Westlaw® Canada
Quick Reference Card
Using Boolean Connectors & Expanders

Westlaw Canada users can structure their search using Boolean connectors and expanders. These connectors and expanders may be used in lieu of *The Results must contain* options on the Custom Search Template or on the Terms and Connectors Search page.

When using Boolean logic, formulate your query by using search terms significant to your issue and decide which connectors/expanders to place between your terms. Search on the main issue only and then refine your search by using **Locate in Result**.

Connectors

You may use the following Boolean connectors in your query:

Use:	To retrieve documents containing:
a space (or)	any of these terms. **This is the default connector.** Example: **car automobile**
& (and)	all search terms. Example: **narcotics & warrant**
" " (phrase)	terms in this exact order. Example: **"attractive nuisance"**
+n	the first search term preceding the second by *n* terms (where *n* is a number) Example: **justice +3 McLachlin**
/n	search terms within *n* terms of each other (where *n* is a number). Example: **support /3 payment**
+s	the first term preceding the second within the same sentence. Example: **palsgraf +s island**
/s	search terms in the same sentence. Example: **design /s defect**
+p	the first term preceding the second within the same paragraph. Example: **appeal +p held**
/p	search terms in the same paragraph. Example: **hearsay /p utterance**

Use:	To exclude documents containing
% (but not)	search terms following the percent symbol. Example: **(support /3 payment % spousal)**

CARSWELL®

THOMSON REUTERS

Expanders

Use these special characters to retrieve variations of your search terms:

Character	Enter:	To retrieve:
Root Expander (!)	negligen!	negligent, negligence, negligently
Universal Character (*) (each * represents one character only)	gr*w jur**	grow, grew jury, juror
Turning off Plurals and Equivalents (#)	#perm	perm (*does not retrieve permanent*)

Order of Processing

Connectors are processed in the following order:

" " (phrase), space (or), +n, /n, +s, /s, +p, /p, &, %

Parentheses can be used to change the order of the search.

A Note about Word Forms

When choosing search terms consider the various forms they might take. Please see the following chart for more information.

	Enter:	To Retrieve:
Plurals – Enter the singular form to automatically retrieve the plural form as well. *If you enter the plural form, only the plural is retrieved.*	computer woman memorandum	computer, computers woman, women memorandum, memorandums, memoranda, memo, memos
Possessives – Enter the non-possessive form to automatically retrieve the singular and plural possessive forms as well. *If you enter a possessive form, only that possessive form is retrieved.*	customer	customer, customers, customer's, customers'
Compound Terms – Enter the hyphenated form to retrieve all forms. *If you do not include hyphens you will not retrieve all variant forms.*	good-will "good will" goodwill	good-will, good will, goodwill good will, good-will goodwill
Abbreviations – Enter the term with periods and without spaces to retrieve all variations of an abbreviation.	c.b.c. "c.b.c." "c b c" cbc	c.b.c., c b c, cbc c. b. c., c b c c. b. c., c b c cbc