

# ReadingLists@UCL

## Bookmarking from legal resources

### Using Lexis

#### Bookmarking from Lexis.

You can use this database for bookmarking case law or alternatively you can use WestLaw (see below).

Click “share link” to create a permanent link. Right click on the top link and then select ‘Copy Link Location’

The screenshot displays a LexisLibrary case page for **R (on the application of Rockware Glass Ltd) v Chester City Council and another** [2006] All ER (D) 151 (Jun). The page includes the court name (Court of Appeal, Civil Division), the judges (Buxton, Richards LJ and Sir Christopher Staughton), and the date (15 June 2006). A blue link at the top of the text reads **R (on the application of Rockware Glass Ltd) v Chester City Council and another [2006] All ER (D) 151 (Jun)**. A context menu is open over this link, showing options: Open Link in New Tab, Open Link in New Window, Open Link in New Private Window, Bookmark This Link, Save Link As..., Copy Link Location, and Inspect Element (...). Three orange callout boxes provide instructions: 1-Click on share link (pointing to the blue link), 2-Right click on the blue link (pointing to the context menu), and 3-select 'Copy Link Location' (pointing to the 'Copy Link Location' option in the menu). At the bottom of the page, there is a 'Share link' button and an 'Export to RefWorks' button.

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### Bookmarking from LexisNexis Library (

Article

\* Required field

Resource Type \*  
Article

Title \*  
R (on the application of Rockware Glass Ltd) v Cheste

Web address  
http://www.lexisnexis.com/uk/legal/docview/getDocForC Remove

Online Resource:  Add field: Author Add

Lookup: DOI Lookup

Note

Create Create & Add to List Cancel

Find: giulia Next Previous

Click here to open "R (on the application of Rockware Glass Ltd) v Chester City Council and another - [2006] All ER (D) 151 (Jun)" in a new window.

1-Click on 'Add to My Bookmarks'. See below for how to add a proxy url to allow off campus access.

2-Fields will need to be manually added to provide full citation i.e. title, date, publication etc. Use the drop down menu.

3-You can click on the link on the right hand-pane, where it says "Click here to open [document title] in a new window" to retrieve the bibliographic details. If you are short of time, do send the list for review and TLSS will amend for you.

## Off campus access

To ensure bookmarks work off campus it is necessary to add some information to the link within the bookmark. Staff in the Library can do this on your behalf, or if you would like to complete this step yourself, please follow the example below.

To ensure links from Lexis work off campus, an additional piece of information will need to be added to the Web Address field. This will direct the link via our proxy server and avoid the need to log in via institutional log in for off campus access.

**libproxy.ucl.ac.uk** will need to be added to the start of the URL immediately after lexisnexis.com. So the URL will then read:

http://www.lexisnexis.com.libproxy.ucl.ac.uk/uk/legal/docview/getDocForCuiReq?Ini=55Y7-JTT1-DYBP-N566&csi=274665&oc=00240&perma=true&elb=t

If you are short of time please click on 'Request Review' from the top menu and the TLSS staff will add this piece of information for you.

# Using WestLaw

## Bookmarking Westlaw materials

- Once you have retrieved the case, article or news item you require, you can bookmark in the normal way. However, similar to Lexis/Nexis, Westlaw also provides stable links. This tool called '**Build Link**' is located in the toolbar immediately above a source, top right: it is the icon, shaped like a chain link.

The screenshot shows the Westlaw UK interface for a case document. The top navigation bar includes 'Services', 'Settings & Tools', 'Training Tutorial', 'Help', and 'Log Out'. The main content area displays the case details for 'R. (on the application of Rockware Glass Ltd) v Chester City Council', also known as 'R. (on the application of Rockware Glass Ltd) v Quinn Glass Ltd', dated 15 June 2006. The page includes sections for 'Where Reported', 'Case Digest', 'Subject', 'Keywords', 'Summary', and 'Abstract'. A blue arrow points to a toolbar icon that looks like a chain link, with a callout box stating: 'Click on symbol that looks like interlinked chain to create permanent link'.

- Click on the “build link” icon: Westlaw requires an additional piece of information when building permanent links.
- As in example below insert the following text into the ‘entityID URL’ box:  
<https://shib-idp.ucl.ac.uk/shibboleth>
- If the box ‘Save entityID URL’ is ticked, this information only needs to be entered once. This should allow off-campus access.

Insert : <https://shib-idp.ucl.ac.uk/shibboleth>  
 Tick – save identityID URL

- Copy the long url (in the 'copy and paste the web address' box). Click 'close'.
- Now bookmark the page as usual – click your 'Add to My Bookmarks' button.

- Replace the web address with the long URL copied from the link builder as this will provide you with a stable link; use the drop down menu as in the example above to select web address field, click “Add”, paste in url.
- You will see from this example that the metadata has not pulled through in the correct way, and requires you to manually enter the data. If you can insert the title of the item in the title field, this will be helpful for students. If you do not have any time to make any further amendments, please “**request review**”, and TLSS will do them for you.

Next time you click on the link, it will probably take you to the UCL single sign on page. Once you have signed on, you will be taken to the article. You only need to do this once within a session. The link should also work “off campus”, so there is no need to add a proxy link to the item url.