

new Westlaw (New Zealand)

Case Deep Dive

Course Description

This course will provide effective research techniques on how to find case law and enable you to quickly establish the status of a case. We will demonstrate how to find a case by citation, party name, search by keyword(s) and browse by point of law. We will also cover how to be notified by email when a case changes status, new cases are published, or new citing references are added.

Learning Outcomes

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

- Find a case by citation or title/party name using the Global Search Bar
 - Locate the litigation history and citing reference information – KeyCite citator
 - Create an Alert - KeyCite Alert
- Search Techniques
 - Locate cases on a specific point of law using the Key Numbers
 - Conduct a keyword search using natural legal language – ask a question
 - Structure a terms and connectors search – query, identify keywords, locate T&Cs, build search string
 - Navigate and refine search results by applying post search filters
- Working with Documents
 - Learn how to make your own notes and highlights on case documents
 - Use the “copy with reference” feature to copy text
 - Print, Download or Save documents to folders for later use

Session Duration

Approximately 30 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/>

Training Specialist

Elizabeth Odom has over 14 years’ experience in designing and delivering adult education training in the telecommunications and legal industries. Elizabeth's key focus is creating legal training and support programs specific to client’s needs. elizabeth.odom@thomsonreuters.com