



# Beyond Cost Recovery

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Using QuickView+ for Westlaw and Westlaw Business



THOMSON REUTERS

**WEST**<sup>®</sup>

# Sign On - www.QUICKVIEW.com

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## QuickView+

FAQ Westlaw

SIGN UP FEEDBACK MY ACCOUNT

WELCOME

QuickView+ is a secure site. UAT

Please enter your Westlaw Password.

Sign On

Switch to sign on using [OnePass](#) [Username and Password](#)

QuickView+ is provided as a service to Westlaw subscribers for purposes only of estimating their Westlaw charges. Actual QuickView+ data (i.e., machine readable copies and printouts) may not be provided to any third party. The rates used for QuickView+ calculations are based on rates designated by subscribers or on the applicable Westlaw rates, which may or may not reflect



# Access Request Form – Easy – Next Day

## 1. QuickView+ Service

QuickView+ (www.quickview.com) is a secure web-enabled billing and reporting service that provides access to Westlaw usage and charges by password and client for all such users with a Subscriber's Westlaw billing account location. Westlaw charges via QuickView+ are estimated and are calculated at the applicable rates, without applicable discounts, or at rates designated by Subscriber. Actual charges to be billed by West may vary from the charges reported in QuickView+, and Subscriber agrees to pay such actual charges as billed.

## 2. Westlaw Password for QuickView+ Access

Subscriber may designate financial, library and billing personnel who will have access to QuickView+, provided the representative has an individual Westlaw password in his/her name. The person receiving access to QuickView+ shall have access to the usage and billing information related to the accounts (and related passwords and clients) designated in paragraph 6. Subscriber requests QuickView+ access for password of the following person:

\* Name:   
\* Title:   
\* Westlaw Password:   
E-Mail Address:

## 3. Charges

There are no charges for the use of QuickView+.

## 4. Security

Subscriber is solely responsible for designating Authorized Passwords with QuickView+ access and those for which access to QuickView+ is to be revoked. Subscriber is also solely responsible for preventing dissemination or disclosure of authorized passwords. Passwords with QuickView+ access shall have access to usage and billing information related to all passwords and clients of Subscriber's account numbers requested here

## 6. QuickView+ Accounts

QuickView+ access is requested for the usage and billing information for the following Subscriber Westlaw accounts for the Westlaw password as designated in paragraph 2:

* Westlaw Account Number	Account Location (City/State)
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

## 7. Authorization

Subscriber's Authorized Representative (i.e. the person authorized to contract on behalf of Subscriber) listed below grants the person designated in paragraph 2 permission to access Westlaw usage and billing information for the accounts listed above on behalf of Subscriber.

\* Subscriber's Authorized Representative:



# The Westlaw Connection

---

- User
- Client
- Day
- Account
- Tax
- Type
- If the Westlaw session captures the information - you can report on it using QuickView+.

Westlaw® BETTER RESULTS FASTER.

Sign On

Westlaw Password: [REDACTED]

Client ID: 635-898-5565 [Sign On](#)

Save this Password  Return to last Research Trail

Switch to sign on using your own [OnePass Username and Password](#)

Don't have an account? [Westlaw by Credit Card](#)

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Manage and review your account details.

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# Sign On - www.QUICKVIEW.com

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# QuickView+

FAQ Westlaw

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# The Power of QuickView+ - Create Report

- Which Accounts
- When
- What (usage)
- Who (users)
- Why
  - Cost Recovery
  - Mgmt Reporting
  - Chg verification

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## QuickView+

Create Report [GO] HELP FAQ THOMSON WEST

DOCUMENTATION WHAT'S NEW FEEDBACK MY ACCOUNT LOG OUT

USER - DEMO QV+ TEST, -

### Report Options

**QuickView+** has been enhanced. There are a few changes to the look and feel of the application. See the **What's New** tab above for more details.

