

## WestlawNext Canada - Transcript

### How to search Canadian journals and articles in WestlawNext Canada

Welcome to this tutorial on how to search Canadian journals and articles in WestlawNext Canada.

From the WestlawNext Canada home page, select the Articles and Newsletters link located in the Commentary section. A list of all Canadian Law Report Articles, Law Reviews and Journals and Newsletters appears. To search in a specific publication, select its link and then enter your search terms into the search box at the top of the page or select Advanced to use a customized search template. Note that a list of the 10 most recent documents for that publication appears. To retrieve the full text of a document select its link.

To determine the coverage of any publication, select the Scope Note icon, represented by an “i” inside a circle. The Scope note provides information on coverage, how to cite articles as well as field abbreviations you can use in Boolean searching.

To search all journals, articles and newsletters enter your search terms into the search box at the top of the page or select Advanced to use the search template. Let’s run a search.

The results list page displays your documents in relevancy order; however, you can change the sort order to Date on-the-fly. Additionally, you can use the filters on the left side to narrow your results. You can enter additional terms into the Search within results box. You can also restrict your results list by publication, date, keywords in the title and author’s name. You can also narrow your list to those articles you have either viewed or not viewed in the last 30 days and saved or not saved in a WestlawNext Canada folder.

You can save select documents to a WestlawNext Canada folder from here and you can also email, print and download the result list or specific documents as well.

To retrieve the full text of any document, select its link. Use the Next Term arrow to navigate to the search terms within the document and select Return to List to return to your results list. To learn more about how to work with documents, please review the other tutorials on this topic. This ends your tutorial on how to search Canadian journals and articles in WestlawNext Canada.

For assistance using WestlawNext Canada select Help located at the bottom of any page to access other WestlawNext Canada tutorials and Quick Reference Cards or register for a training Webinar facilitated by one of our Learning Consultants. Select Contact Us for information on how to contact our Technical and Reference Support teams.