

WestlawNext Canada eBulletin

August 2016

WHAT'S NEW

Alert Management Centre

Canadian international customers may already be familiar with this feature as they have access to it on the U.S. platform. AMC is essentially a module for account administrators which will further enhance the developments made to Alerts on WestlawNext Canada last year.

“Administrator alerts” will allow account Administrators to create organization-owned alerts for the entire account. They will also offer some additional functionality different from regular alerts (for example, allow recipients to add customized logos to alerts and newsletters).

The Alert Management Centre enables administrators to:

-Create and manage administrator alerts (organization-owned), which have additional features such as:

- Allow recipients to view results and full-text content without signing in to WestlawNext Canada
- Add customized category tags to alerts for precise organization and filtering
- Add a logo to alerts and newsletters
- Edit and moderate newsletters before they are delivered to recipients

-Make changes to multiple alerts at once

-Create and edit alerts on behalf of others

-Assign private alert privileges



The Alert Management Centre on WestlawNext Canada is integrated into the existing interface for Alerts, so administrators do not need to learn a separate interface. Along with additional options that appear when creating/editing alerts, there will be two new links on the main interface:

(1) The “edit selected” link will enable administrators to make changes to multiple alerts at once

The screenshot displays the WestlawNext Canada Alerts management interface. At the top, there is a search bar and navigation tabs for Alerts, Newsletters, and Settings. The main area shows a list of alerts with columns for citation, last update, next update, client ID, and owner. A context menu is open over the selected alert '1994 CarswellSask 134', listing actions such as 'Remove Recipients', 'Change Owner', 'Change Client ID', 'Change Frequency', 'Add Categories', 'Remove Categories', and 'Assign Alert Groups'. A modal dialog titled 'Edit Selected Alerts' is overlaid on the interface, featuring an 'Add Recipients' section with a search box and a 'My Contacts' list, and a 'Remove Recipients' section. The dialog includes 'Save' and 'Cancel' buttons at the bottom.

(2) The “settings” link will allow administrators to assign private alert privileges; upload logos and more

The screenshot shows the WestlawNext Canada interface. At the top, there is a search bar with the text "Q- Enter search terms, citations, databases, anything ...". Below the search bar, there are two main sections: "Alerts" and "Newsletters". The "Alerts" section is active, and it contains several links: "Logo", "Alert Privacy", "Reply-to Address", "Error Notifications", and "Manage Alert Groups". An orange arrow points to the "Manage Alert Groups" link. The "Manage Alert Groups" section is expanded, showing a search bar with "Q-" and a list of letters: ALL, A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, OTHERS. The "Logo" section is also visible, with the heading "Logo" and "Custom Logo". It contains the text "Choose up to four PNGs, JPEGs, or GIFs to appear at the top of delivered Alert results." and "The logo should be no more than 512 KB.". There is a checkbox labeled "Add Custom Logo" which is checked. Below it, there is a radio button labeled "Logo 1" and a text input field with the placeholder "Enter URL where logo is saved:". To the right of the text input field, there is a yellow bell icon.

For more detailed information on how to use Alert Management Centre, visit our Customer Learning Centre for Quick Reference Guides and a video Tutorial. For Frequently Asked Questions, click here.

New Research and Writing Tools

Two new research and writing tools have been added to WestlawNext Canada to help users work more efficiently: a legal research checklist and an annotated memo template. The research checklist is an easy way to ensure that a researcher has consulted all the appropriate material in their research and has not missed anything. The legal memo template provides a structure and written instructions to guide a researcher through drafting a memo. Both of these new tools are based on *The Practical Guide to Canadian Legal Research, Fourth Edition* by Nancy McCormack, John Papadopoulos, and Catherine Cotter.

WestlawNext CANADA

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LawSource

Q - Search LawSource

FIND SEARCH ADVANCED

E's Research (12)

Home

LawSource Edit Make this My Start Page

Search all LawSource content above or navigate to specific content below.

