

# FirstPoint QuickGuide

**FirstPoint** is Thomson's case research hub providing access to case references, citation, history, and digest information. All case material is classified to a detailed classification scheme. Using this classification you can browse, and locate information on legal topics.

Two key methods available for finding case information are;

1. Browsing & Searching the subject classification hierarchy
2. Free Text & Fielded Search Template

## 1A BROWSING THE CLASSIFICATION

Browsing allows you to drill down through the subject titles to display a list of cases. Simply click on a title to display all relevant classification subheadings in that title and the relevant cases.

**Example:** Drill down

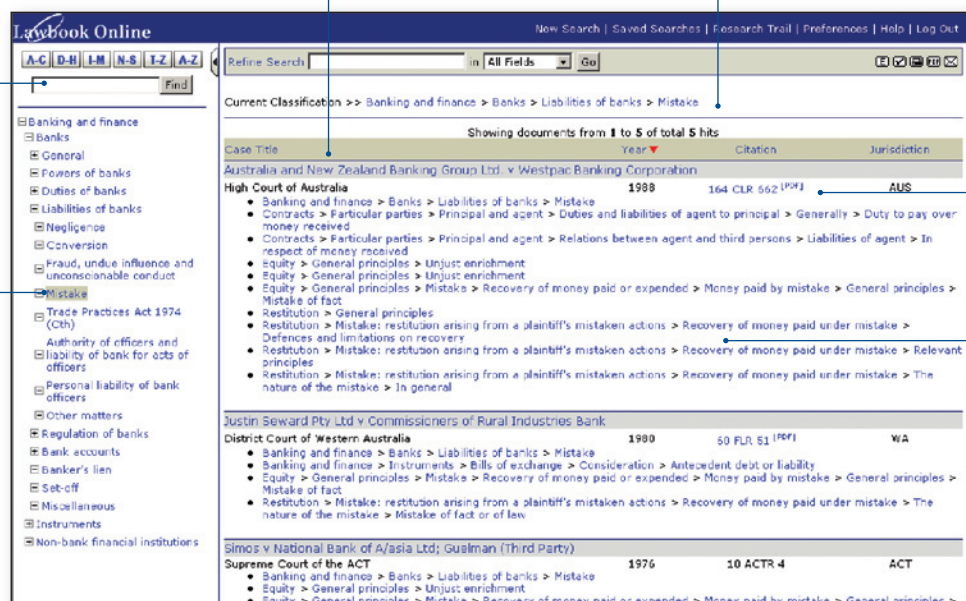
Banking and finance > Banks > Liabilities of banks > Mistake

Enter search term(s) to locate a concept in the classification list.

Click on the subject to expand and display a list of cases classified to that subject area.

Click the Case Title to display the **FirstPoint** record

Breadcrumb Trail



The screenshot shows the 'Lawbook Online' interface. On the left is a classification tree with 'Mistake' selected. The main area shows a breadcrumb trail: 'Current Classification >> Banking and finance > Banks > Liabilities of banks > Mistake'. Below this is a table of cases. The first case is 'Australia and New Zealand Banking Group Ltd. v Westpac Banking Corporation' (1998, 164 CLR 562, AUS). Below the case title is a list of bullet points representing relevant legal concepts, such as 'Banking and finance > Banks > Liabilities of banks > Mistake' and 'Contracts > Particular parties > Principal and agent > Duties and liabilities of agent to principal > Generally > Duty to pay over money received'.

Click the citation or PDF link to display the fulltext.

The bullet points list the relevant points of law in a case.

## 1B FINDING CONCEPTS IN THE CLASSIFICATION

To find a concept(s) in the Classification list, enter term(s) into the Find box and click Find. A list of classifications containing that term(s) will be displayed. Click on any of these to display a list of cases. Use the breadcrumb trail as a reference to your location within the classification.

**Tips:**

- The Hitlist displays the subject classification/s applied to that case so you can determine the relevant points of law at a glance (bullet points).
- Enter search term(s) into the **Refine Search** box to search within the hitlist. Select a field to narrow the search.
- By default the hitlist is sorted chronologically. Click Case Title, Citation or Jurisdiction to change the display order.

## 2 SEARCHING

There are two search options available in FirstPoint – Free Text and Field searching.

### Free Text Searching

Simply enter term(s) into the box and click Search to display a list of relevant cases. Boolean Operators may be used to construct your search.

### Field Searching

This will restrict the search to one or more of the specific fields available. Click on “show more search fields” to display the template. Enter term(s) and/or select one of the drop-down options before running the search.

### Help

Click on one of the blue search field links to display help with searching eg. Citation.

## 3 FIRSTPOINT RECORD

A FirstPoint record contains detailed information about a case. Use the blue links across the top in the grey toolbar to jump to the required sections of the record eg. Cases Cited.

Click Hitlist to return to the results list.

Click New Search to run a new search.

Click to Edit the Search

Digest classification

Case summaries

Click the case title to display FirstPoint record. Click the citation or PDF to display the fulltext.

## 4 PRINT, EMAIL AND TAG

Select one of the buttons (located in the top right hand corner of the grey toolbar) to print, email or tag the Hitlist or FirstPoint Record.



- Click to Edit the Search
- Click to Tag the Hitlist or Record
- Click to Print the Hitlist or Record
- Click to Print a pdf version of the Hitlist or Record
- Click to Email the Hitlist or Record