Westlaw is built on 100 years of innovating with Australian lawyers, leveraging global technological, legal expertise, and the latest in smart technology to offer a comprehensive library of Australian legal resources.

Coverage includes Law Summaries, Unreported Judgments, The Laws of Australia, Lawyers Practice Manuals, 100% Australian Federal and State Legislation, Alert24: General Practice, KeyCite™ Global Citator, KeyNumber™ System - powered by the Australian Digest, Natural Legal Language Search and so much more.

To enable users of Westlaw and LEAP to work more effectively, the integration enables you to access Westlaw from LEAP and save relevant research documents to your LEAP matters directly in Westlaw.

To take advantage of this integration, please contact us to arrange a 30-day free trial or purchase an ongoing paid subscription.

Westlaw Document Delivery to a LEAP Matter

Step 1. Enable Westlaw in the LEAP App marketplace. If you are unable to see Westlaw in the marketplace, please contact LEAP.
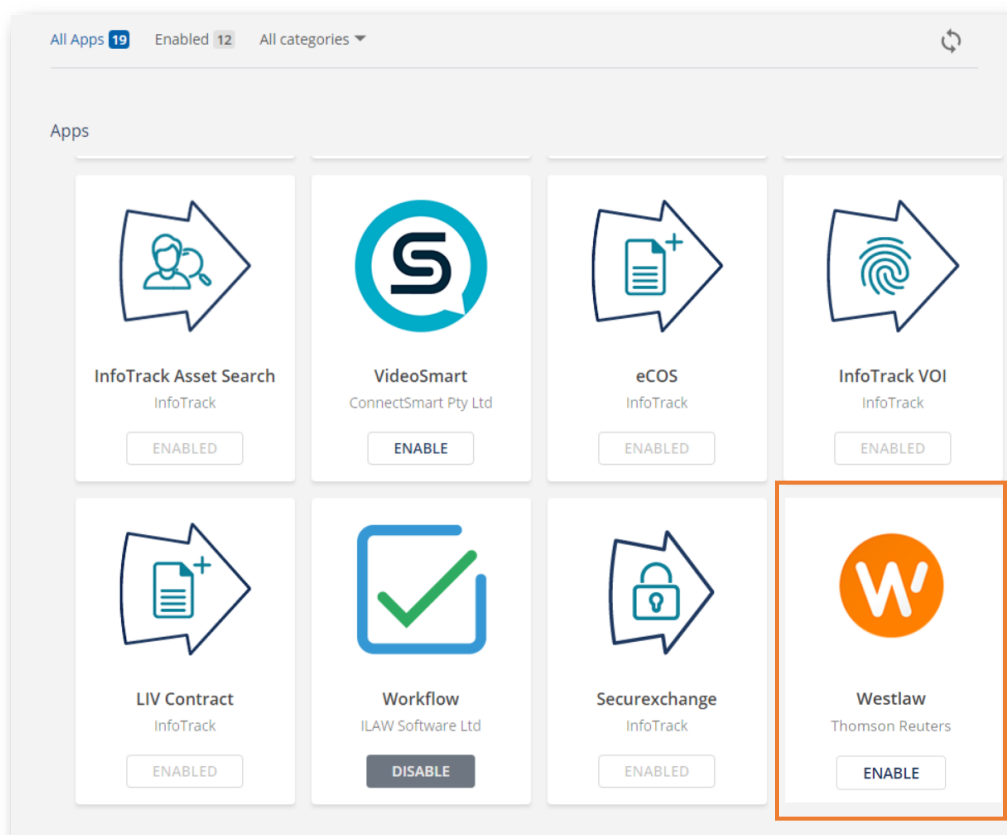
Step 2. When you select a matter, a Westlaw button will appear within the LEAP application. Click on the Westlaw button to launch Westlaw.
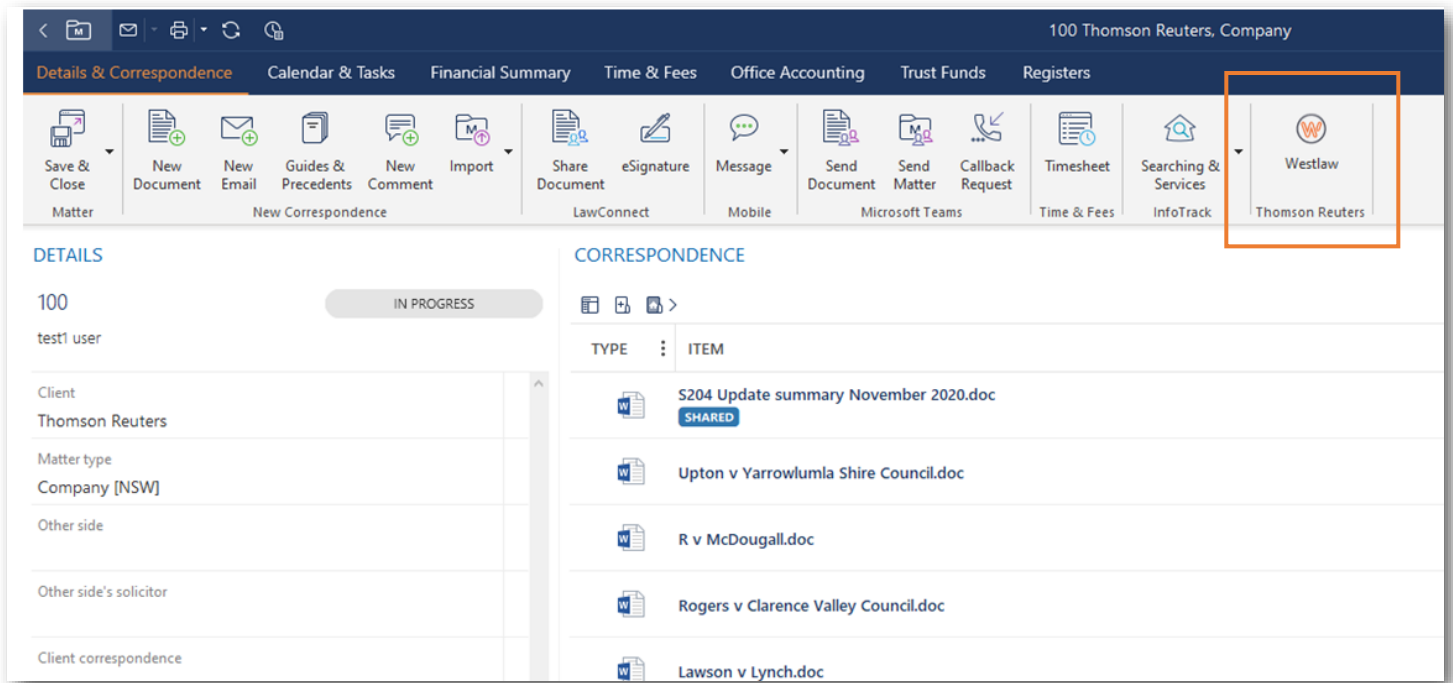