Accounts are now listed in the drop-down list to the right labeled: **Select Account**

If you use Account Groups, click the radio button to the right labeled: **Account Group**

Account Groups are in the drop-down list on the right labeled: **Select Account Group**

### Create Report:

To begin, select an account or account group from the list below and select a delivery method. **SUBMIT**

Account  Account Group

Select Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

Select Delivery Method: Display

Select Date Range or Month: (Customized Reporting: January 01, 2009 - July 20, 2009 Monthly Reports: June 2009 - May 2007)

Select Begin Date: June 01, 2009 Or Select Month: June 2009

Select End Date: June 30, 2009

Select Special Offer Charges to Display: Do NOT Separate Included/Excluded Charges

Select Report Format: Summary-Account by Client

Select Level of Detail for Detail Usage Description: Enhanced Description

Time Format: Hours-Minutes-Seconds

Apply Special Pricing:  Yes

Calculate Tax:  Yes

Target Options:  Yes

Internet



# Cost Recovery

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QuickView+

Create Report GO HELP FAQ THOMSON WEST

DOCUMENTATION WHAT'S NEW FEEDBACK MY ACCOUNT LOG OUT

USER - DEMO QV+ TEST,-

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### Create Report:

To begin, select an account or account group from the list below and select a delivery method.

Account  Account Group

Select Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

Select Delivery Method: Display

Select Date Range or Month: (Customized Reporting: January 01, 2009 - July 20, 2009 Monthly Reports: June 2009 - May 2007)

Select Begin Date: June 01, 2009 Or Select Month: June 2009

Select End Date: June 30, 2009

Select Special Offer Charges to Display: Separate Included/Excluded Charges

Select Report Format: Summary-Account by Client

Select Level of Detail for Detail Usage Description: Enhanced Description

Time Format: Hours-Minutes-Seconds

Apply Special Pricing:  Yes

Calculate Tax:  Yes

Target Options:  Yes

Done Internet

# Cost Recovery

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## QuickView+

Create Report [v] GO HELP FAQ THOMSON WEST

DOCUMENTATION WHAT'S NEW FEEDBACK MY ACCOUNT LOG OUT

USER - DEMO QV+ TEST,-

### Report Options

◀ BACK

### Select Special Pricing Report Options:

Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

#### Special Pricing Options:

Enter Monthly Fixed Amount:  Or Enter Discount Rate:

Select Additional Pricing Fields for *Summary-Account by Client* Report Format:  Amount of Discount

Select Client IDs to Exclude from Special Pricing:

Enter Partial Client IDs or Matters to Exclude from Special Pricing:

Enter Start Position:   
(Multiple Partial Client IDs or Matters separated by semi-colon)

Remove Excluded Client Selections from Report:  Yes

SUBMIT ▶

SUBMIT ▶

Done Internet



# Cost Recovery

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## QuickView+

Create Report [v] GO HELP FAQ THOMSON WEST

DOCUMENTATION WHAT'S NEW FEEDBACK MY ACCOUNT LOG OUT

USER - DEMO QV+ TEST,-

**Account:** WEST QV DEMO ONE, EAGAN MN (1000200350) Target Client: All Clients  
**Date Range:** June 01, 2009 - June 30, 2009 GO 88888-101000  
**Report Format:** Summary-Account by Client 88888-102000  
 88888-103000

<< First < Previous (Page 1 of 1) Next > Last >>

Account by Client	Database Time	Transactions	Docs/Lines	Connect Time	Standard Charge	Special Pricing Charge	Tax Amount	Total Charge
Client 88888-150000								
Totals for Included		17	4,647		\$202.32	\$69.53	\$5.74	\$75.27
Totals for Excluded		4	1,398		\$47.96	\$0.00	\$3.96	\$51.92
Totals for Client 88888-150000		21	6,045		\$250.28	\$69.53	\$9.70	\$127.19
Client 88888-152000								
Totals for Included		1			\$3.75	\$1.29	\$0.11	\$1.40
Totals for Client 88888-152000		1			\$3.75	\$1.29	\$0.11	\$1.40
Client 88888-153000								
Totals for Included		10			\$50.00	\$17.18	\$1.42	\$18.60
Totals for Client 88888-153000		10			\$50.00	\$17.18	\$1.42	\$18.60
Client 88888-154000								
Totals for Included		1			\$3.75	\$1.29	\$0.11	\$1.40
Totals for Client 88888-154000		1			\$3.75	\$1.29	\$0.11	\$1.40
Totals for Account 1000200350	7:19:00	761	264,106	7:19:00	\$22,528.96	\$7,500.00	\$676.93	\$8,883.23
Report Totals - Included	7:04:04	732	256,046	7:04:04	\$21,822.66	\$7,500.00	\$618.64	\$8,118.64
Report Totals - Excluded	0:14:56	29	8,060	0:14:56	\$706.30	\$0.00	\$58.29	\$764.59
Report Totals	7:19:00	761	264,106	7:19:00	\$22,528.96	\$7,500.00	\$676.93	\$8,883.23



