



Search snippets and select highlighting

Search snippets & select highlighting are two individual but interrelated features:

Search snippets is a feature specific to the cases content which allows you to see all hits on your search terms from the results page. Search snippets can help you quickly assess the relevance of the search results by providing context for your search terms, which saves time and helps in pinpointing the most relevant information.

Search highlighting helps you to narrow in on specific search terms by assigning distinct colours to each term.

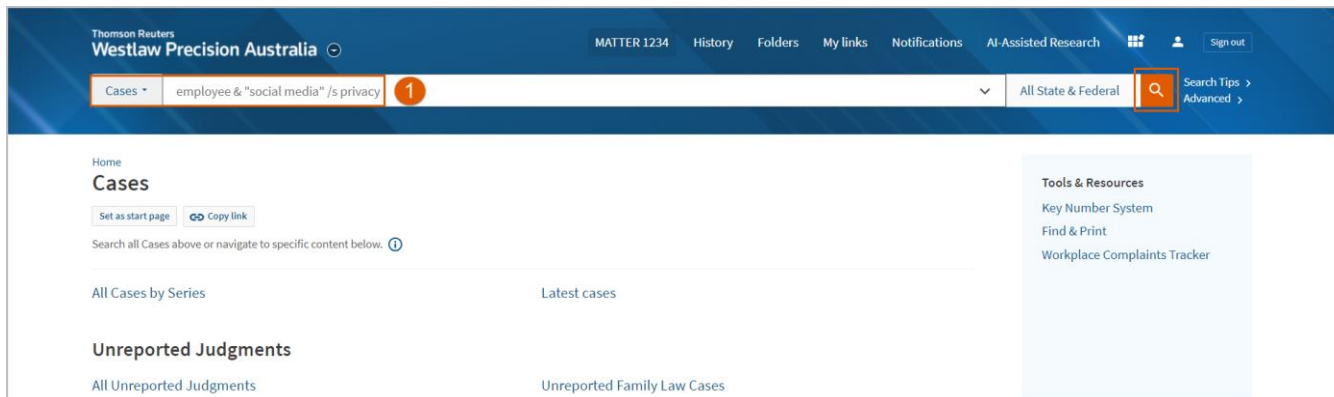
Search snippets

Search snippets is a feature available when searching case law in Westlaw Precision Australia.

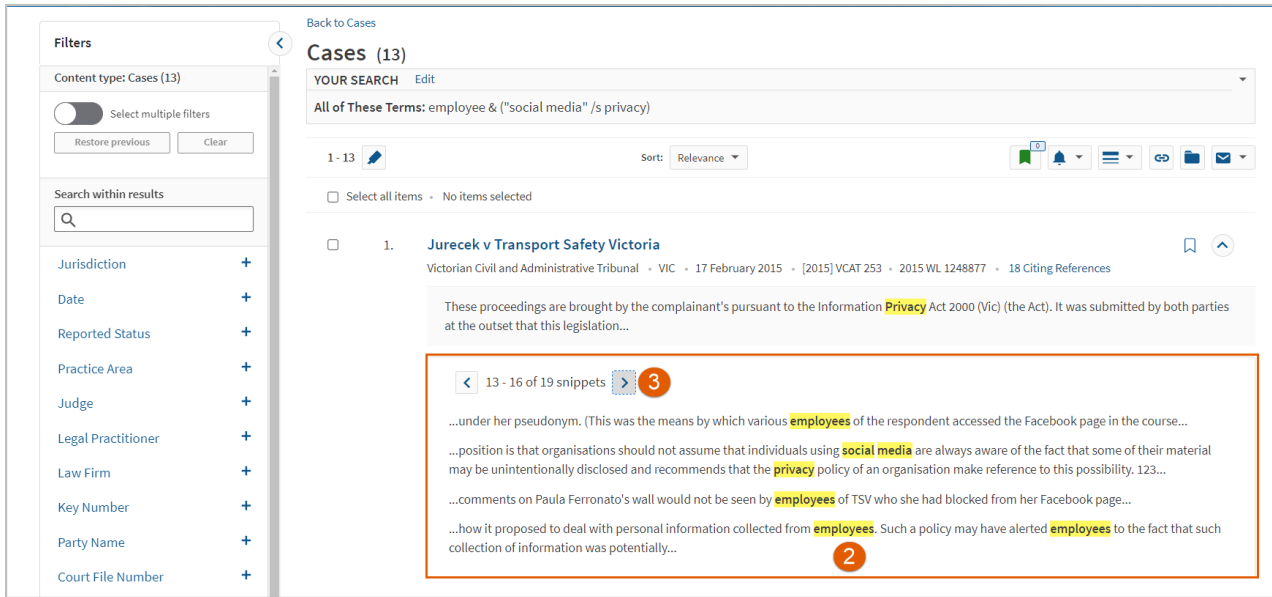
Westlaw displays short sections of text, called snippets which show all instances of where your search terms appear in each document.

