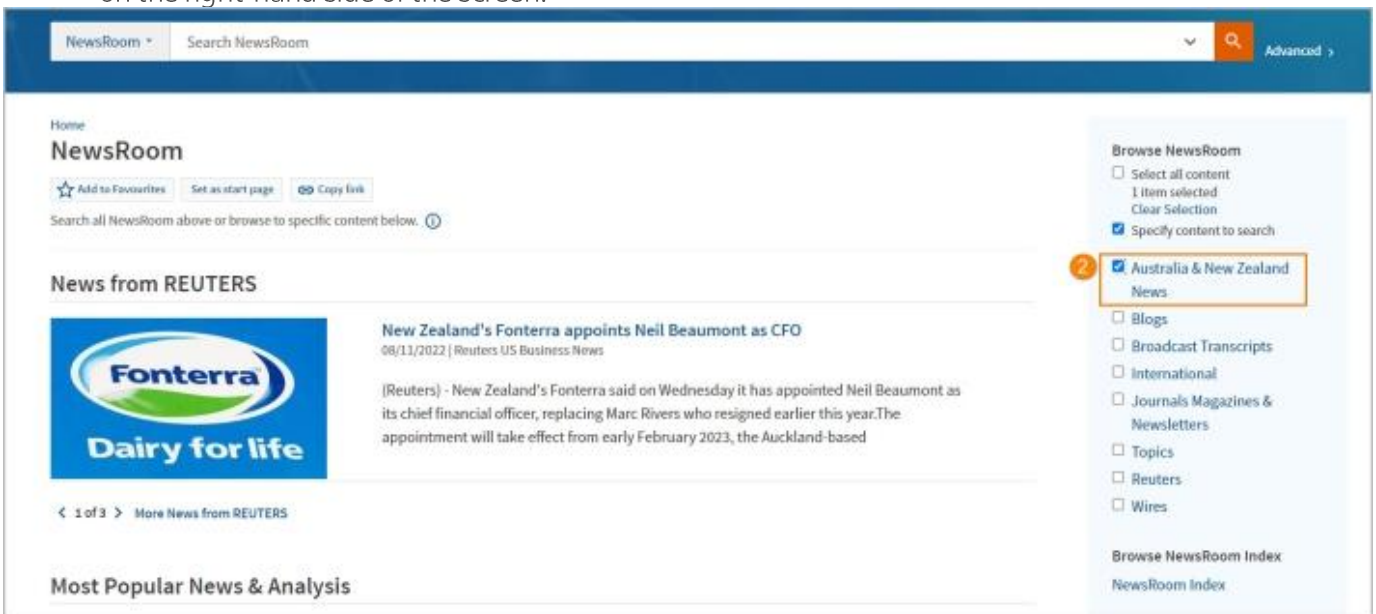
6. Click Alert Bell icon and select to Create WestClip Alert.
7. Enter a name for the Alert and click Continue. This name will appear in the subject field of your email.
8. Enter Search Terms: As you continue through the Alert template you will notice the content selected, and the search conducted are already populated in Parts 2 and 3 of the Alert Template. These can be edited if required. You can choose to add Smart terms or exclude document types from the alert. Click Continue.
9. Customize delivery: Add the recipients' email addresses and required preferences for format, delivery, and detail level, then click Continue.
10. Schedule alert: Select the frequency and time(s) of the alert, then click Save alert to schedule the alert.

Monitoring newspaper coverage of your key clients or companies.

1. On the homepage, scroll down the page and click on NewsRoom.



2. If you would like to monitor Australian and New Zealand content, click on Australia & New Zealand News on the right-hand side of the screen.



3. If you want to monitor New Zealand Top Newspapers click on Top New Zealand newspapers. Otherwise, select the newspapers you would like to search.

The screenshot shows the Thomson Reuters Westlaw search interface. At the top, there is a search bar with the text "Search Australia & New Zealand News" and a search icon. Below the search bar, there are three sections for selecting newspapers:

- Top Australia Newspapers:** A list of 15 newspapers with checkboxes, including Australia Top Newspapers, Adelaide Advertiser, Age, Australian, Australian Financial Review, Canberra Times, Courier-Mail, Daily Telegraph, Gold Coast Bulletin, Herald Sun, Mercury, Northern Territory News, Sunday Age, Sunday Herald Sun, Sunday Courier Mail, Sunday Mail, Sunday Telegraph, Sun-Herald, and Sydney Morning Herald.
- Top New Zealand Newspapers:** A list of 5 newspapers with checkboxes, including New Zealand Top Newspapers (highlighted with a red box and a '3' icon), Dominion Post, New Zealand Herald, Press, Sunday Star-Times, and Waikato Times.
- All Newspapers:** A list of 3 categories with checkboxes: Australia, New Zealand, and Pacific Islands.

