

# WestlawNext CANADA

## Home Page – Overview

The screenshot shows the WestlawNext CANADA home page interface. At the top, there is a navigation bar with links for TRAINING, Legal Topics, Folders, History, Alerts, Help, and Sign Off. Below this is a search bar with a search button and an 'ADVANCED' link. The main content area is divided into several sections: 'Browse' (with sub-sections like All Content, Find and KeyCite by Name, etc.), 'Browse Legal Topics', 'My Subscriptions', and 'Active Project Folder'. A sidebar on the right contains 'Research (1)', 'Favourites', and 'Custom Pages'. At the bottom, there are links for 'Edit home page', 'Preferences', 'My Contacts', 'Getting Started', 'Help', 'Basculer vers l'interface française', 'Live Chat', and 'Sign Off'. The footer contains copyright information and contact details.

- 16 **Custom Pages:** Create custom pages tailored to your research needs and include tools such as folders, favourites and alerts.
- 17 **Preferences/My Contacts:** Set your preferences for searching and more. Create groups with My Contacts.

- 1 **Federated search box:** Search content from one box or retrieve recent searches to run them again.
- 2 **All Content:** Browse or search within a specific content-type.
- 3 **Client ID:** Change the Client ID on the fly.
- 4 **Legal Topics:** Find relevant materials across multiple content sources.
- 5 **Folders:** Access your recently used folders or view/organize all folders.
- 6 **History:** Access recent documents/searches or your research history for up to one year.
- 7 **Alerts:** Access your WestClip and KeyCite Alerts Centre.
- 8 **Help:** Access online help – tutorials and guides.
- 9 **Sign Off:** Sign off WestlawNext Canada.
- 10 **Find:** Find or KeyCite (Note up) a case or statutory provision or rule by name or citation.
- 11 **Advanced:** Search using a template with pre-defined fields customized to the content-type you are searching.
- 12 **Browse Legal Topics:** See *Legal Topics* above.
- 13 **My Subscriptions:** Access your source subscription's home page and search the content within it.
- 14 **Active Project Folder:** Add documents or snippets of text to your project folder from almost any page.
- 15 **Favourites:** Add content pages to your Favourites for easy access from the home page. See a list of content pages you visit most often.

## Search Results List Page (Cases and Decisions)

The screenshot displays the WestlawNext Canada search results page. At the top, the search bar contains the query "motorcycle and 'stunt driving'". The page title is "Cases and Decisions (100)". The left sidebar shows various content types and their counts, such as "Cases and Decisions" (100), "Statutes and Regulations" (250), and "Rules" (4). The main content area shows a list of search results, with the first two results highlighted: "1. R. v. Murray" and "2. R. v. Silva". Each result includes a document title, court information, and a snippet of the document text. The right sidebar shows "RELATED RESOURCES" including "Canadian Abridgment Digests" and "Motor vehicles MOT.X.1.a.xiii Driving offences - Engaging in stunt". The page is annotated with numbered callouts (1-14) pointing to various UI elements.

- 1 **Logo:** Select the logo to return to the WestlawNext Canada home page.
- 2 **View:** Select a content-type to view in the right frame.
- 3 **Federated search box:** Enter a new search from any page.
- 4 **Project folder:** Save or access documents from your folder.
- 5 **Navigate pages:** Navigate to the next or previous 20 hits.
- 6 **Sort by:** Re-sort the result list by relevance, date, most cited or court level.
- 7 **Alert:** Create an alert and automatically receive updates on any new results for a search you conducted.
- 8 **Detail Selector:** Choose the level of detail shown for each result.
- 9 **Save to Folder:** Save documents to a folder for later use.
- 10 **Document Delivery:** Print, email or download one or more documents.
- 11 **Research Icons:** Visual indicators that a note was added, the document was previously viewed or saved to a folder.

- 12 **Related Resources:** Link to similar cases in the Canadian Abridgment Digest.
- 13 **Document details:** Right frame shows document title, court date and citation for each case along with the Abridgment Classification and a snapshot of your search terms within the document.
- 14 **Filters:** Narrow your results using a variety of custom filters.