Step 3. Westlaw will open within the LEAP browser, and you will be taken to the Westlaw OnePass sign-on page. Enter your OnePass username and password and tick the "Remember Me" check box.

If you do not have access to Westlaw, please contact LEAP for a trial registration key.
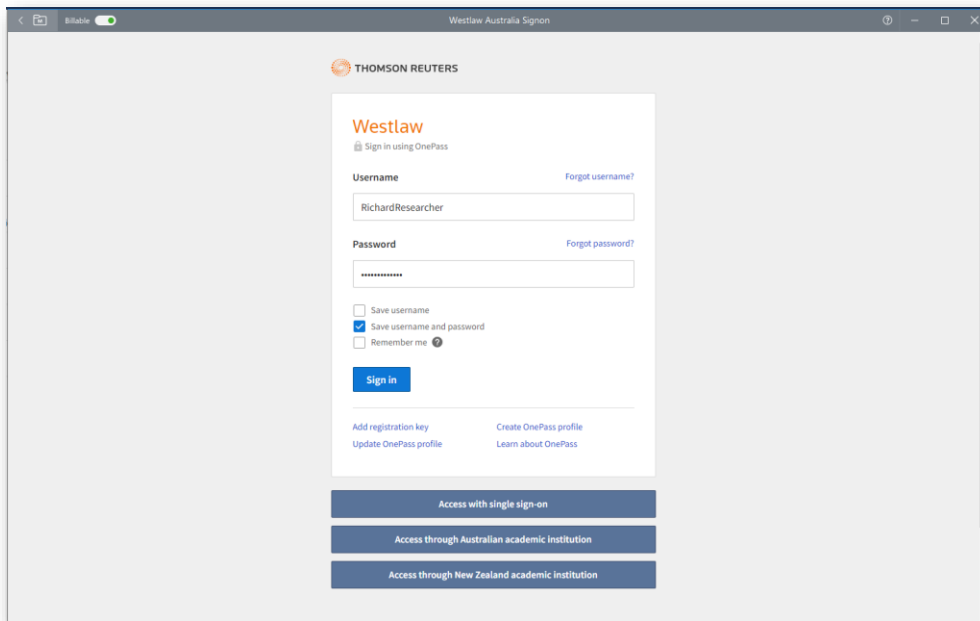
Step 4. From the Client ID page Westlaw will take a few seconds to retrieve your LEAP matter ID and populate this into the Client ID field. (e.g., Matter ID: 100)
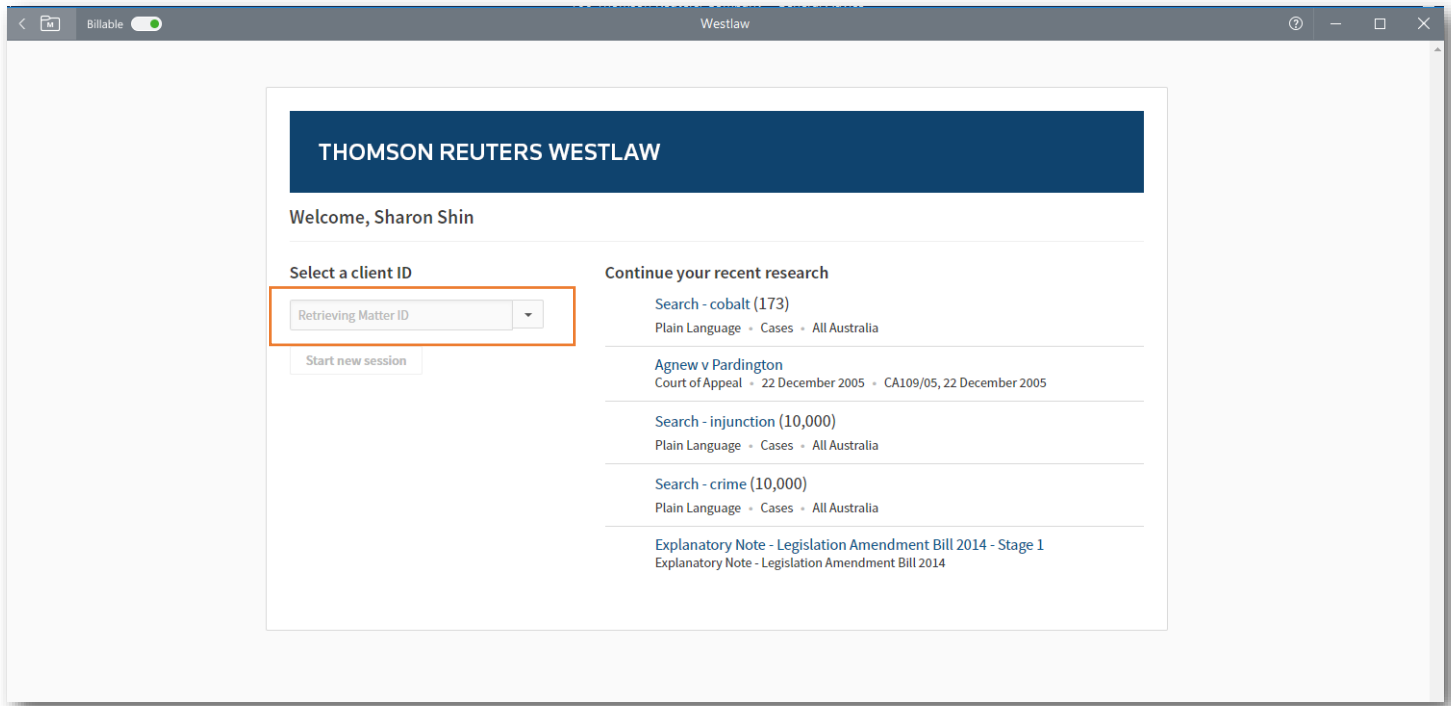

