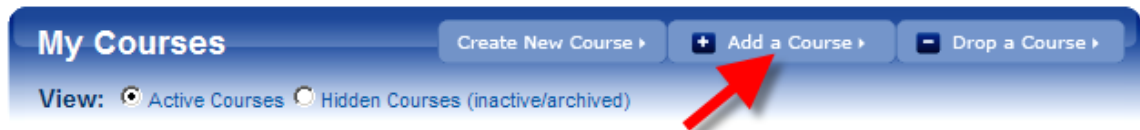


## **How to add a TWEN Course**

1. Sign on to <http://lawschool.westlaw.com>
2. At the top of the page once you sign on you should see a tab marked “TWEN” in the top navigation bar. Click on it.
3. Once you are at the TWEN page, you should see a link on the right hand side of the page that reads “Add a Course”. Click on it.



4. Scroll Down until you see the course you want. Example “Torts - section 2 – Prof. Hackney” and click on the check box.
5. Scroll to the bottom of the screen and click “Submit”
6. This will take you back to your TWEN page, but now you should have “Torts – section 2 – Prof. Hackney” listed as one of your courses in the center section of the page.

Updated 9/1/2010