

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

the answer company
THOMSON REUTERS | LAW SCHOOL Law School Survival Guide

REGISTRATION

Access Westlaw and more:
Register your Law School key


First Name: *

Last Name: *

Email: *

Registration Key: (xxxx-xxxx) *

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

Continue

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

The screenshot shows the 'Create profile' page for Step 4, 'Personal information'. The Thomson Reuters OnePass logo is in the top left. A progress bar at the top shows '1 Personal information' as the active step and '2 Security' as the next step. The main content area is titled 'Create profile' and contains a form with the following fields:

- Personal information**
- First name:** Text input field containing 'Tim'.
- Last name:** Text input field containing 'Lawstudent'.
- Email:** Text input field containing 'tim.lawstudent@lawschool.org'.
- Confirm email:** Text input field containing 'tim.lawstudent@lawschool.org'.
- Additional emails (optional):** Text input field with a note: 'OnePass can send account notifications to others, such as administrators. Separate multiple emails with commas.'

A blue 'Continue' button is located at the bottom of the form.

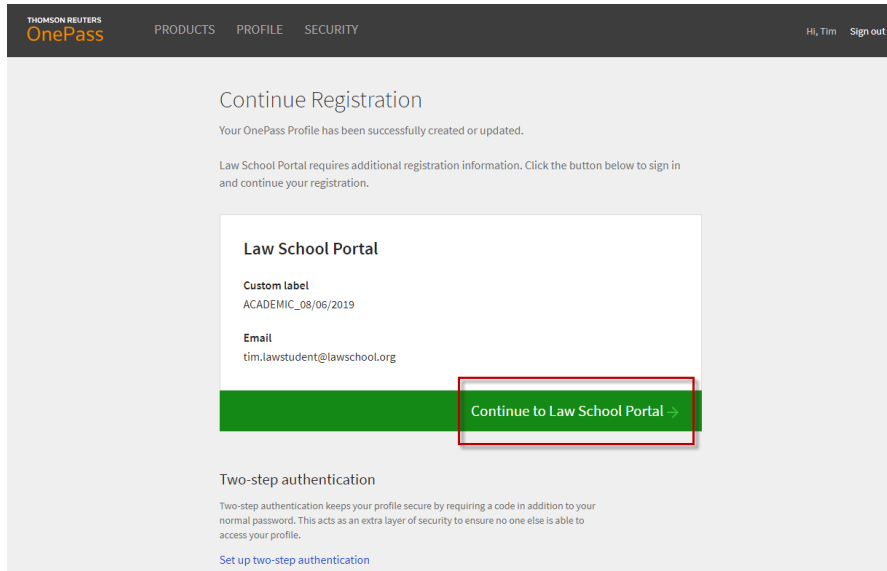
STEP 5 Create your username and password, and choose a security question. Select **Create**

The screenshot shows the 'Create profile' page for Step 5, 'Security'. The Thomson Reuters OnePass logo is in the top left. A progress bar at the top shows '1 Personal information' as completed (with a green checkmark) and '2 Security' as the active step. The main content area is titled 'Create profile' and contains a form with the following fields:

- Security**
- Username:** Text input field containing 'Newuser10'. A note below reads: 'Your username is case sensitive.' and 'Your username meets requirements.'
- Password:** Password input field with a 'Show' button. A note below reads: 'Your password meets requirements.'
- Confirm password:** Password input field with a 'Show' button.
- Security question:** Dropdown menu with the selected question: 'What is your pet's name?'.
- Answer:** Text input field containing 'Snuggles'.

'Back' and 'Create' buttons are located at the bottom of the form.

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



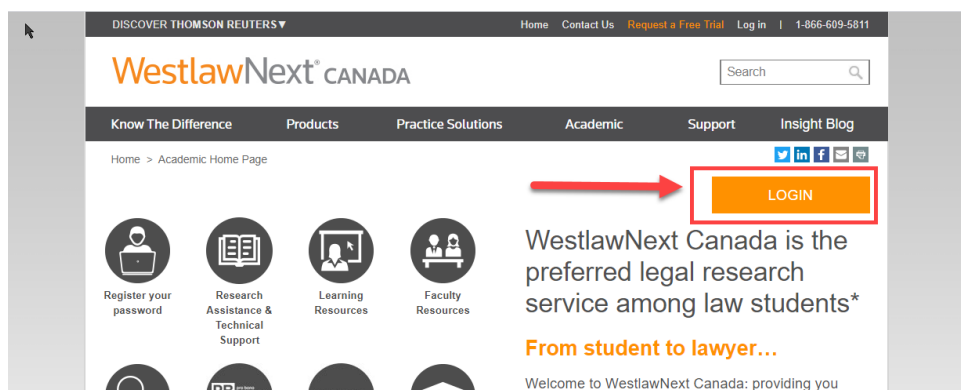
STEP 7 Complete the Time Zone and Year in School forms. Select **Agree & Complete Registration**.

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

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 to complete the registration process



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



For assistance or questions, email techsupport.legaltaxcanada@tr.com

You also have access to the WestlawNext Canada [Academic page](#)* and 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 WestlawNext Canada Academic Team

*Academic Page: www.westlawnextcanada.com/academic

**Customer Learning Centre: www.store1.thomsonreuters.ca/learning/westlawnextcanada