Snippets make it easier to scan through an extensive list of search results and are useful in determining the relevance of a document efficiently, without having to navigate to the full text of the document.

1. Conduct a case law search for a legal issue. **e.g., employee & “social media” /s privacy.**



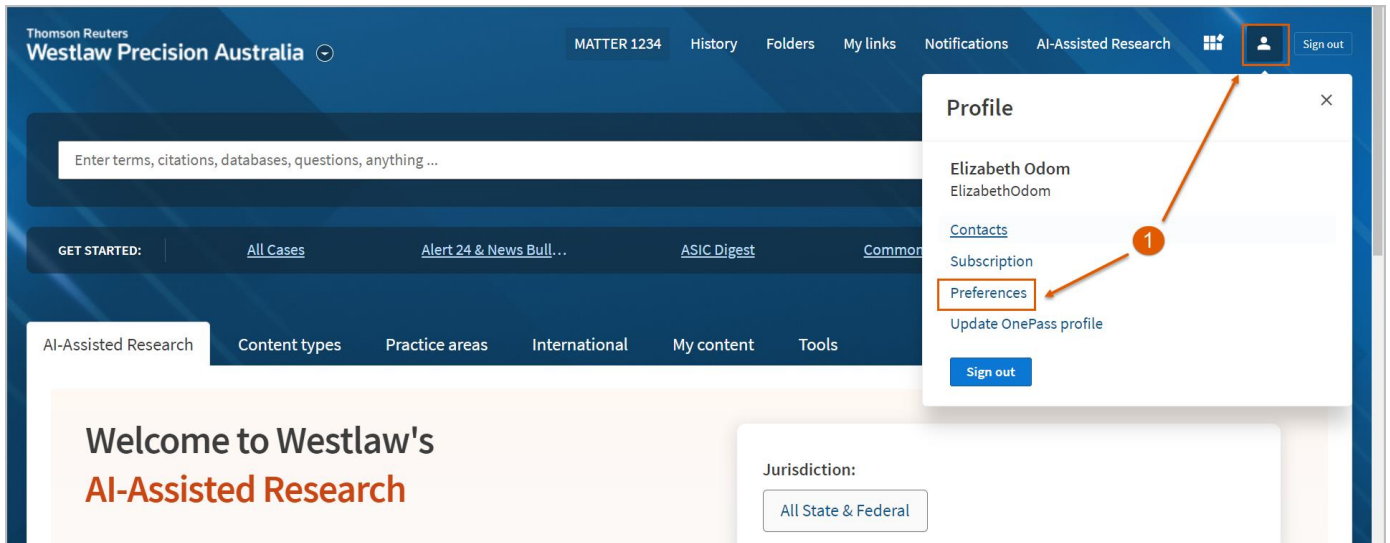
2. Set your search results page to display more or most content. On the results page, you will see snippets, which outline all areas containing your key terms.
3. Use the snippet navigation arrows to move to the next snippet.



