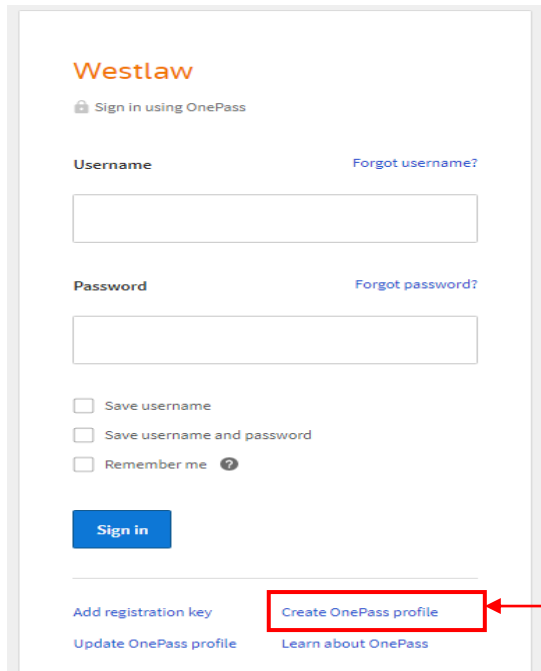


WestLaw 建立個人帳號說明

【建立個人之 OnePass 帳號】

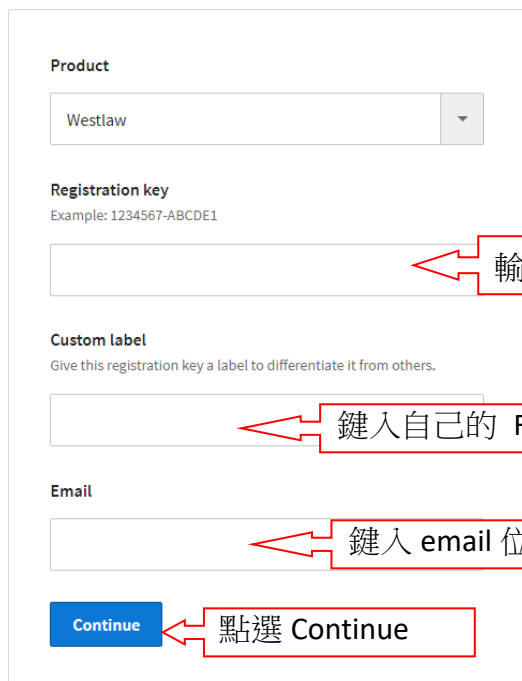
1. 進入網址 <http://next.westlaw.com>，請點選 Create a new OnePass profile 之連結



The image shows the Westlaw login page. At the top, it says "Westlaw" and "Sign in using OnePass". Below this are fields for "Username" and "Password", each with a "Forgot" link. There are three checkboxes: "Save username", "Save username and password", and "Remember me". A blue "Sign in" button is below the password field. At the bottom, there are four links: "Add registration key", "Create OnePass profile" (highlighted with a red box and an arrow), "Update OnePass profile", and "Learn about OnePass".

於 Westlaw 之登入介面下方，點選 "Create a new OnePass profile" 連結

2. 註冊新的 OnePass 帳號



The image shows the OnePass registration form. It has a "Product" dropdown menu with "Westlaw" selected. Below is a "Registration key" field with an example "1234567-ABCDE1". Then is a "Custom label" field with a note "Give this registration key a label to differentiate it from others.". Below that is an "Email" field. At the bottom is a blue "Continue" button.

輸入從圖書館取得的"註冊碼"

鍵入自己的 Friendly Name (可輸入任意字串)，建議：英文名字

鍵入 email 位址，建議：常用電子信箱，確保可收到原廠信件

點選 Continue

3. 填寫建立帳密之表格

OnePass

Create a New OnePass Account

Your Westlaw Password/Online ID has been added. Complete the rest of the fields below to create a new OnePass Account.

Do you already have an existing OnePass Account? [Click here to log in and update your account.](#)

Step 1: Your Information

Westlaw Password/Online ID: 6440768GHKS Add/Edit

First Name: 鍵入名字，

Last Name: 鍵入姓

Email Address: 鍵入 email 位址

Confirm Email Address: 再次確認 email 位址

Step 2: Create OnePass Username and Password

Create a OnePass username and password to use when accessing any OnePass registered Thomson Reuters product.

OnePass Username: 鍵入自選的 username，至少 8 個字元，最多 70 個字元

OnePass Password: 鍵入自選的 password，至少 8 個字元，最多 16 個字元，並且必須包含至少 3 種以下所列之元素：大寫字母、小寫字母、數字或特殊符號，最後在下面的欄位再確認一次密碼

Confirm OnePass:

Note: Username and password are case sensitive

Step 3: Select Security Question

If you forget your username or password, we will ask you this question:

What was your first car? 當您忘記帳密時，系統將以您所選擇之安全性問題，來確認您的身分

Your Answer:

Create Account and Sign On 最後點選 Create Account，完成個人帳密的設定

[Return to Westlaw International](#)

之後，即可再連線至 <http://next.westlaw.com> 使用自建的 username/password 做登入

Username:

Password:

Client ID: (可輸入任意英文字串，通常建議輸入這次登入的研究類別)

請勿再輸入最初給的 Westlaw password (7 個或 8 個數字再接著 4 個英文字母)，以免造成帳密輸入錯誤