## Westlaw Precision Australia

Creating a Newsroom alert for the Legal Affairs section in the AFR

## Creating a Newsroom alert for the Legal Affairs section in the Australian Financial Review

Learn how to create an email alert to monitor the Legal Affairs section of the AFR.

1. On the homepage, type in Australian Financial Review and click on the suggestion to search just the AFR.



2. In the search box type news +2 "legal affairs" and run the search.

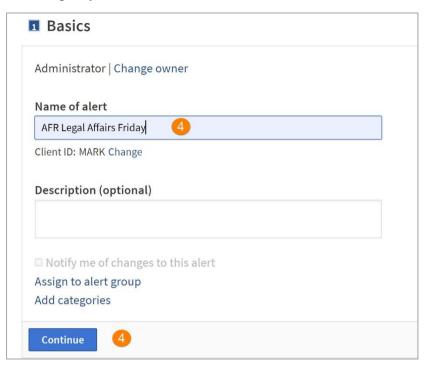


3. On the results page, click the Bell icon and then Create WestClip alert to create the alert.

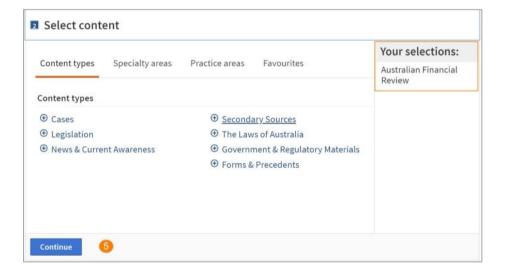




4. In the Basics section, give your alert a name and click on Continue button.

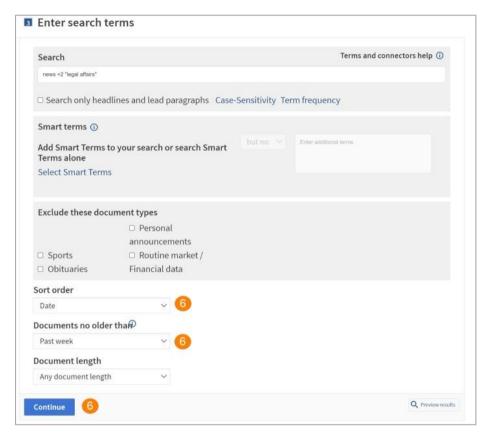


5. In the Select Content section, AFR should already be selected so click on Continue button.

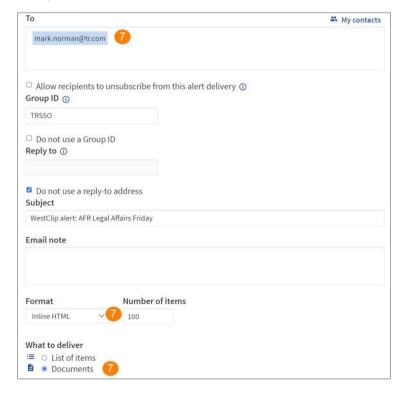




6. In the Enter Search Terms section, ensure sort order is By Date and documents are no older than Past week. Click on the Continue button.

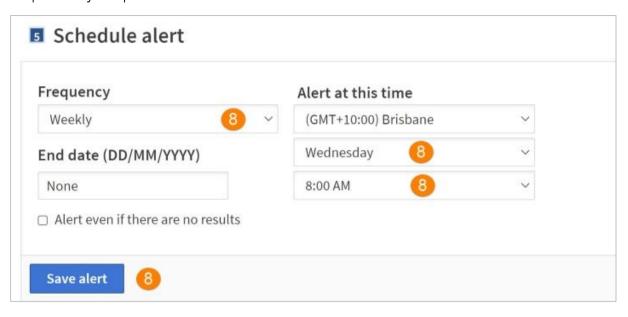


7. In Customise Delivery section, enter email addresses, change format to Inline HTML. Set What to Deliver option to documents. Click on the Continue button.





8. In the Schedule alert settings select weekly on WEDNESDAYS as there is a 3 day embargo imposed by the publisher. Save the alert.



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