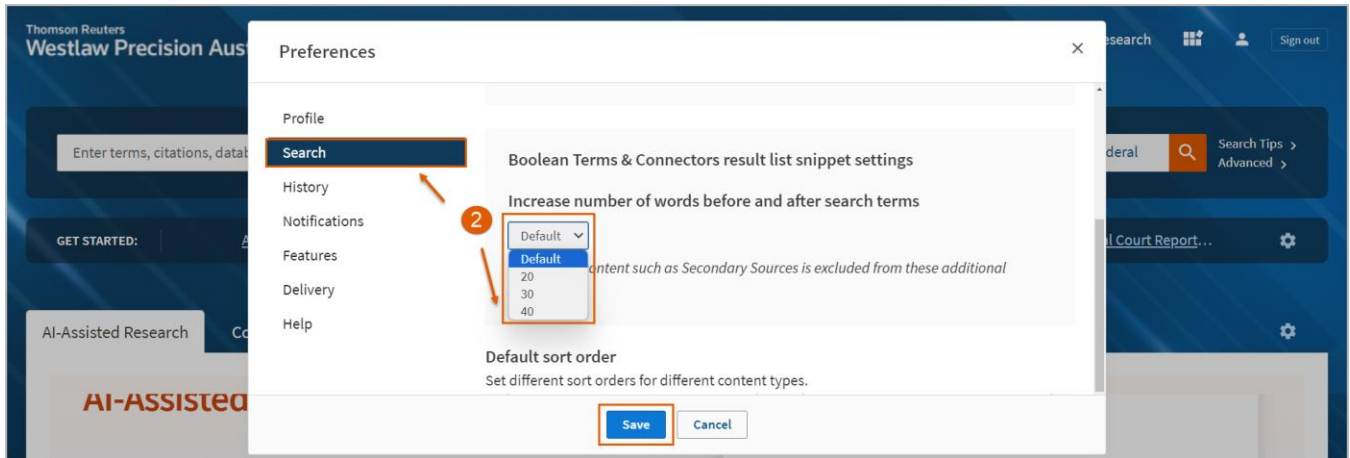
Snippet Preferences

By default, there will be ten words displayed before or after the search terms. If you would like to view more information in each snippet, you have the option to increase the number of words displayed before and after the search terms.

1. To change the display from the default, click Preferences, on the Westlaw Precision Australia homepage.




2. Select Search. Select the drop-down menu to increase the number of words before and after search terms. By setting it to 40, you'll be able to see more context in the search snippets. Click **Save**.



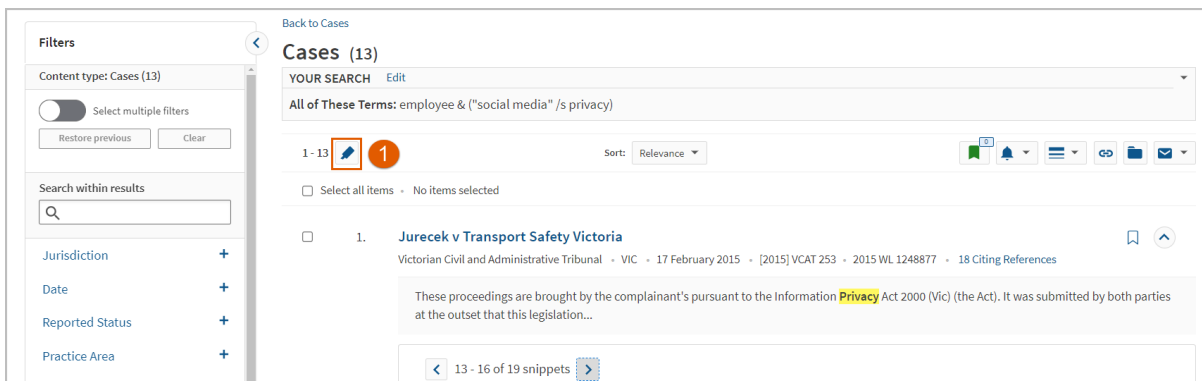
Select Highlighting in Westlaw

Select Highlighting is a feature where you can identify specific words, or phrases that matter most to your research. Highlight different terms in distinct colours to easily determine the most relevant results for your issue.

 Note: You can highlight key words and phrases in up to five colors.