# The Other Features

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# QuickView+

DOCUMENTATION WHAT'S NEW FEEDBACK MY ACCOUNT LOG OUT

THOMSON WEST

USER - DEMO QV+ TEST, -

## Report Options

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Accounts are now listed in the drop-down list to the right labeled:

**Select Account**

If you use Account Groups, click the radio button to the right labeled:

**Account Group**

Account Groups are in the drop-down list on the right labeled:

**Select Account Group**

## Create Report:

To begin, select an account or account group from the list below:

Account  Account Group

Select Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

Select Delivery Method: Display

Select Date Range or Month: (Customized Reporting: January 01, 2009 - July 20, 2009 Monthly Reports: June 2009 - May 2007)

Select Begin Date: June 01, 2009 Or Select Month: June 2009

Select End Date: June 30, 2009

Select Special Offer Charges to Display: Separate Included/Excluded Charges

Select Report Format: Summary-Account by Client

Select Level of Detail for Detail Usage Description: Enhanced Description

Time Format: Hours-Minutes-Seconds

Apply Special Pricing:  Yes

Calculate Tax:  Yes

Target Options:  Yes

SUBMIT



# The Other Features

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- Customize Report Formats
  - Remove Sub Totals
  - Remove Data such as Doc/Lines or connect time
  - Add Account Information such as City
- Customize Account Groups
  - Build a group so you can report on all locations at once
  - Build international groups
  - Build regional groups



# The Other Features

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- TimeKeeper Information
  - Further Identify a Westlaw user
    - Job Title
    - Cost Center
    - Practice Area
    - Employee ID
- View Database Information
  - Daily, Month to Date or Monthly for one client or one user
- Review QuickView+ Access
  - Who has access to which accounts to run reports



# Management Reporting

[◀ BACK](#)
**Account:** WEST QV DEMO ONE, EAGAN MN (1000200350)
 **Target User Name:**

**Date Range:** June 01, 2009 - June 30, 2009

**Report Format:** Summary-Account by User

[<< First](#)
[< Previous](#)
 (Page 1 of 1)
 [Next >](#)
[Last >>](#)

Account by User	Database Time	Transactions	Docs/Lines	Connect Time	Standard Charge
User Name CAMPBELL,JULES (2000028)					
Totals for Included		79	24		\$1,781.00
Totals for Excluded		5			\$255.00
Totals for User Name CAMPBELL,JULES (2000028)		84	24		\$2,036.00
User Name CONLEY,SARAH (2000018)					
Totals for Included		3	3,228		\$149.56
Totals for User Name CONLEY,SARAH (2000018)		3	3,228		\$149.56
User Name CONLIN,JERRY (2000011)					
Totals for Included	0:01:29			0:01:29	\$8.00
Totals for User Name CONLIN,JERRY (2000011)	0:01:29			0:01:29	\$8.00
User Name COOLIDGE,WILLIAM (2000032)					
Totals for Included		2	6,789		\$285.78
Totals for User Name COOLIDGE,WILLIAM (2000032)		2	6,789		\$285.78
User Name CROWN,HANS (2000009)					
Totals for Included	1:09:21		16	1:09:21	\$516.44
Totals for User Name CROWN,HANS (2000009)	1:09:21		16	1:09:21	\$516.44



# Management Reporting

## Monthly Partner's Report

June, 2009

User Name	TK Grp	S O Flag	Std Charge		
LIPTON,CAROL	Anti-Trust	Included	\$ 1,420.00		
MCCLANE,JOHN	Anti-Trust	Included	\$ 471.75		
LIPTON,CAROL	Anti-Trust	Excluded	\$ 50.00		
FOSTER,WILLIAM	Anti-Trust	Included	\$ 15.00		
CONLIN,JERRY	Anti-Trust	Included	\$ 8.00	\$ 1,964.75	36%
FANNING,RONALD	Civil	Included	\$ 1,956.03		
THORMAN,JERRY	Civil	Included	\$ 499.64		
SIEGEL,DAVID	Civil	Included	\$ 348.00		
REICH,JOHANNA	Civil	Included	\$ 252.57		
FANNING,RONALD	Civil	Excluded	\$ 100.86		
THORMAN,JERRY	Civil	Excluded	\$ 26.54	\$ 3,183.64	58%
JOHNSON,MARSELLUS	Finance	Included	\$ 174.24		
GAFFNEY,GAEAR	Finance	Included	\$ 149.70		
MOSS,HELEN	Finance	Excluded	\$ 20.00	\$ 343.94	6%
				\$ 5,492.33	