Once the LEAP matter ID is populated in the Client ID field and the "Start New Session" button turns blue, click to start a new session with Westlaw.
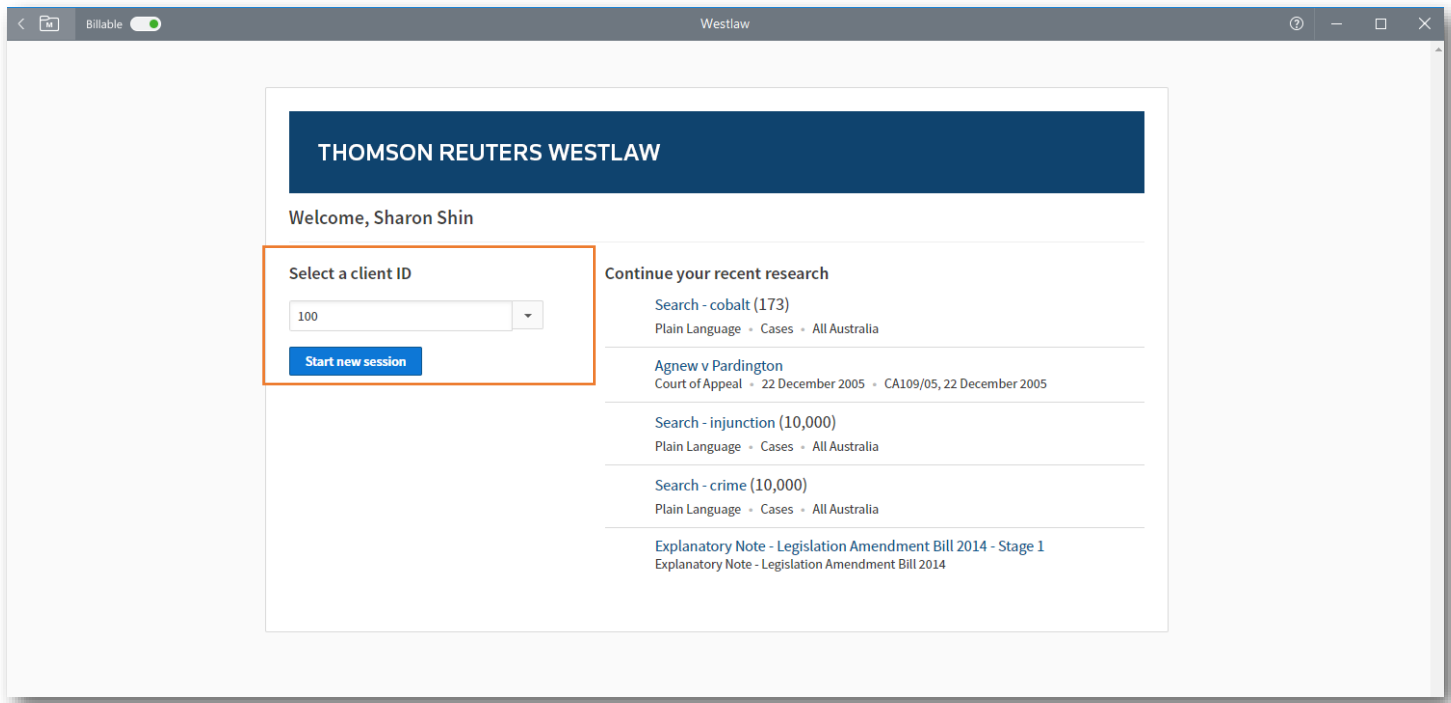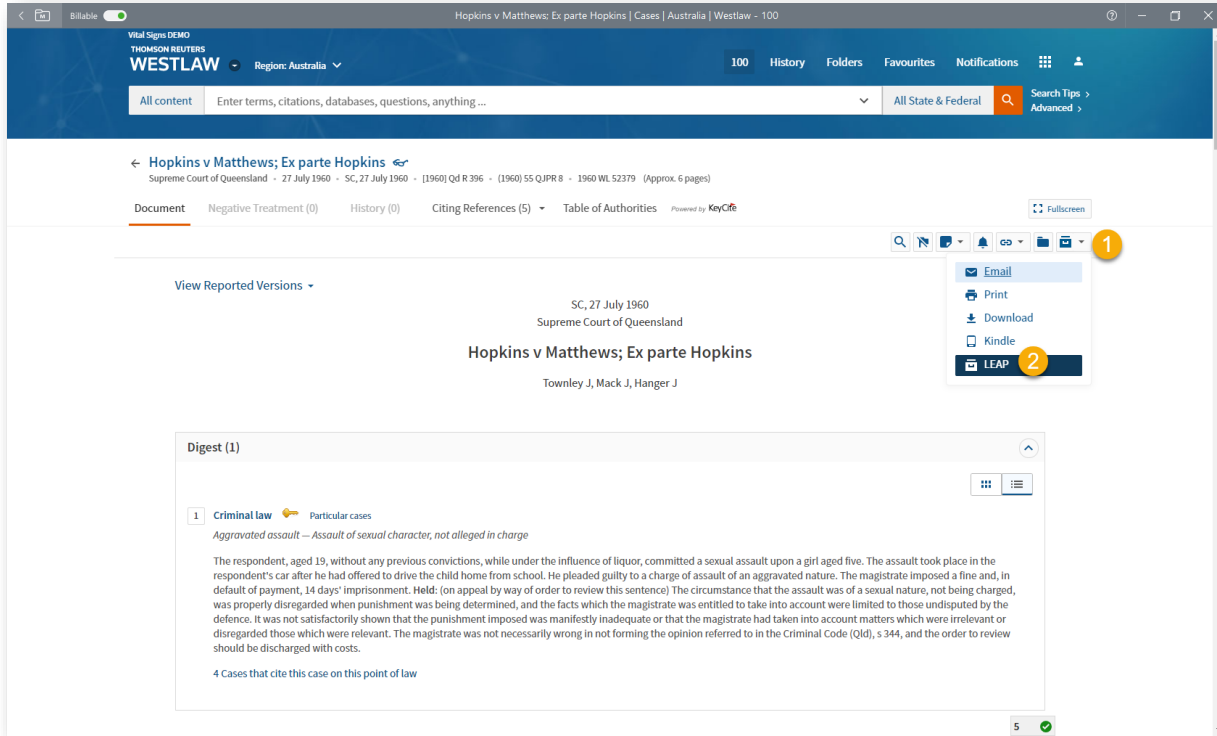
Step 5. From the Westlaw homepage you can search by entering terms, citations, database, or