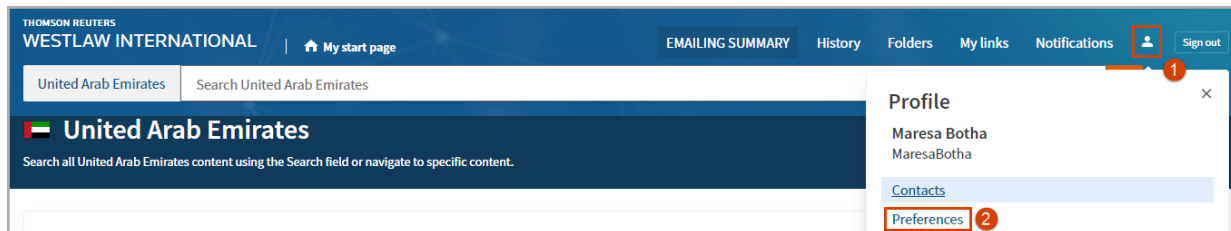




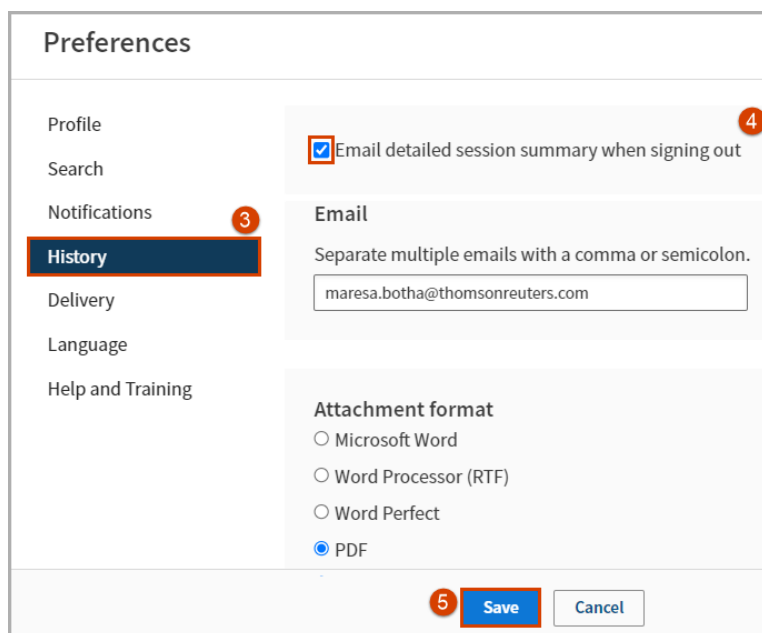
TIP: Automatic emailing of a search summary

This tip will show you how to set up automatic emailing of a search summary upon logging out of the Westlaw International – Middle East platform.

1. Navigate to the top right of the platform and click the Profile icon.
2. Choose "Preferences" from the dropdown menu.



3. Click "History" on the lefthand side of the Preferences menu.
4. Check the box next to "Email detailed session summary when signing out" and choose your preferred attachment format. The email address field will be auto filled with the one associated with your subscription.
5. Click the "Save" button to apply the changes.



Looking for more information?

To sign into Westlaw International – Middle East, visit <https://mena.westlaw.com>

For assistance or to request training, email SSA.MENATrainers@thomsonreuters.com

For additional training materials, visit <https://support.thomsonreuters.ae/product/westlaw-international-middle-east-and-north-africa>