# Use the Other Features

The screenshot displays the QuickView+ web application interface. At the top, there are navigation links for ThomsonReuters.com and Westlaw.com, along with the Thomson West logo and a 'LOG OUT' button. A navigation bar contains links for DOCUMENTATION, WHAT'S NEW, FEEDBACK, and MY ACCOUNT. The main content area is titled 'Report Options' and includes a 'Create Report' dropdown menu. A blue arrow points to the 'Manage TimeKeeper Information' option in the dropdown. Below the dropdown, the 'Create Report' form is visible, featuring fields for 'Select Account', 'Select Delivery Method', 'Select Date Range or Month', 'Select Special Offer Charges to Display', 'Select Report Format', 'Select Level of Detail for Detail Usage Description', 'Time Format', 'Apply Special Pricing', 'Calculate Tax', and 'Target Options'. A 'SUBMIT' button is located at the bottom right of the form area.

**QuickView+** has been enhanced. There are a few changes to the look and feel of the application. See the **What's New** tab above for more details.

Accounts are now listed in the drop-down list to the right labeled: **Select Account**

If you use Account Groups, click the radio button to the right labeled: **Account Group**

Account Groups are in the drop-down list on the right labeled: **Select Account Group**

**Create Report:**

To begin, select an account or account group from the list below

Account  Account Group

Select Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

Select Delivery Method: Display

Select Date Range or Month: (Customized Reporting: January 01, 2009 - July 20, 2009 Monthly Reports: June 2009 - May 2007)

Select Begin Date: June 01, 2009 Or Select Month: June 2009

Select End Date: June 30, 2009

Select Special Offer Charges to Display: Separate Included/Excluded Charges

Select Report Format: Summary-Account by Client

Select Level of Detail for Detail Usage Description: Enhanced Description

Time Format: Hours-Minutes-Seconds

Apply Special Pricing:  Yes

Calculate Tax:  Yes

Target Options:  Yes



# Use the Other Features

The screenshot displays the QuickView+ web application interface. At the top, there are navigation links for ThomsonReuters.com and Westlaw.com, along with the Thomson West logo and a 'LOG OUT' button. A navigation bar contains links for DOCUMENTATION, WHAT'S NEW, FEEDBACK, and MY ACCOUNT. The main content area is titled 'Report Options' and includes a 'Create Report' section. A dropdown menu is open, listing various report creation options. The 'Account' radio button is selected, and the 'Select Account' dropdown is set to 'WEST QV DEMO ONE, EAGAN MN (1000200350)'. Other options include 'Select Delivery Method', 'Select Date Range or Month', 'Select Special Offer Charges to Display', 'Select Report Format', 'Select Level of Detail for Detail Usage Description', 'Time Format', 'Apply Special Pricing', 'Calculate Tax', and 'Target Options'. Two 'SUBMIT' buttons are visible at the bottom right.

ThomsonReuters.com | Westlaw.com

## QuickView+

DOCUMENTATION | WHAT'S NEW | FEEDBACK | MY ACCOUNT

THOMSON WEST

GO HELP FAQ

LOG OUT

USER - DEMO QV+ TEST,-

### Report Options

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Accounts are now listed in the drop-down list to the right labeled:

**Select Account**

If you use Account Groups, click the radio button to the right labeled:

**Account Group**

Account Groups are in the drop-down list on the right labeled:

**Select Account Group**

### Create Report:

To begin, select an account or account group from the list below:

Account  Account Group

Select Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

Select Delivery Method: Display

Select Date Range or Month: (Customized Reporting: January 01, 2009 - July 20, 2009 Monthly Reports: June 2009 - May 2007)

