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## Introducing Westlaw Drafting Assistant and its Unique *Locate Authority* Search

Cases are often decided on paper and your attorneys now have a powerful tool that will help them with the critical tasks associated with creating legal documents. [\*Westlaw Drafting Assistant\*](#) is a new product that combines the research functionality of *Westlaw* with the organizational advantages of [\*West Case Notebook\*](#), and includes various formatting features to provide your attorneys with the tools they need to draft the highest quality work product. Attorneys like to have everything at their fingertips when they sit to draft a legal document – the case file, sample documents, and their legal research. *Westlaw Drafting Assistant* gives your attorneys the tools to keep their drafting rhythm because it brings all the information and tools attorneys need to draft, where they draft – in their word-processor.

*Westlaw Drafting Assistant* is easy to access from the *West Solutions* toolbar of your word-processing software. Attorneys will often realize as they are drafting that additional research is necessary. *Drafting Assistant* allows them to easily initiate a *Westlaw* research session without leaving their word-processor. They can create their search and view their results in a *West Solutions* viewer window. Your attorneys won't have to jump between several open applications or duplicate work. They can view, print, email or send results to *Case Notebook* from the *West Solutions* viewer. They can also highlight portions of documents from their results and send or drag and drop text right into their documents. And, since your attorneys never have to leave their word-processor, they are able to keep their drafting rhythm.

### Locate Authority

It is very common for attorneys to start drafting legal arguments off the top of their head and then make notes in their draft that remind them to come back later and find a citation that supports their argument. The *Locate Authority* feature in *Drafting Assistant* helps them to do just that. It searches *Westlaw* for the best authority that supports their legal arguments. Your attorneys can highlight the text in their document and insert *Locate Authority* tags if they want to come back later to run the *Locate Authority* search.

*Locate Authority* initiates a special type of *Westlaw* search that is designed to identify highly relevant results. *Locate Authority* leverages the fact that we know the task your attorney is

doing requires a narrower search. Your attorneys can also use **Locate Authority** to see how others have referenced the case they are citing. **Locate Authority** will save your attorneys time during the drafting process by making it much easier to cite their authority!

**Westlaw Drafting Assistant** will also help your attorneys validate formatting. It searches the document and suggests changes such as font size, margin size, page formatting and more based on the rules of their chosen jurisdiction. **Westlaw Drafting Assistant** thus saves hours by providing seamless drafting, research, and analysis, so locating information, authority, and research will not interrupt your attorney's drafting rhythm!

[For more information on Westlaw Drafting Assistant, a demo, and handouts, please click here.](#)

For training or if you have any questions regarding your access to this content, please contact your Librarian Relations or Account Manager.

### **West Key Number System: Not new, but improved!**

As times change, so must the [West Key Number System](#). The most recent update to the Key Number System resulted in approximately 348,000 headnotes being reclassified by West attorney-editors.

The most significant changes are in the digest topic Corporations (topic 101). Renamed **Corporations and Business Organizations**, the topic expands its scope to include sole proprietorships, limited liability companies, business trusts, and business, trade, and professional associations. Changes include new Roman Numeral divisions and reclassifications relating to non-profit corporations (previously, these headnotes were scattered throughout the topic); derivative actions; piercing the corporate veil; and mergers, acquisitions, and reorganizations. *Corporations and Business Organizations* replaces the now-retired topics Joint-Stock Companies and Business Trusts (topic 225) and Limited Liability Companies (topic 241E).

Other changes include the following:

- **Common Interest Communities** (a new topic, 83T) includes various residential associations, such as condominiums, cooperative apartments, homeowners' associations, and time shares. It will replace Condominium (topic 89A), which becomes obsolete.
- Topic Trover & Conversion (topic 389) will be replaced by new topic **Conversion and Civil Theft** (topic 97C).
- Conversion (topic 97) will be replaced by new topic **Equitable Conversion** (topic 149T).
- **Courts** (topic 106) will have significant enhancements in the areas of personal jurisdiction and forum non conveniens.

For more information on the [West Key Number System](#) or to view a demo, please click here.

## EXTRA! EXTRA! Read all about it!!! NewsRoom adds Washington Post and expands New York Times content!

*NewsRoom* now contains the full coverage—all sections—of the **Washington Post**, including

- all news and editorial materials
- print editions
- online content
- all zones

**Washington Post** coverage in *NewsRoom* has been extended all the way back to January 1990. Access the **Washington Post** database (WASHINGTONPT) for this full 21 year coverage. The existing *Washington Post (Selected Coverage)* database (WP-BUS) will remain on *Westlaw* but will now be known as *Washington Post News Service*. It will offer 120 stories per day from the **Washington Post** and its partner *Bloomberg News*. WP-BUS will continue to have a rolling 90-day archive.

