

Password registration process for new students/faculty

STEP 1 Go to lawschool.thomsonreuters.com/register

STEP 2 Enter your first and last names, email, and Registration Key. Select **Start Registration**

Discover Thomson Reuters



Law School Survival Guide

REGISTRATION

Access Westlaw and more:
Register your Law School key

First Name: *

Tim

Last Name: *

Lawstudent

Email: *

tim.lawstudent@lawschool.org

Registration Key: (xxxx-xxxx) *

S7BTT-H6TBL

Start Registration



STEP 3 Select **Continue**

[← Back to Law School Portal](#)

THOMSON REUTERS
OnePass

Register a product

Add a new product registration key to your OnePass profile.

Product

Law School Portal

Registration key

🔑 S7BTT-H6TBL

Custom label

ACADEMIC_08/06/2019

Email

tim.lawstudent@lawschool.org

Continue

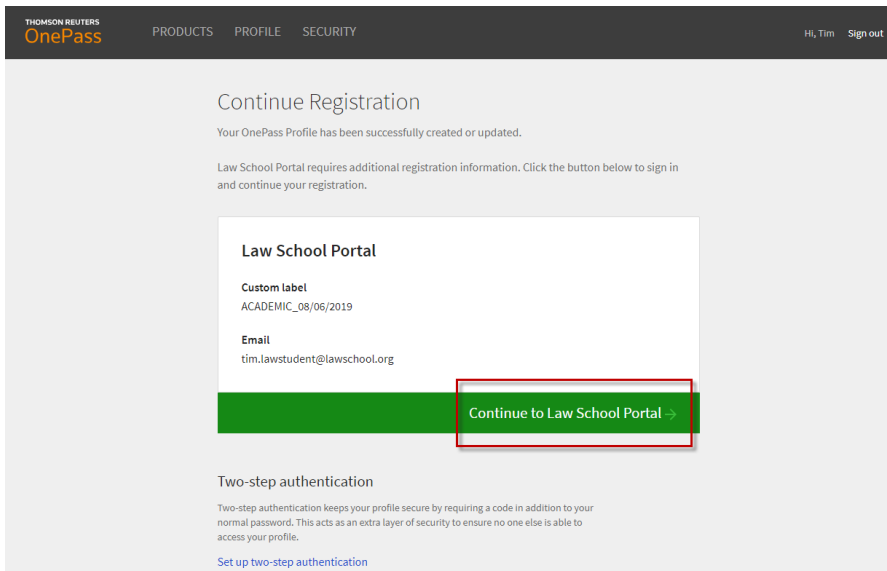
STEP 4 Confirm your email address. Select **Continue**

The screenshot shows the 'Create profile' page for Step 4. The Thomson Reuters OnePass logo is in the top left. A progress bar at the top indicates '1 Personal information' is active and '2 Security' is next. The main heading is 'Create profile'. The 'Personal information' section contains the following fields: 'First name' with 'Tim', 'Last name' with 'Lawstudent', 'Email' with 'tim.lawstudent@lawschool.org', and 'Confirm email' with 'tim.lawstudent@lawschool.org'. Below these is an 'Additional emails (optional)' section with a note: 'OnePass can send account notifications to others, such as administrators. Separate multiple emails with commas.' and an empty text box. A blue 'Continue' button is at the bottom.

STEP 5 Create your username and password, and choose a security question. Select **Create**

The screenshot shows the 'Create profile' page for Step 5. The Thomson Reuters OnePass logo is in the top left. A progress bar at the top indicates 'Personal information' is complete with a green checkmark and '2 Security' is active. The main heading is 'Create profile'. The 'Security' section contains the following fields: 'Username' with 'Newuser10' and a note 'Your username is case sensitive.' and 'Your username meets requirements.'; 'Password' with masked characters and a 'Show' button, with a note 'Your password meets requirements.'; 'Confirm password' with masked characters and a 'Show' button; 'Security question' with a dropdown menu showing 'What is your pet's name?'; and 'Answer' with 'Snuggles'. A 'Back' button is on the bottom left and a blue 'Create' button is on the bottom right.

STEP 6 Select **Continue to Law School Portal**



STEP 7 Complete the Time Zone and Year in School forms. Select **Agree & Complete Registration**.