## Document Page Overview (Cases)

The screenshot displays the WestlawNext Canada interface for a case document. At the top, there is a search bar with the query 'picketing shopping mall' and a 'Search' button. Below the search bar, the document title 'K Mart Canada Ltd. v. U.F.C.W., Local 1518' is shown, along with its citation: '1999 CarswellBC 1909, Supreme Court of Canada, British Columbia, September 9, 1999 (Approx. 39 pages)'. The interface includes a navigation bar with tabs for 'Document', 'History (5)', 'Citing References (177)', 'Legal Memos (1)', 'Court Docs (0)', and 'Experts (0)'. A sidebar on the right contains sections for 'CASE VIEWS', 'RELATED RESOURCES', and 'FIND OTHER CONTENT RELATED TO THESE LEGAL TOPICS'. The main content area shows the case details, including the court name, date, and a list of related cases and resources. Numbered callouts (1-17) are placed over the interface to highlight specific features.

- 1 **Document details:** Document title, court, date, citation and KeyCite flags.
- 2 **Tabs:** Note up with KeyCite tabs.
- 3 **Return to list:** Return to your search result list.
- 4 **Navigate documents:** Navigate documents in your result list.
- 5 **Navigate search terms:** Navigate search terms in your document.
- 6 **Original:** Retrieve the original decision in PDF format, where available.
- 7 **Language:** Switch between languages, where available.
- 8 **Go to:** Jump to a specific part in the document (e.g: opinion).
- 9 **Alert:** Automatically track statutes, regulations and cases you are relying on with KeyCite Alerts.
- 10 **Search:** Search within the document.
- 11 **Display options:** Adjust the document font and margins.
- 12 **Annotate:** Add a note to the document or show/hide notes you have already added.

- 13 **Save to Folder:** Save the document to a folder.
- 14 **Delivery:** Print, email or download the document or send it to Case Notebook or Amazon Kindle.
- 15 **Full screen:** Expand the document view for easier viewing.
- 16 **Case Views:** View the case from a specific reporter.
- 17 **Related Resources:** Link to related resources – McGill Guide, Canadian Abridgment Digests and other relevant materials.

## KeyCiting (Noting up)

To access specific KeyCite Canada information select the **History** and **Citing References** tabs at the top of the case or legislative provision.



## WestlawNext Canada Document icons

- **Previously Viewed:** Indicates that you've viewed the document within the last 30 days.
- **Saved to folder:** Indicates that you have added the document to a folder.
- **Note Added:** Indicates that you have added a note to the document.
- **Annotation in Folder:** Add a note to a document within a folder.
- **KeyCite References:** A variety of icons appear to indicate the status of the case or statutory provision.
  - : Warns that the case may not be good law, or has been reversed, overruled or not been followed within the same jurisdiction or the SCC.
  - : Warns that the case has some negative history or treatment or that a treatment has been added that has not yet been editorially analyzed.
  - : Indicates the case has some history.
  - : Indicates that there is no history but that there are treating cases or other citing references. For legislative provision indicates that there are treating cases or other citing references.
- **Legal Memoranda:** Indicates the case has associated legal memos.
- **Court Documents:** Indicates the case has associated court documents (motions, facta and pleadings).

## Need Help?

- Visit the Customer Learning Centre (<http://learning.thomsonreuters.ca>) for our collection of eLearning resources and complimentary training options.
- For **Technical Support**, call: 1-800-387-5164 or 416-609-3800 (Toronto) Option 2 or email: [techsupport.legaltaxcanada@tr.com](mailto:techsupport.legaltaxcanada@tr.com). **OnePass and Login Assistance** available 24/7.
- For **Research Support**, call: 1-800-387-5164 or 416-609-3800 (Toronto) Option 3 or email: [researchsupport.legaltaxcanada@tr.com](mailto:researchsupport.legaltaxcanada@tr.com).
- **Live Chat:** Select the **Live Chat** link located at the bottom of any page.
- Select the **Help** link located at the top of any WestlawNext Canada page.