

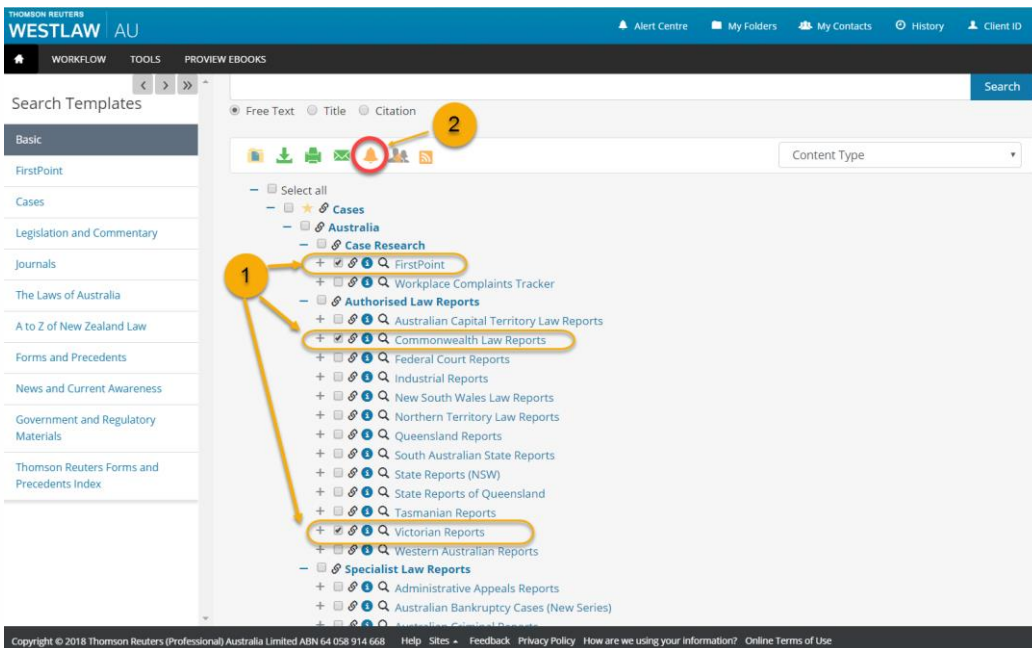
How to create an email alert across multiple products in Westlaw?

Creating Email Alerts

To commence receiving email alerts you will need to create these in Westlaw using My Alerts or Alert Centre. All OnePass users will have access to creating alerts. If you are an IP user you will be required to create a OnePass.

Select multiple products from the Table of Contents and receive updates daily, weekly or monthly when articles are published.

1. From the Westlaw homepage, browse the table of contents to locate products that you wish to set an alert for. Place a **tick** in the required products **e.g. FirstPoint, Commonwealth Law Reports and Victorian Reports**.
2. Click the Alert Icon



3. From the **Customise your Alert** page, enter an Alert Name, select Frequency of Alert, enter a valid Email Address and click Save Alert to commence receiving your alerts.

