Westlaw Precision Australia

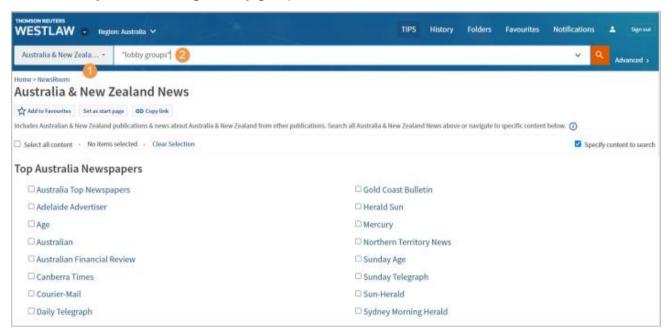
Creating a Newsroom Alert



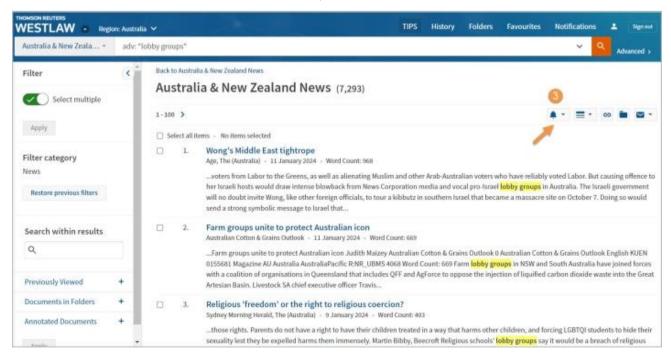
Creating a Newsroom alert

You can create alerts based on Newsroom searches to monitor the media as part of a current awareness service.

- 1. To create a Newsroom alert, go to the Newspaper or the media of interest.
- 2. Conduct your search, e.g., "lobby groups".

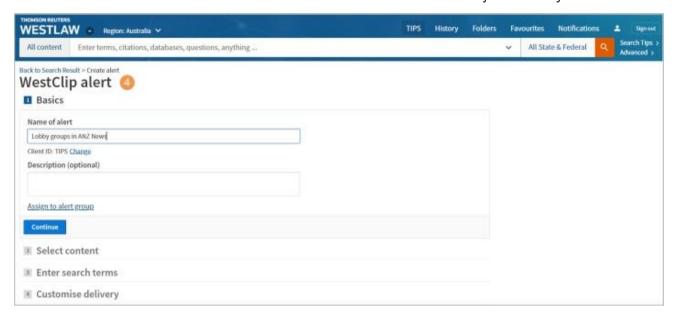


3. Click on the Bell icon to create the Westclip Alert.

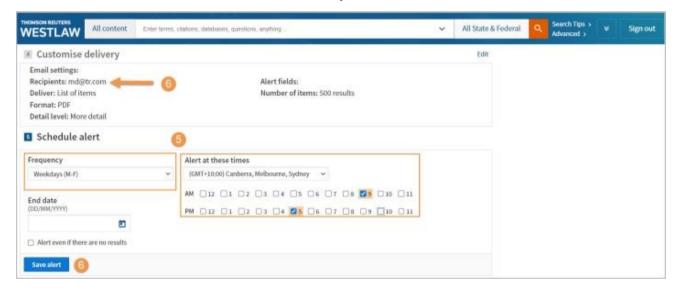




4. Enter a name for the alert and click Continue. It will also be the subject line of your email.



- 5. As you work through the alert template, the Selected Content and Search Terms stages are already populated, but you can change these if you wish.
- 6. To schedule your alert, set the delivery times (usually once a day).
- 7. Ensure the email details are correct and finally, click the **Save alert** button.



Looking for more information?

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