questions. Your LEAP matter ID will show up in the LEAP browser. (e.g., Matter ID: 100)
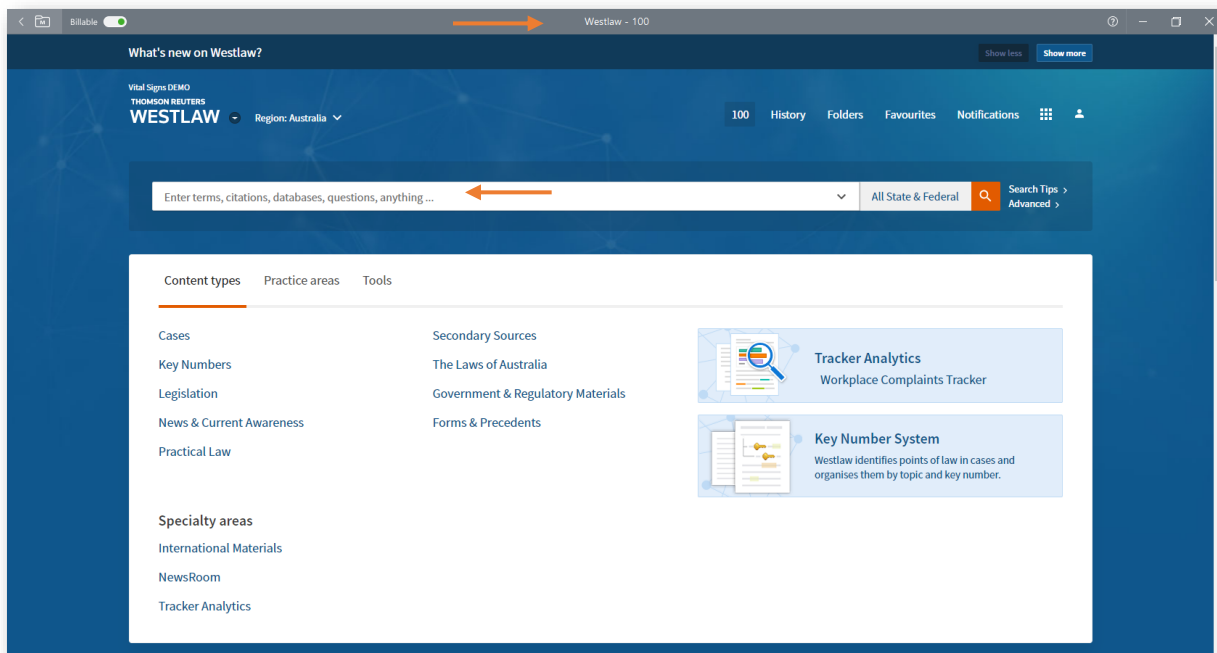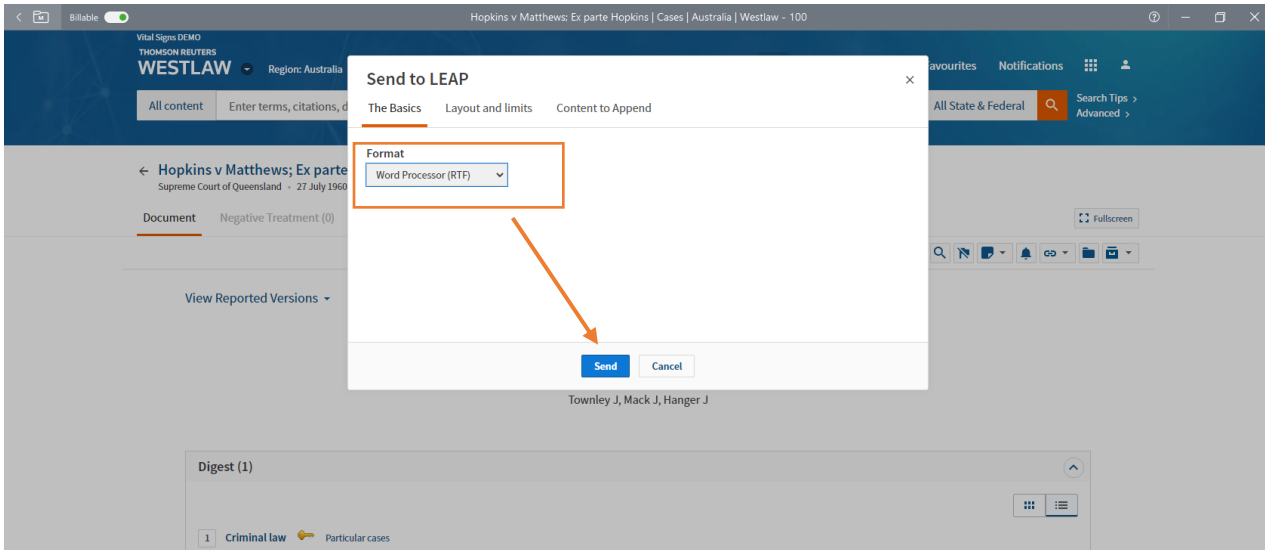

