

# ProView

## The Essentials

### Session Objectives

The purpose of this session is to demonstrate the essential research skills required to search, browse and retrieve content on ProView.

### Learning Outcomes

At the end of this session, participants will be able to:

- Locate resources in the ProView Library.
- Browse the Table of Contents to establish coverage and content available.
- Conduct a topic-based search result across a publication.
- Navigate results.
- Link to Westlaw Asia cases (where applicable).
- Create & Share content.
- Annotate text within a publication, including highlighting, adding a note and bookmarking.
- Assign titles to colour labels/folders for your annotations.
- Access the History tool to navigate back and forth.
- Access Help and Support materials.
- Customise ProView options such as Font, Text Size and Line Spacing.

### Session Duration

Approximately 30 minutes.

### Session Delivery Methods

Microsoft Teams - This training method is ideal for individuals or groups who are based remotely or where face to face training is not possible.

**Note:** The training session allows the participant to view the trainer's computer screen as they demonstrate research strategies on ProView. At no time does the trainer access your computer.

### Training Specialist

A Thomson Reuters Training Specialist will conduct the session.