









## HKLII • Westlaw • Lexis

### Quick Guide to Common Functions

	<b>HKLII</b> 	<b>Westlaw Asia</b> 	<b>Lexis Advance® Hong Kong</b> 
<b>Find a known citation</b>	Search by <b>Citation / Case name/ Legislation name</b> (with AutoSearch feature) <ul style="list-style-type: none"> <li>2002 HKCFI 1234</li> <li>HKSAR v Chan Kam Wah</li> <li>Justices of the Peace Ordinance</li> </ul>	Search by citation	Quick find by citation
<b>Natural language search</b>	Search by <b>Any of these words</b> or <b>All of these words</b> are the closest to a natural language search	Natural Language (maximum 100 results)	Natural Language
<b>Boolean search Connectors</b> <ul style="list-style-type: none"> <li>both terms present</li> <li>either term present</li> <li>terms in same sentence</li> <li>terms in same paragraph</li> <li>terms within #words</li> <li>1<sup>st</sup> term precedes 2<sup>nd</sup> term</li> <li>1<sup>st</sup> term precedes 2<sup>nd</sup> term within sent.</li> <li>1<sup>st</sup> term precedes 2<sup>nd</sup> term within para.</li> <li>exact phrase</li> <li>exclude a term/terms</li> </ul> <b>Truncation</b> <ul style="list-style-type: none"> <li>any number of letters at end of word</li> <li>any single letter</li> </ul>	Boolean Operators	Terms & Connectors	Terms & Connectors
	<b>and</b>	Space or <b>&amp;</b> or <b>and</b>	<b>and</b>
	<b>or</b>	<b>or</b>	<b>or</b>
		<b>/s</b>	<b>/s</b>
	<b>near</b> (within 50 words)	<b>/p</b>	<b>/p</b>
	<b>w/n</b>	<b>/#</b>	<b>/#</b>
	<b>pre/n</b>	<b>+#</b>	<b>pre/#</b>
		<b>+s</b>	
		<b>+p</b>	
	“Words in quotes”	“Words in quotes”	“Words in quotes”
	<b>not</b>	<b>%</b>	<b>and not</b>
	<b>*</b>	<b>!</b>	<b>!</b>
	<b>?</b>	<b>*</b>	<b>*</b>
<b>Precision search</b> Restrict searches to parts/segments of a type of document, e.g. party name, opinions by a particular judge, title of statute, legislation cited, etc.	<b>in Boolean search:</b> <ul style="list-style-type: none"> <li><b>title</b>(commonwealth)</li> <li><i>also for case name/ section and regulation name search</i></li> </ul>	<b>Field search:</b> <ul style="list-style-type: none"> <li><b>ci</b>(1999 1 hklrd 315)</li> </ul>	<b>Segment search:</b> <b>Catchwords</b> (privacy & media & photo!)
<b>Search within search results list</b>	N/A	<b>Search Within Results</b>	<b>Search Within Results</b>
<b>View search results</b>	Listed by % in order of relevance ranking  button	<b>Term</b>  button	<b>Highlight</b>  <b>Hits</b>  
<b>Citation tools to help research</b> <ul style="list-style-type: none"> <li>appellate history of cases (whether cited, considered, applied, distinguished, overruled, etc.)</li> <li>citing references, e.g. cases, secondary sources</li> </ul>	<b>LawCite</b>	<b>Case Analysis</b>	<b>CaseBase Hong Kong</b>

**n** any number from 1 to 1000

**#** any number from 1 to 255