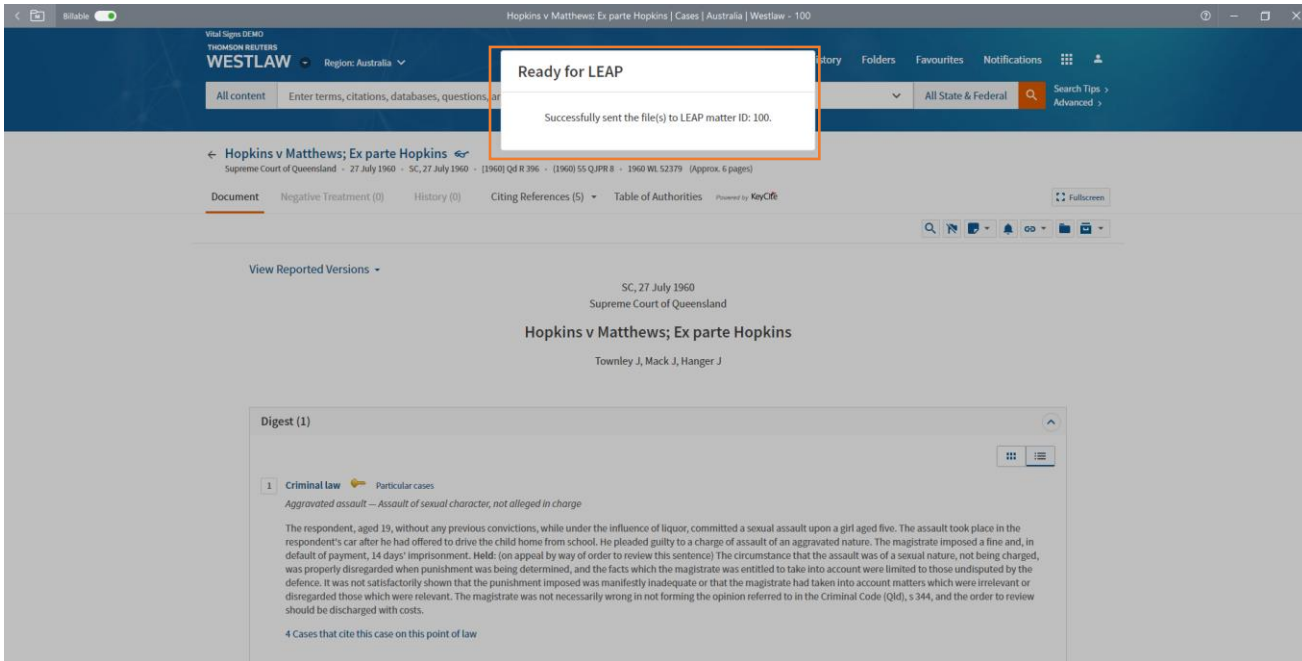**Step 6.** Once your search results appear, select a document to view.
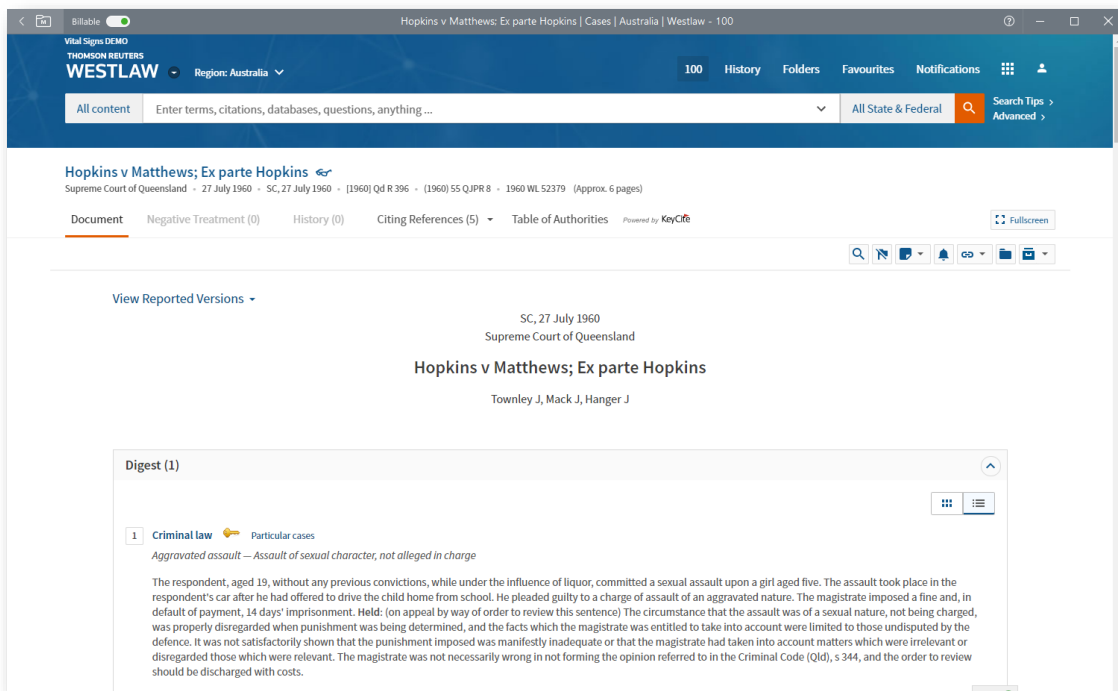
