Westlaw Asia

Working Smarter

Session Objectives
This session introduces the content and functionality available in Westlaw Asia essential to getting started with your research. It will also demonstrate and explain the advanced features available within Westlaw Asia which will be only applicable to those who sign into Westlaw Asia with a OnePass ID subscription.

Part 1: Learning Outcomes (all attendees)
- Browse or search by 'Content Type' or 'Jurisdiction'.
- Browse to explore product content and scope.
- Conduct a Home Page search.
- Edit a search.
- Filter results or search within results.
- Re-order results list.

Part 2: Learning Outcomes (OnePass ID attendees)
- Create and manage search and product alerts.
- Annotate a document and save a document to a folder.
- Understand the significance of Client ID.
- Personalise settings.
- View trail (search history).
- Locate Westlaw Asia help and support.

Session Duration
Approximately 30 minutes.

Session Delivery Methods
Internet (Microsoft Teams) - This training method is ideal for individuals or groups who are based remotely or where face to face training is not possible.

Note: The Teams session allows the participant to view the trainer's computer screen as they demonstrate research strategies on Westlaw Asia. At no time does the trainer access your computer.

Learning Materials
Support materials including guides, videos, tips and webinars are available via the link below:

https://support.thomsonreuters.com.hk/

Training Specialist
A Thomson Reuters Training Specialist will conduct the session.

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