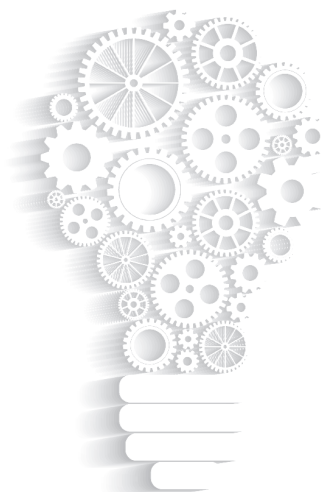


Criminal Litigation

KNOW-HOW

Practical legal knowledge and resources
to help get your work done

Introducing the second Westlaw NZ *Know-How* product, Criminal Litigation, a unique combination of expertly crafted legal workflow and precedents



What is *Know-How*?

Available exclusively on Westlaw NZ, *Know-How* is a new workflow solution from Thomson Reuters which delivers a task oriented step by step guide through legal matters.

Each workflow step combines expertly authored guidance on that step, the identification of tasks related to the step, and seamless integration with relevant checklists and downloadable forms and precedents from Brookers Precedents products on Westlaw NZ.

Know-How serves as both an aide-mémoire and guide for more senior practitioners, and is ideal for supervising and training less experienced staff.

Improve the productivity of your practice and be confident that correct processes are followed.

Criminal Litigation Workflow and Precedents

Criminal Litigation *Know-How* is designed to provide Criminal Defence Litigators with step by step information in the form of easy to follow modules about practice, procedure and the various tasks that lawyers involved in criminal matters need to complete.

In this first release, Criminal Litigation *Know-How* provides comprehensive step by step coverage of:

- (1) **Initial steps in criminal cases;**
- (2) **Applying for bail;**
- (3) **Case management;**
- (4) **Trial preparation;**
- (5) **Sentencing;**
- (6) **Appeals**

The modules are designed to be used by Criminal Litigators of all levels of experience.

Following this initial release, additional workflows will continue to be added to Criminal Litigation *Know-How* with the objective of providing users with a complete suite of modules covering every major aspect of criminal litigation practice and process.



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What does *Know-How* include?

- **Step by step guide** - processes are mapped out into clear and simple steps that efficiently guide you towards the right outcomes.
- **Expert guidance** - each step is accompanied by expertly written practical assistance and advice.
- **Tasks** - the steps provide a separate list of tasks that need to be completed at each stage of a process.
- **Notes and Further Reading references** - highlight and link to related materials that provide guidance and supplementary information.
- **Forms and precedents** - downloadable templates provided in context for immediate use. Download a precedent as a Microsoft Word document. Used in conjunction with the unique Thomson Reuters Precedents Drafting Aide, users can save and adapt precedents to their own, specific needs.
- **Same platform access** - related research publications and additional precedents are also available on Westlaw NZ, subject to subscription.

The screenshot shows a web page titled "Disclosure Obligations" with a navigation menu for "Steps" and "Resources". The main content area is titled "Step 1. Disclosure obligations and the Criminal Disclosure Act 2008" and includes a "Last Reviewed" date of 12 Jul 2016. The text provides detailed legal guidance on obtaining information for a client, discussing the summary of facts, the duty of a solicitor, and the process of requesting disclosure. A "See Also" section links to "Submodule Second Appearance — Plea and Election". A "Tasks" section lists specific actions like obtaining information and noting the presumption of a plea. A "Next Step" section is partially visible at the bottom.

Callout 1: Expertly written practical advice for every step

Callout 2: Notes provides further information and guidance

Callout 3: Each step is distilled into a series of tasks



Disclosure Obligations

Steps Resources

These resources are maintained, meaning that we monitor developments on a regular basis and update them as soon as possible

Title	Resource Type	Last Reviewed
STEP 1 DISCLOSURE OBLIGATIONS AND THE CRIMINAL DISCLOSURES ACT 2008		
Guide01 — Disclosure letter	Form	20 Aug 2016

The forms and precedents related to each step are handily grouped together in the Resources tab

Back Type keywords here to search within the document

Guide01 – Disclosure letter

Forms & Precedents **Drafting Aide** Variable Information Cited Documents

Precedent Type: Precedent
 Jurisdiction: New Zealand
 Last Reviewed: October 2015

Precedents Drafting Aide

[Download and install Drafting Aide](#)

Brookers Precedents and Forms & Templates have a document automation feature called the Precedents Drafting Aide. The Drafting Aide is a Microsoft Word Macro which has been specially created to help you draft and complete documents with speed and efficiency.

