Adding a Course on TWEN tutorial script
Fall 2019
Run time: 1:49 minutes

AUDIO: Welcome! In this video, I'm going to show you how to add a TWEN course page.

Most of your classes will use TWEN pages that host syllabi and readings, and professors will also use TWEN to post updates.

First, you need to log in to your Westlaw account. You can access Westlaw from the Quick Links on the Law Library web site. If you want to type the address, the URL is lawschool.westlaw.com.

Once you're here, I recommend bookmarking the address

And if haven't activated your Westlaw account and need help doing so, please stop by the reference office.

So this is your main landing page. If what you see looks different, don’t panic. Westlaw is fond of changing its interface.

Note the drop-down menu at the top of the page. Click on “TWEN.”

Now you'll click “Add Course.”

In the search box, begin entering the name of the instructor or the name of the course. Once you start typing, courses will begin to auto-populate.

And when see your class, simply click the +Add button. If you’re prompted for a course password, contact the instructor to obtain the password.

If you have any questions about TWEN, please contact a reference librarian. We’re located on the first floor of the library, and you can email us at lawref@gmu.edu.

Good luck!