Select Begin Date: June 01, 2009 Or Select Month: June 2009

Select End Date: June 30, 2009

Select Special Offer Charges to Display: Separate Included/Excluded Charges

Select Report Format: Summary-Account by Client

Select Level of Detail for Detail Usage Description: Enhanced Description

Time Format: Hours-Minutes-Seconds

Apply Special Pricing:  Yes

Calculate Tax:  Yes

Target Options:  Yes

SUBMIT

SUBMIT



# Other Features - TimeKeeper

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QuickView+

Manage TimeKeeper Information [GO] HELP FAC

THOMSON WEST

DOCUMENTATION | WHAT'S NEW | FEEDBACK | MY ACCOUNT | LOG OUT

USER - DEMO QV+ TEST,-

**TimeKeeper Information**

Download

E-Mail

**Manage TimeKeeper Information:**

To begin, select an account or account group from the list below. **SUBMIT**

Account  Account Group

Select Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

Westlaw Password	User Name	TimeKeeper ID	TimeKeeper Grouping	Inactivation Date	QuickView+ User
2000025DFGVV	HERZUG,DAVID	10711	Litigation	Active	No
2000023WDAG	HOUSE,LILLIAN	10111	Litigation	Active	Yes
2000022GNAS	HOUSE,PAUL	10921	Tax	Active	No
2000030FGHE	JOHNSON,MARSELLUS	10355	Finance	Active	No
2000020UUUU	LIPTON,LARRY	10433	Tax	Active	No
2000021AAAA	LIPTON,CAROL	10678	Anti-Trust	Active	No
2000006GGGG	MCCLANE,JOHN	10544	Anti-Trust	Active	No
2000025NTJE	MOSS,HELEN	10574	Finance	Active	No
2000014HPOI	MURPHY, TED	10095	Tax	Active	No
2000027VVVV	O'GRADY,MAX	10001	Tax	Active	No



# Other Features – Customize Report Format

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QuickView+

Customize Report Formats [GO] HELP FAQ

DOCUMENTATION | WHAT'S NEW | FEEDBACK | MY ACCOUNT | LOG OUT

USER - DEMO QV+ TEST,-

### Report Formats

[← BACK](#)

### Edit Report Format:

Enter Report Format Name:  [SUBMIT ▶](#)

Select Report Type:  Summary  Detail

Select Sort Options:

	Sort Order	Display Subtotals	Account Fields	User-Related Fields
1	<input type="text" value="Account"/>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Account #	<input checked="" type="checkbox"/> User Name
2	<input type="text" value="User"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> Name 1	<input type="checkbox"/> User #
3	<input type="text" value="N/A"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> Name 2	<input type="checkbox"/> TimeKeeper ID
4	<input type="text" value="N/A"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> Name 3	<input checked="" type="checkbox"/> TimeKeeper Grouping
			<input checked="" type="checkbox"/> City	
			<input type="checkbox"/> State	
			<input type="checkbox"/> Zip Code	

Display Report Totals:  Yes

Display Column Headers:  Yes (For Delimited and Spreadsheet Formats only)

Select Fields:

<input type="checkbox"/> Database Time	<input type="checkbox"/> Database Charge	<input type="checkbox"/> Transactions
<input type="checkbox"/> Transaction Charge	<input type="checkbox"/> Docs/Lines	<input type="checkbox"/> Doc/Line Charges
<input type="checkbox"/> Connect Time	<input type="checkbox"/> Connect Charge	<input checked="" type="checkbox"/> Standard Charge



# Create the report using the new format

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## QuickView+

Create Report [GO] HELP FAQ THOMSON WEST

DOCUMENTATION WHAT'S NEW FEEDBACK MY ACCOUNT LOG OUT

USER - DEMO QV+ TEST,-

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### Create Report:

To begin, select an account or account group from the list below and select a delivery method. **SUBMIT**

Account  Account Group

Select Account: WEST QV DEMO ONE, EAGAN MN (1000200350)

Select Delivery Method: Display

Select Date Range or Month: (Customized Reporting: January 01, 2009 - July 20, 2009 Monthly Reports: June 2009 - May 2007)

Select Begin Date: June 01, 2009 Or Select Month: June 2009

Select End Date: June 30, 2009

Select Special Offer Charges to Display: Separate Included/Excluded Charges

Select Report Format: Monthly Partner's Summary Report

Select Level of Detail for Detail Usage Description: Enhanced Description

Time Format: Hours-Minutes-Seconds

Apply Special Pricing:  Yes

Calculate Tax:  Yes


Target Options:  Yes

**SUBMIT**




# Download to Excel

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[HELP](#) [FAQ](#)



[DOCUMENTATION](#) | [WHAT'S NEW](#) | [FEEDBACK](#) | [MY ACCOUNT](#) | [LOG OUT](#)