Step 7. To send a Westlaw document to a LEAP matter, 1) Click the delivery menu and 2) select LEAP.
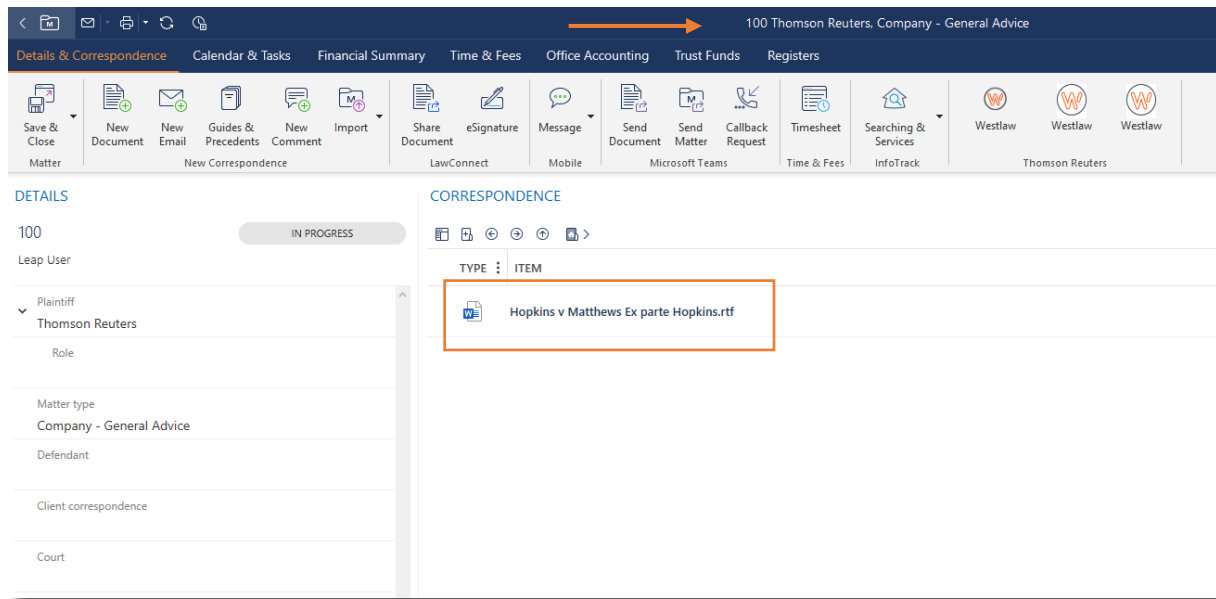