Primary Sources

- Cases and Decisions
- Statutes and Regulations
- Rules

Commentary

- Canadian Encyclopedic Digest
- LawSource Journals and Law Reviews

Finding Tools (not in LawSource search)

- Canadian Abridgment Digests
- Index to Canadian Legal Literature (ICLL)
- LawSource Concordances
- Words & Phrases Judicially Defined
- Research and Writing Tools**

TOOLS & RESOURCES

- BestCase Library
- Drafting Assistant

FIND BY NAME

- Find and KeyCite a Case by Name
- Find and KeyCite a Statute or Regulation by Name
- Find and KeyCite a Rule by Name

CURRENT AWARENESS & EXTERNAL RESOURCES

- Latest Supreme Court of Canada Cases
- About KeyCite Canada

RELATED RESOURCES (SEPARATE SUBSCRIPTION)

- Canadian Guide to Uniform Legal Citation (McGill Guide)
- Insurance Acts Concordance
- eReference on ProView
- Canadian Bar Association Concordances
- Legal Memoranda
- Pleadings, Motions and Facta/Briefs
- Insolvency Court Filings

ABOUT

- What's in LawSource
- LawSource Currency Notes

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Research and Writing Tools ★ Add to Favourites

[Legal Memo Template](#)

[Research Checklist](#)

[A Short Guide to the Canadian Abridgment \(English version\)](#)

[A Short Guide to the Canadian Abridgment \(French version\)](#)

[Canadian Court Chart](#)

[Abridgment Citation Abbreviations List](#)

New OHS General Subject

A new general subject is being added to Cases and Decisions on WestlawNext Canada. The Occupational Health and Safety subject is being added to all relevant cases and decisions. This allows researchers to use filters to narrow down their search results by this new general subject. There will also be a new page for this subject. This allows users to restrict their search to the Occupational Health and Safety case collection as a starting point.

The screenshot shows the WestlawNext Canada search interface. At the top, there are tabs for 'All Content' and 'Cases and Decisions'. The 'Cases and Decisions' tab is selected. Below the tabs is a search bar with the text 'Q- advanced:' and a 'FIND' dropdown menu. To the right of the search bar is a 'SEARCH' button and the word 'ADVANCED'. Below the search bar are several filter sections: 'Judge/Decider', 'Counsel', 'Headnote', 'Abridgment Classification', 'Carswell/CLB Law Reports', 'Subject', and 'Citation Frequency'. The 'Subject' dropdown menu is open, and 'Occupational Health and Safety' is highlighted with a yellow oval. Below the filters is a 'Clear All' button.

WestlawNext CANADA

All Content Cases and Decisions

1 | Can Abr Key | Folders | History

Q- advanced: FIND SEARCH ADVANCED

Judge/Decider

Counsel

Headnote

Abridgment Classification

(enter Abridgment subject, Classification number or Classification phrase)

Carswell/CLB Law Reports

All Reporters

Administrative Law Reports

Alberta Law Reports

British Columbia Law Reports

Subject

Natural Resources

Occupational Health and Safety

Property

Public

Restitution

Citation Frequency

Unrestricted

Clear All

COMING SOON

The Annotated Checklists on Litigator will soon expand to include Saskatchewan

Authored by Nicholas M. Cann at McKercher LLP, the new Saskatchewan checklists will add to the provinces currently covered: Ontario, British Columbia, Alberta and Manitoba. These checklists were expertly crafted for Litigator on WestlawNext Canada covering every step of the civil litigation process, from the initial client meeting to post-trial and settlement matters. Each item of the checklists is fully annotated with key legislative provisions, case law, related commentary and practice tips. The checklists also feature links to related materials on WestlawNext Canada. Finally, the checklists are available for download in MS Word format, allowing them to be completed electronically, to be printed for use as hardcopy or to be customized to best suit the practices of the user.