*NewsRoom* has also expanded its already expansive coverage of the **New York Times**. The 30-year archive will now include breaking news alerts from the Times' real-time feed, as well as blogs and additional online content. On *Westlaw*, access the **New York Times** database (NYT) for this enhanced content. To retrieve **only** the Times' professional blogs, access the **New York Times Blogs** database (NYTBLOGS).

[For more information on Westlaw NewsRoom, please click here.](#)

For training or if you have any questions regarding your access to this content, please contact your Librarian Relations or Account Manager.

## What's Next for WestlawNext?

### State and Federal Dockets are now in WestlawNext

You can now access **Dockets** from the [WestlawNext](#) home page and search any of the 535 state and federal dockets databases that were recently added to *WestlawNext*. This new content category in *WestlawNext* makes for a simple and straightforward search. Take advantage of the no-frills *WestSearch* search engine and a variety of *WestlawNext* filters to zero in on relevant dockets. If you prefer, you may even use a jurisdiction or topic specific advanced search template.

### Sort by Table of Contents

You now have a *Table of Contents* option on the *Sort by* drop-down menu for Statutes and Regulations. Choosing this *Sort by* option will reorder the results based on the order they

appear in the table of contents. You can set *Table of Contents* as the default for Statutes and Regulations in *Search Preferences*.

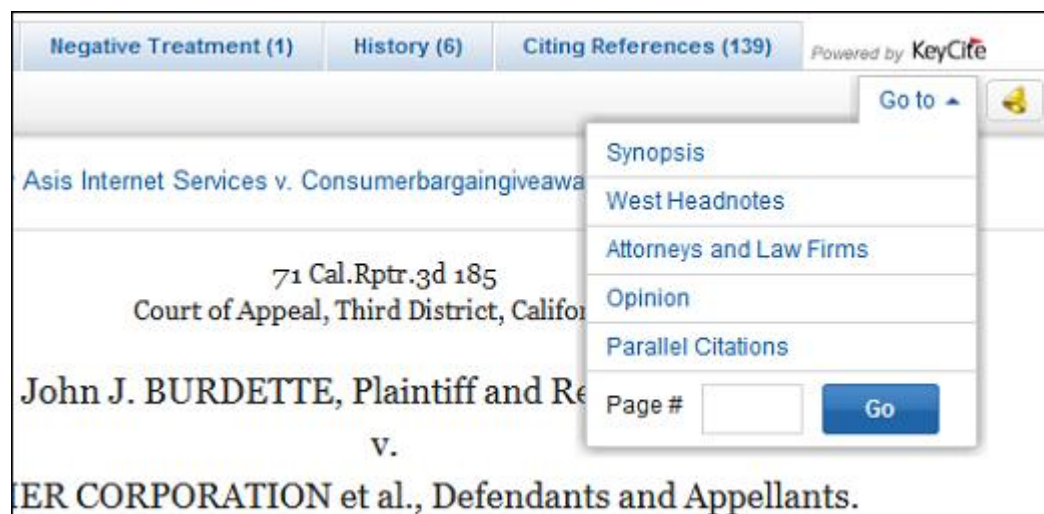
### Search text in this document (magnifying glass) icon

You can now use the *Search text in this document* (magnifying glass) icon to search the text of any document using **full Boolean Terms and Connectors and field searching**. A new search box drops down when you click the magnifying glass icon. When you click *Search*, the text of the document will be searched for matches. The page will automatically navigate to the first page view with the terms highlighted in green.

### Go to button...

It has always been easy to jump to specific parts of the case you are viewing in *WestlawNext* (e.g., to the headnotes, the opinion, or a page number from the applicable case reporter). But now, it's even easier! The *Page #* and *Skip to* buttons have been replaced with the **Go to button**. Click **Go to**, and a single menu containing the options from the former *Page #* and *Skip to* buttons is displayed for easier document navigation (see below).

*Note:* To jump to specific terms in the document, you still need to click the **Search text in this document** (magnifying glass) icon.



**Go to options for easy navigation**

### Spell-check for Search within Filter

A spell-check feature is now available for the *Search within Results filter*. For example, if you type "ancillary" in the *Search within* results text box, the message "Did you mean: ancillary" will be displayed. To apply the filter with the correct spelling, click **ancillary** in the message.

### Did you miss the last Librarian In the Know Webinar?

Check out recordings of our *Librarian In the Know* webinars on the [Law Librarian Resource Center](#) under *What's New*. The My Account and PeopleMap sessions from January and

February are there and March's Litigation Story will be up soon! Look for invitations soon for our April 20<sup>th</sup> ***In the Know*** webinar on QuickView/Cost Recovery.