USER - DEMO QV+ TEST,-

**Account:** WEST QV DEMO ONE, EAGAN MN (1000200350) **Target User Name:**

**Date Range:** June 01, 2009 - June 30, 2009

**Report Format:** Monthly Partner's Summary Report

All User Names

BENNETT, MIA

CABOT, JOE

CAMPBELL, JULES

[<< First](#) [< Previous](#) (Page 1 of 1) [Next >](#) [Last >>](#)

Account by User with City	Standard Charge
User Name LIPTON, LARRY (Tax)	
Totals for Included	\$826.71
Totals for Excluded	\$10.00
User Name LIPTON, CAROL (Anti-Trust)	
Totals for Included	\$1,420.00
Totals for Excluded	\$50.00
User Name MCCLANE, JOHN (Anti-Trust)	
Totals for Included	\$471.75
User Name MOSS, HELEN (Finance)	
Totals for Excluded	\$20.00
User Name MURPHY, TED (Tax)	
Totals for Included	\$846.33
User Name O'GRADY, MAX (Tax)	
Totals for Included	\$750.61



# Sort and Format using Excel

	A	B	C	D	E	F	G	H	I
1	Usage Type Desc	Account #	City	User Name	TimeKeeper Grouping	Special Offer Flag	Standard Charge		
2	Totals for Spec Offer	1000200350	EAGAN	CONLIN,JERRY	Anti-Trust	Included	8		
3	Totals for Spec Offer	1000200350	EAGAN	FANNING,RONALD	Civil	Included	1956.03		
4	Totals for Spec Offer	1000200350	EAGAN	FANNING,RONALD	Civil	Excluded	100.86		
5	Totals for Spec Offer	1000200350	EAGAN	FOSTER,WILLIAM	Anti-Trust	Included	15		
6	Totals for Spec Offer	1000200350	EAGAN	GAFFNEY,GAEAR	Finance	Included	149.7		
7	Totals for Spec Offer	1000200350	EAGAN	JOHNSON,MARSELLUS	Finance	Included	174.24		
8	Totals for Spec Offer	1000200350	EAGAN	LIPTON,CAROL	Anti-Trust	Included	1420		
9	Totals for Spec Offer	1000200350	EAGAN	LIPTON,CAROL	Anti-Trust	Excluded	50		
10	Totals for Spec Offer	1000200350	EAGAN	MCCLANE,JOHN	Anti-Trust	Included	471.75		
11	Totals for Spec Offer	1000200350	EAGAN	MOSS,HELEN	Finance	Excluded	20		
12	Totals for Spec Offer	1000200350	EAGAN	REICH,JOHANNA	Civil	Included	252.57		
13	Totals for Spec Offer	1000200350	EAGAN	SIEGEL,DAVID	Civil	Included	348		
14	Totals for Spec Offer	1000200350	EAGAN	THORMAN,JERRY	Civil	Included	499.64		
15	Totals for Spec Offer	1000200350	EAGAN	THORMAN,JERRY	Civil	Excluded	26.54		
16	Report Totals - Included						5294.93		
17	Report Totals - Excluded						197.4		
18	Report Totals						5492.33		
19									
20									
21									



# Management Reporting

## Monthly Partner's Report

June, 2009

User Name	TK Grp	S O Flag	Std Charge		
LIPTON,CAROL	Anti-Trust	Included	\$ 1,420.00		
MCCLANE,JOHN	Anti-Trust	Included	\$ 471.75		
LIPTON,CAROL	Anti-Trust	Excluded	\$ 50.00		
FOSTER,WILLIAM	Anti-Trust	Included	\$ 15.00		
CONLIN,JERRY	Anti-Trust	Included	\$ 8.00	\$ 1,964.75	36%
FANNING,RONALD	Civil	Included	\$ 1,956.03		
THORMAN,JERRY	Civil	Included	\$ 499.64		
SIEGEL,DAVID	Civil	Included	\$ 348.00		
REICH,JOHANNA	Civil	Included	\$ 252.57		
FANNING,RONALD	Civil	Excluded	\$ 100.86		
THORMAN,JERRY	Civil	Excluded	\$ 26.54	\$ 3,183.64	58%
JOHNSON,MARSELLUS	Finance	Included	\$ 174.24		
GAFFNEY,GAEAR	Finance	Included	\$ 149.70		
MOSS,HELEN	Finance	Excluded	\$ 20.00	\$ 343.94	6%
				\$ 5,492.33	