4. When you have selected the newspapers, you would like to monitor, if your search string is simple, type your search terms in the global search bar, e.g., "Air New Zealand".

The screenshot shows the Thomson Reuters Westlaw search interface with a search string entered. The search bar at the top contains the text "Air New Zealand" and a search icon. Below the search bar, there are three sections for selecting newspapers:

- Top Australia Newspapers:** A list of 15 newspapers with checkboxes, including Australia Top Newspapers, Adelaide Advertiser, Age, Australian, Australian Financial Review, Canberra Times, Courier-Mail, Daily Telegraph, Gold Coast Bulletin, Herald Sun, Mercury, Northern Territory News, Sunday Age, Sunday Herald Sun, Sunday Courier Mail, Sunday Mail, Sunday Telegraph, Sun-Herald, and Sydney Morning Herald.
- Top New Zealand Newspapers:** A list of 5 newspapers with checkboxes, including New Zealand Top Newspapers (checked), Dominion Post, New Zealand Herald, Press, Sunday Star-Times, and Waikato Times.

5. You can use the advanced search template to use specific fields by clicking the Advanced link to the right of to the global search bar. If there are any organisations with similar names, you can enter the name of the organisation you would like to exclude into the but not any of these terms field.
6. Tick the Excluding Documents field to remove results such as sport, obituaries, and routine financial data.
7. You can also restrict your search using the date options.

8. Use Smart Terms to narrow your news searches, organized by industry, subject, location, and company.
9. At the bottom of the search template, the Expose and identify duplicate documents tick box allows you to remove articles that are syndicated and reprinted from one newspaper to another. This often happens with NewsCorp articles.

Home > NewsRoom > Australia & New Zealand News

Advanced Search: Australia & New Zealand News

Set as start page

Use at least one field to create a Boolean Terms & Connectors query.

Find documents that have Case-Sensitivity

All of these terms
e.g., construction defect (searched as construction & defect)

Any of these terms
e.g., physician surgeon (searched as physician OR surgeon)

This exact phrase
e.g., medical malpractice (searched as "medical malpractice")
air new zealand

But not any of these terms
e.g., residence domicile (searched as "% residence domicile")
"NZ on Air New Zealand"

Exclude these document types

Obituaries Sports
 Personal Announcements Routine Market / Financial Data

Document Fields (Boolean Terms & Connectors Only) Case-Sensitivity

Date (MM/DD/YYYY)
After 07/11/2022

Connectors and Expanders

&	AND
/s	In same sentence
or	OR
+s	Preceding within sentence
/p	In same paragraph
""	Phrase
+p	Preceding within paragraph
%	But not
/n	Within n terms of
!	Root expander
+n	Preceding within n terms of
*	Universal character
#	Prefix to turn off plurals and equivalents

10. Run your search and filter results as required.
 11. To create the email alert, click on the bell icon at the top of the results list and click on Create West Clip alert.
- Note: NewsRoom alerts will deliver a list of search results only, not the full text of the article.

Australia & New Zeala... advanced: "air new zealand" & DA(aft 07/11/2022) % "NZ #on Air New Zealand" TI,PR(MEMORI*M) TI,PR,OH(("DEAD #AT" +1 3* 4* 5* 6* 7*

Filter Back to Australia & New Zealand News

Australia & New Zealand News (1)

1 - 1

Select all items - No items selected

Create WestClip Alert

Did you mean: advanced: "air new zealand" & DA(aft 07/11/2022) % "NZ #on Air New Zealand" TI,PR(MEMORY*M) TI,PR,OH(("DEAD #AT" +1 3* 4* 5* 6* 7* 8* 9*) (DEATHS /10 METRO) (DEATH FUNERAL PAID +1 ELSEWHERE NOTICE) "LAST CHORUS" OBIT!) HL((ADOPTION DIVORCE +4 COURT FILING) ANNIVERSARIES APPOINTMENT BIRTHDAYS BIRTHS DIVORCES MILESTONES WEDDINGS) IN(1SP75) IN(1MA11 1X059 1F161) NS("CORPORATE FINANCIAL" "STOCK CLOSING")

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