Step 8. Select the desired format for the document and click the Send button.

Step 9. Westlaw will send the document to your LEAP matter ID directly.

Step 10: The document is sent to the matter within the LEAP application.

Step 11. Sign out

If you want to switch from one matter ID to another, you will need to sign out of Westlaw by clicking on the "**Sign out**" button and start from another matter ID within the LEAP application.

If you are closing the Westlaw session by clicking on the X button, the LEAP browser will not clear the cache immediately therefore Westlaw will not be able to retrieve your new matter ID for approximately 7 minutes.

1. Click the Profile icon
2. Select Sign out
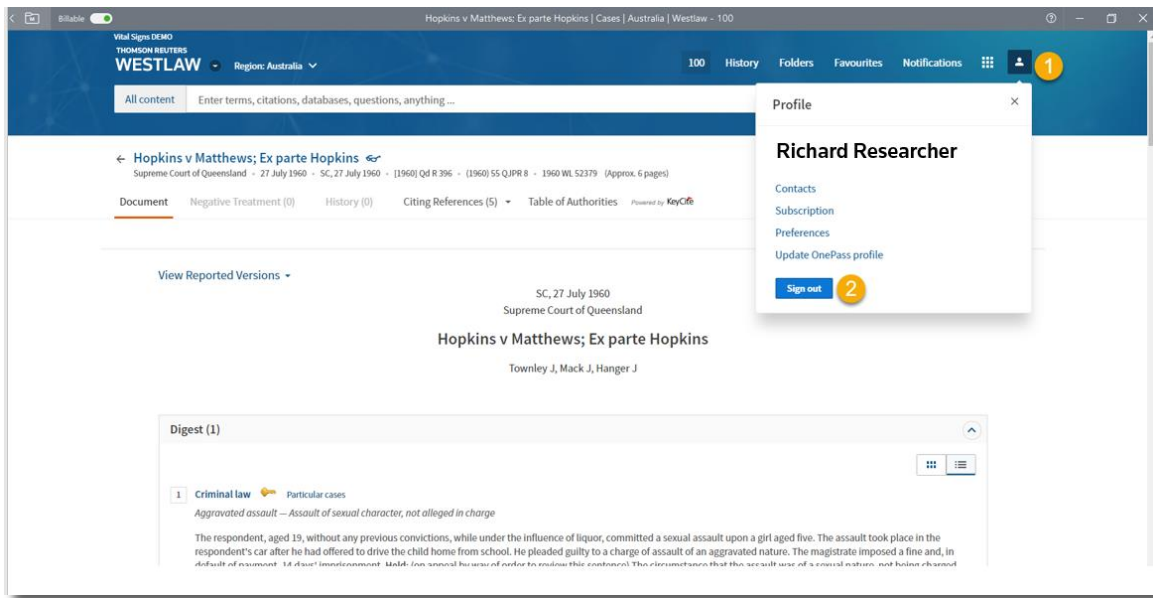
Help & Assistance

If you need more information about how to research within Westlaw? Visit the Customer Portal to access User Guides, Tips, How to Videos, Complimentary Webinars and more.

Westlaw Training: LRA.Trainers@thomsonreuters.com

TechCare: Techcare.ANZ@thomsonreuters.com