# Management Reporting

◀ BACK
**Account:** WEST QV DEMO ONE, EAGAN MN (1000200350)
 **Target User Name:**

**Date Range:** June 01, 2009 - June 30, 2009

**Report Format:** Summary-Account by User

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Account by User	Database Time	Transactions	Docs/Lines	Connect Time	Standard Charge
User Name CAMPBELL,JULES (2000028)					
Totals for Included		79	24		\$1,781.00
Totals for Excluded		5			\$255.00
Totals for User Name CAMPBELL,JULES (2000028)		84	24		\$2,036.00
User Name CONLEY,SARAH (2000018)					
Totals for Included		3	3,228		\$149.56
Totals for User Name CONLEY,SARAH (2000018)		3	3,228		\$149.56
User Name CONLIN,JERRY (2000011)					
Totals for Included	0:01:29			0:01:29	\$8.00
Totals for User Name CONLIN,JERRY (2000011)	0:01:29			0:01:29	\$8.00
User Name COOLIDGE,WILLIAM (2000032)					
Totals for Included		2	6,789		\$285.78
Totals for User Name COOLIDGE,WILLIAM (2000032)		2	6,789		\$285.78
User Name CROWN,HANS (2000009)					
Totals for Included	1:09:21		16	1:09:21	\$516.44
Totals for User Name CROWN,HANS (2000009)	1:09:21		16	1:09:21	\$516.44



# Management Reporting

## Monthly Partner's Report

June, 2009

User Name	TK Grp	S O Flag	Std Charge		
LIPTON,CAROL	Anti-Trust	Included	\$ 1,420.00		
MCCLANE,JOHN	Anti-Trust	Included	\$ 471.75		
LIPTON,CAROL	Anti-Trust	Excluded	\$ 50.00		
FOSTER,WILLIAM	Anti-Trust	Included	\$ 15.00		
CONLIN,JERRY	Anti-Trust	Included	\$ 8.00	\$ 1,964.75	36%
FANNING,RONALD	Civil	Included	\$ 1,956.03		
THORMAN,JERRY	Civil	Included	\$ 499.64		
SIEGEL,DAVID	Civil	Included	\$ 348.00		
REICH,JOHANNA	Civil	Included	\$ 252.57		
FANNING,RONALD	Civil	Excluded	\$ 100.86		
THORMAN,JERRY	Civil	Excluded	\$ 26.54	\$ 3,183.64	58%
JOHNSON,MARSELLUS	Finance	Included	\$ 174.24		
GAFFNEY,GAEAR	Finance	Included	\$ 149.70		
MOSS,HELEN	Finance	Excluded	\$ 20.00	\$ 343.94	6%
				\$ 5,492.33	



# Substantiate a Charge

The screenshot displays the QuickView+ web interface. At the top, there is a navigation bar with 'ThomsonReuters.com' and 'Westlaw.com' on the left, and 'View Database Information' with a dropdown arrow, 'HELP FAQ', and the 'THOMSON WEST' logo on the right. Below this is a secondary navigation bar with 'DOCUMENTATION', 'WHAT'S NEW', 'FEEDBACK', 'MY ACCOUNT', and 'LOG OUT'. The user is identified as 'USER - DEMO QV+ TEST,-'. The main content area is titled 'Report Options' and contains a section for 'Select Database Information Options:'. This section includes instructions to select an account or account group, radio buttons for 'Account' (selected) and 'Account Group', and dropdown menus for 'Select Account' (WEST QV DEMO ONE, EAGAN MN (1000200350)), 'Select Date Range Type' (Monthly), and 'Select Usage Date' (June 2009). A note indicates that usage information is available from May 01, 2007 through July 20, 2009. There are also dropdown menus for 'Select Sort Options' (User) and 'Select Special Offer Charges to Display' (Do NOT Separate Included/Excluded Charges), and a checked checkbox for 'Calculate Tax: Yes'. A 'SUBMIT' button is located at the bottom right of the form. A blue arrow points to the 'View Database Information' dropdown menu in the top navigation bar.