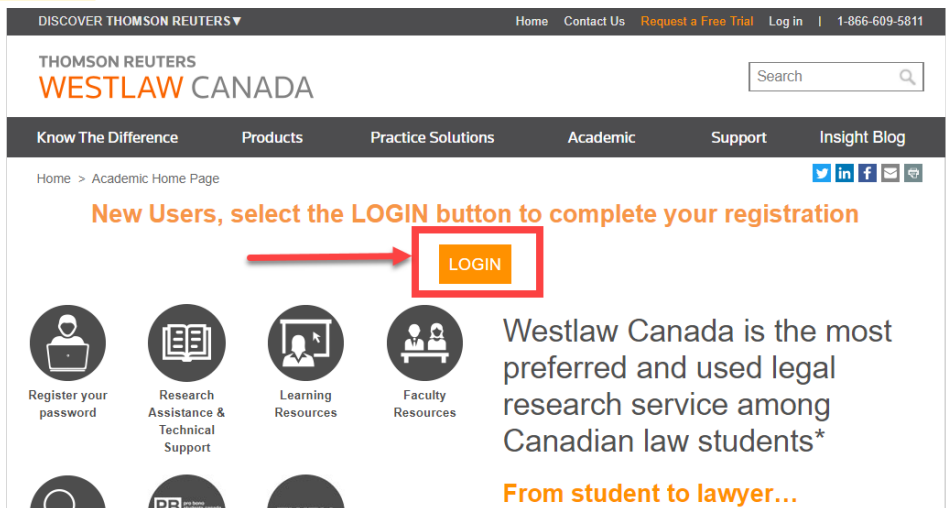
✔ You're almost ready to access lawschool.tr.com, TWEN and Westlaw, we just need a few more details...

The screenshot shows two form sections. The 'Time Zone' section has a dropdown menu set to 'Central' and a checked checkbox for 'Use Daylight Savings Time'. The 'Year in School' section has three dropdown menus: 'Your Year in School' set to '1L', 'Graduation Semester' set to 'Spring', and 'Graduation Year' set to '2023'. Below these is a radio button selection for 'Part-Time?' (unselected) and 'Full-Time Student' (selected).

By clicking on the "I Agree" button and using Westlaw and TWEN, you agree to be bound by the terms and conditions of the [Westlaw Canada Subscriber License](#).

Agree & Complete Registration

STEP 8 On the Academic Home page, click **Login**. **Note:** you **must** click the Login button and sign into Westlaw to complete the registration process



Once on the Westlaw Edge Canada Home page, you have successfully completed the password registration process – and you are now ready to use Westlaw Edge Canada!

The screenshot shows the Westlaw Edge Canada home page. At the top, there is a dark blue banner titled "What's new on Westlaw Edge Canada?" with "Show less" and "Show more" buttons. Below this are three feature cards: "KeyCite Overruling Risk" (Be informed with the only citator that warns you when a point of law has been implicitly undermined), "Judicial Consideration" (Better understand the law with cases that meaningfully interpret statutory provisions), and "Efficiently Engage with Content" (Enjoy seamless research experience, assign colours to search terms or phrases, and easily jump to specific sections of cases). Below the banner is the Thomson Reuters logo and "WESTLAW EDGE CANADA" with a dropdown arrow. To the right are navigation links: "123", "My Subscriptions", "History", "Folders", "Favourites", "Notifications", a user icon, and "Sign out". A search bar contains the placeholder text "Enter terms, citations, databases, questions, anything ...". To the right of the search bar are "Search Tips > Advanced >" and a "Find" button. Below the search bar is a horizontal menu with "All Content", "Find and KeyCite by Name", "McGill Guide", "International", and "Products and Features". The main content area is divided into "Primary Sources" and "Commentary". Under "Primary Sources", there are two columns of links: Cases, Board and Tribunal Decisions, Securities Regulatory Materials and Bulletins, Statutes and Regulations, Rules, and Policy Documents and Directives. Under "Commentary", there are two columns of links: Canadian Encyclopedic Digest, Legal Memoranda, Personal Injury Practical Guidance (ON), and Collective Agreement Summaries; Texts and Annotations, Articles and Newsletters, O'Brien's Encyclopedia of Forms, and Causes of Action, Defences and Remedies. On the right side, there are two promotional boxes: "September 2021 Westlaw Edge Canada Latest Updates" with a "View Updates" button, and "Browse Legal Topics" with a description: "Find related case law, Canadian Encyclopedic Digest, expert commentary and legal memos."

For assistance or questions, call 1-800-387-5164 or email techsupport.legaltaxcanada@tr.com

You also have access to a variety of resources on the [Customer Learning Centre](#)^{*}, such as training options, tutorials and guides, to help you get the most out of your experience. We look forward to working with you!

The Westlaw Edge Canada Academic Team

^{*}Customer Learning Centre: <https://store1.thomsonreuters.ca/learning/westlawedgecanada/>

