



# Practical Law

## Research Essentials

### Course Description

The session introduces how to research resources available in Practical Law. Attendees will be able to find topical legal resources including Practice Notes, Standard Documents, Checklists and more.

### This session covers the following:

- A refresher on navigating the platform, including optimising the search functionality
- Market-leading standard documents and clauses for drafting
- The FastDraft tool containing automated drafting templates
- Cross-border resources, including jurisdiction specific materials
- The complimentary ASK function for answers from in-house experts on questions of law or content
- How to annotate documents, utilize delivery tools and create folders
- Creating Document or Practice Area Alerts
- Platform customization, including setting up your own home page and creating a favourites list

### Session Duration

45 minutes.

### Session Delivery Method

Online via Microsoft Teams. **Note:** The Webinar session allows participants to view the trainer's computer screen. At no time does the trainer access your computer.

### Learning Materials

Online help and support materials available [HERE](#).

### Training Specialist

Each session will be the same and will be facilitated by our SSA Training Specialist Tanya Doolabh.