# Substantiate a Charge

QuickView+

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View Database Information

GO

[HELP](#) [FAQ](#)

DOCUMENTATION
WHAT'S NEW
FEEDBACK
MY ACCOUNT
LOG OUT

USER - DEMO QV+ TEST,-

**Account:** WEST QV DEMO ONE, EAGAN MN (1000200350)

**Date Range:** June 01, 2009 - June 30, 2009

**Report Format:** Detail - Account by User by Client by Day by DB (Targeted)

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Account by User by Client by Day by Database	Database Time	Transactions	Docs/Lines	Connect Time	Standard Charge	Tax Amount	Total Charge
Account: <b>1000200350</b>							
User Name FANNING, RONALD (2000003)							
Client 88888-103000							
Day 06/27/2009							
Database BNA'S US PATENTS QUARTERLY							
Excluded							
BNA WESTLAW LINES							
BNA TRANSACTIONAL ONLINE FINDS							
←							
Totals for Excluded							
Totals for Database BNA'S US PATENTS QUARTERLY							
Totals for Day 06/27/2009							
Totals for Client 88888-103000							
Client 88888-105000							
Day 06/28/2009							
Database U.S. PATENTS FULL-TEXT							
Excluded							
THM PREMIER TRANSACTIONAL ONLINE FINDS							
←							
Totals for Excluded							
Totals for Database U.S. PATENTS FULL-TEXT							
Totals for Day 06/28/2009							



# Substantiate a Charge

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QuickView+ View Database Information GO HELP FAQ **THOMSON WEST**

DOCUMENTATION WHAT'S NEW FEEDBACK MY ACCOUNT LOG OUT

**USER - DEMO QV+ TEST,-**

**BACK** **Account:** WEST QV DEMO ONE, EAGAN MN (1000200350) Download View Full Printable HTML Report  
**Date Range:** June 01, 2009 - June 30, 2009 E-Mail View Full Printable Excel Report  
**Report Format:** Detail - Account by User by Client by Day by DB (Targeted)

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Account by User by Client by Day by Database	Database Time	Transactions	Docs/Lines	Connect Time	Standard Charge	Tax Amount	Total Charge
Totals for Excluded		1			\$5.00	\$0.41	\$5.41
Totals for Database U.S. PATENTS FULL-TEXT		1			\$5.00	\$0.41	\$5.41
Totals for Day 06/28/2009		1			\$5.00	\$0.41	\$5.41
Totals for Client 88888-105000		1			\$5.00	\$0.41	\$5.41
Client 88888-106000							
Day 06/25/2009							
Database BNA'S US PATENTS QUARTERLY							
Excluded							
BNA PRINT IMAGES			1		\$0.00	\$0.00	\$0.00
BNA WESTLAW LINES			3,370		\$67.40	\$5.57	\$72.97
BNA TRANSACTIONAL ONLINE FINDS		4			\$20.00	\$1.65	\$21.65
<b>Totals for Excluded</b>		<b>4</b>	<b>3,371</b>		<b>\$87.40</b>	<b>\$7.22</b>	<b>\$94.62</b>
Totals for Database BNA'S US PATENTS QUARTERLY		4	3,371		\$87.40	\$7.22	\$94.62
Totals for Day 06/25/2009		4	3,371		\$87.40	\$7.22	\$94.62
Totals for Client 88888-106000		4	3,371		\$87.40	\$7.22	\$94.62
Totals for User Name FANNING, RONALD (2000003)		6	3,544		\$100.86	\$8.33	\$109.19
<b>Totals for Account: 1000200350</b>		<b>6</b>	<b>3,544</b>		<b>\$100.86</b>	<b>\$8.33</b>	<b>\$109.19</b>
<b>Report Totals - Excluded</b>		<b>6</b>	<b>3,544</b>		<b>\$100.86</b>	<b>\$8.33</b>	<b>\$109.19</b>
Report Totals		6	3,544		\$100.86	\$8.33	\$109.19

Done Internet



# Review QuickView+ Access

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# QuickView+

Review QuickView+ Access  [HELP](#) [FAQ](#) **THOMSON WEST**

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**USER - DEMO QV+ TEST,-**

### QV+ Access

To get QV+ access to additional locations, please submit an [Access Request Form](#).

### Review QuickView+ Access Report:

Select Account:

**Choose a radio button then click a link below to continue**

Users for All Locations  User Access List  Locations Without Access

#### WEST QV DEMO ONE, EAGAN MN (1000200350)

User Name	User ID
» <a href="#">ALL USERS</a>	
» <a href="#">GABRIEL HOLLY</a>	2000007
» <a href="#">HOUSE LILLIAN</a>	2000023
» <a href="#">THORMAN, JERRY</a>	2000010

Done





# QuickView+

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