You only have to install the Drafting Aide once on your computer, and it will be available to you every time you use Microsoft Word.

Online Installation

The process for installing the Drafting Aide varies slightly depending on what version of Microsoft Word you use, and whether you are using the Westlaw platform or Checkpoint platform. The instructions below set out the installation process for Westlaw and Checkpoint users for: [Word 2016](#) [Word 2017](#) [Word 2013](#) [Word 2010](#) [Word 97](#)

Please note: While Brookers Precedents are not compatible with Apple Macs (they were designed for use with PCs and have never been compatible with Apple Macs), if the user is running Windows emulation software, both the Precedents and the Precedents Drafting Aide should run as normal inside the emulated Windows environment.

Use the Precedents Drafting Aide to draft and complete your documents with speed and efficiency



Why Choose *Know-How*?

Currency that will keep you agile

With updates during the year from our experienced practitioner authors, you can be confident that our workflow and precedents reflect the significance of ongoing legislative and regulatory change.

Day-to-day workflow, precedents, and research together on one powerful platform

Seamlessly move between workflows, precedents, and research and enjoy all the authority, reliability and flexibility of Westlaw NZ.

Achieve day-to-day efficiency

Whether you are managing high-volume work, coming new to a particular area of practice or supervising more junior members of staff, *Know-How* helps you save time and money. *Know-How* ensures no steps are missed and tasks are accurately completed so you can minimise the risk of mistakes and maximise time and cost efficiencies for your business and your clients.



CRIMINAL LITIGATION WORKFLOW AUTHOR



Douglas Ewen

Douglas is the architect of the criminal litigation workflow steps and author of the expert guidance that accompanies each step.

Douglas has practiced as a barrister since 1996. His work varies from human rights cases and judicial review to criminal jury trials and appeals.

Prior to post-admission legal practice, he worked as an outdoor clerk and then litigation legal executive for 4½ years in both London and New Zealand, in both the private and public sectors.

His early experiences led to one of Douglas's abiding interests and subsequent specialisation in matters of procedure, civil and criminal.

Douglas runs a mixed civil and criminal practice, in the High Court and District Courts.

Douglas has also lectured at Victoria University, School of Law, in advanced procedure, and was appointed as a member of the Legal Aid Review Panel by the Attorney-General, until its disestablishment in 2011.

CRIMINAL PRECEDENTS AUTHOR



Frances Iggulden

Frances Iggulden is a barrister specialising in criminal law. Frances is based at Sentinel Chambers in Auckland.

Frances was admitted to the bar in 2009. She commenced her legal career in a small firm in Taranaki. During her time in Taranaki Frances specialised in litigation across a broad spectrum including family, civil, employment and criminal law.

In 2012 Frances moved to Auckland and commenced employment with a barrister specialising in criminal law. Since that time criminal law has also been Frances' speciality.

Frances has practiced as a barrister sole at Sentinel Chambers since 2015.

Civil Litigation Workflow and Precedents

Civil Litigation Know-How, our first Know-How product, is designed to help navigate the conduct of a civil case from taking initial client instructions, through case management and trial, to enforcing (or reversing) a judgment.

The modules are designed to be used by those new to civil litigation, non-specialist lawyers who occasionally undertake civil litigation, senior litigators who wish to delegate various litigation tasks to more junior practitioners, and experienced practitioners who need to refresh their memories about aspects of civil litigation that they have not dealt with for a while.

Ready to try out either or both of the Criminal Litigation and Civil Litigation Know-How workflows? Request a free trial today.

Contact your Thomson Reuters Account Manager or email marketingNZ@thomsonreuters.com
For more information visit www.thomsonreuters.co.nz/workflow



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