

Getting started with Checkpoint Australia

Objectives

This session demonstrates the basic functionality of Checkpoint, enabling the new or infrequent user to navigate and research effectively.

Learning Outcomes

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

- Log in and confidently navigate the Checkpoint platform
- Customise user settings
- Conduct a basic key word search using Natural Language or Terms and Connectors
- Save a search
- Filter results or use keywords to refine
- Re-order results list
- Display, download, print or save a document
- Edit a search
- Browse to explore product content and scope
- View search history
- Locate Checkpoint Australia Help and Support

Session Duration

30 minutes (0.5CPE Point)

Session Delivery Methods

Online webinar using Microsoft Teams

Learning Materials

Support materials including guides, videos and tips are available via the link below

<https://support.thomsonreuters.com.au/product/checkpoint>

Training Specialists

This session will be facilitated by:

Mary.Dossis@thomsonreuters.com

Mary Dossis is a qualified secondary teacher and has over 30+ years' experience working in legal publishing and training lawyers on legal research.

May.Nguyen@thomsonreuters.com

May Nguyen is an admitted lawyer and has over 7 years practice in commercial and property law and has also worked in legal/business consulting.

Mark.Norman@thomsonreuters.com

Mark Norman has over 10 years' experience as a legal trainer working with clients to improve their research skills. Mark also has over 10 years' experience as a research librarian in law firms in the UK and Australia.

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Allison Patrick is a Training Specialist for TR's Australian and New Zealand Tax and Accounting customers and is focussed on ensuring they get the most out of their Checkpoint subscription.