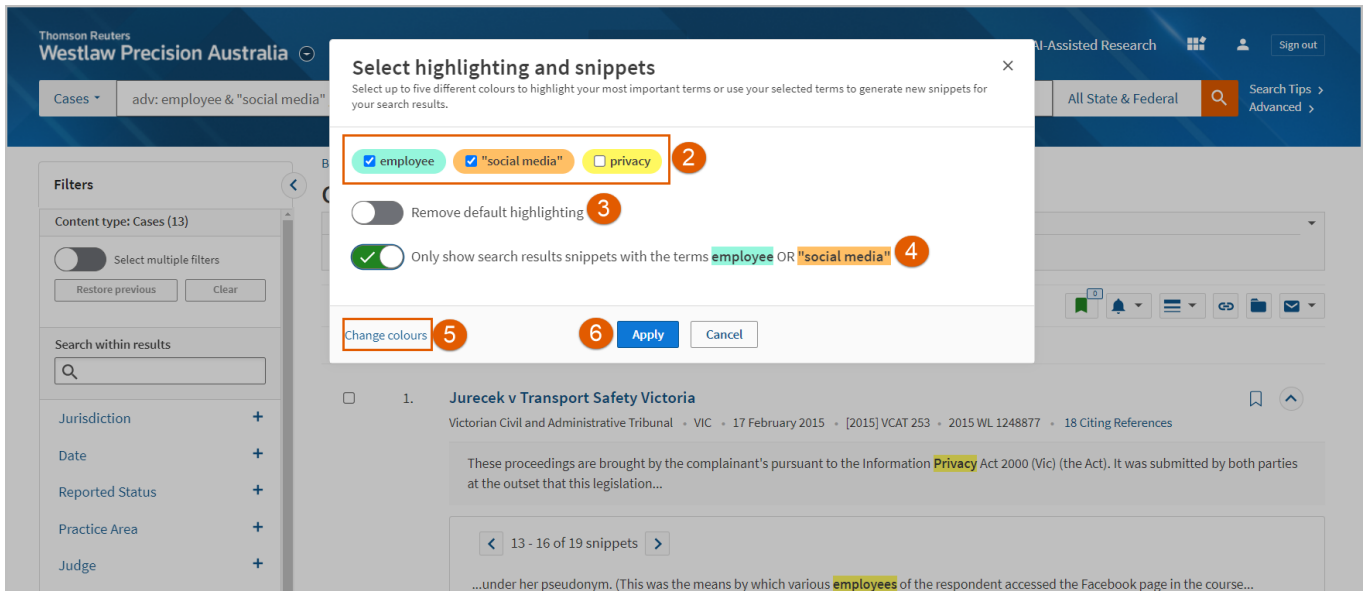
Follow these steps to use Select Highlighting when viewing a list of search results or a document.

1. Select the highlight icon .

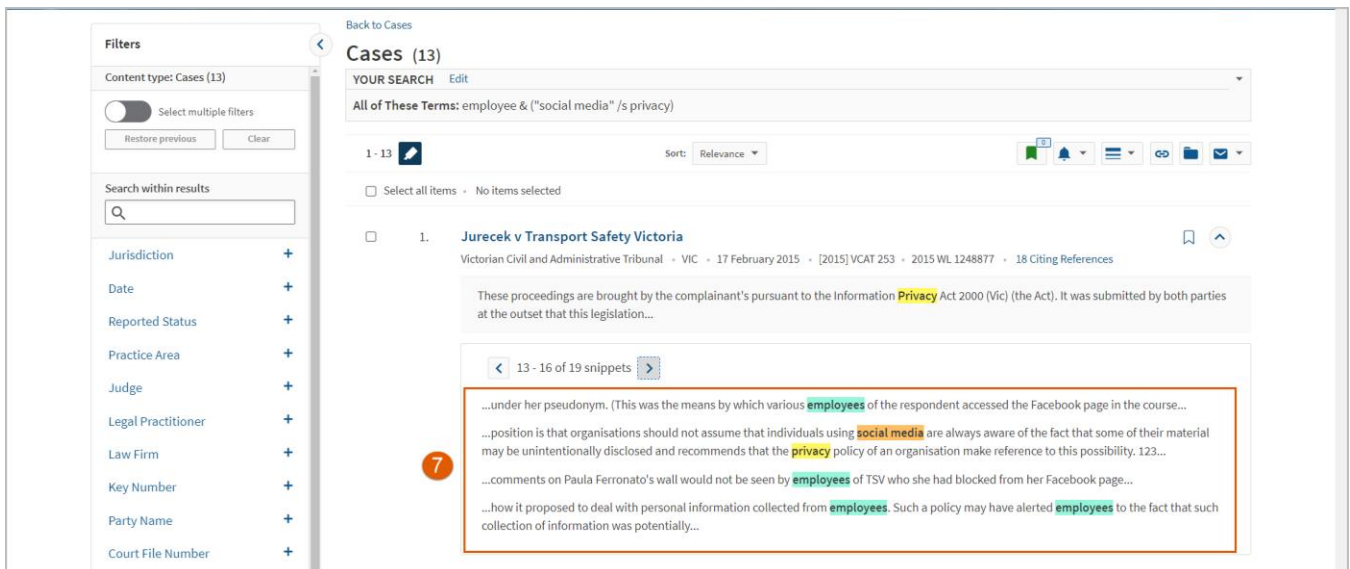


2. Use the checkboxes to select one or more terms from the search you performed. The terms you select are highlighted in assorted colors. If the terms are not selected, they will be highlighted yellow by default.
3. You can select **Remove default highlighting** to remove this highlighting and focus only on your selected terms.
4. Choose to only show search result snippets that contain your highlighted terms.

5. You can select **Change colours** if you want to use distinct colours.
6. Click **Apply**.



7. Your selected terms will be highlighted with assorted colors throughout your search results or document.



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