

# Creating a OnePass

Your single, secure login system for Thomson Reuters online services

A OnePass account is a username and password, created by you, that can be linked to multiple Thomson Reuters websites and applications such as Westlaw Asia, Proview and Practical Law. Your OnePass is used to access any of these online platforms, so you need to link it to the products you would like to use.

Click the following link to go to the OnePass page:

<https://onepass.thomsonreuters.com/>

1. Enter the numerical registration key you have been given by Thomson Reuters ( contained in a welcome email from us), a "Friendly Name" to distinguish your account and your email address. Then click continue.
2. Enter your information in the fields you see on screen.
3. There are some security requirements for choosing a username and password – you can see these when you click into the respective fields.

*Choose a security question that can be used to recover your details if you ever forget them.*

4. Click Create Profile. You have successfully created a OnePass profile that will allow you to access Westlaw Asia. From now on you can log on using this OnePass details you have chosen.
5. **Click on Return to Westlaw Asia to log on using your OnePass Username and Password. You're done!**

OnePass

## register a new profile

To start the registration process, please enter the information below. This information is needed for us to verify that there isn't already a profile registered within OnePass, and will be used as a starting point for the new profile.

Registration Key  
1084885-GXSXS7  
Example: 1234567.ABCDE1

Friendly Name [What's This?](#)  
Westlaw Asia

Email Address  
training@westlawasia.com.hk

Continue

Return To Westlaw Asia

General Settings

Return To Westlaw Asia

Already have a OnePass profile? [Update your profile](#)

## Register a new OnePass Profile

Register for a new Profile within OnePass by entering the information below.

### Your Information

First Name  
Westlaw Asia

Last Name  
User

Email Address  
training@westlawasia.com.hk

Confirm Email Address  
training@westlawasia.com.hk

Alternate Email Address(es) (Optional)  
Comma Separated

### Username and Password

Username  
WestlawAsia

Password  
●●●●●●●●

Confirm Password  
●●●●●●●●

### Security Question

Select a Security Question  
What is your city of birth?

Answer  
Hong Kong

Select a Security Question  
Who was your first employer?

Answer  
Thomson Reuters

Select a Security Question  
What was the street name of the house in which you grew up?

Answer  
742 Evergreen Terrace

Create Profile

For assistance using OnePass please get in touch using the following Customer Service contacts:

Hong Kong | Phone: +852 2847 2066 | Email: [customer.service@westlawasia.com.hk](mailto:customer.service@westlawasia.com.hk)  
Malaysia | Phone: +603 5115 3000 | Email: [customer.service@westlawasia.com.my](mailto:customer.service@westlawasia.com.my)  
Philippines | Phone: +603 5115 3000 | Email: [customer.service@westlawasia.com.ph](mailto:customer.service@westlawasia.com.ph)  
Singapore | Phone: +603 5115 3000 | Email: [customer.service@westlawasia.com.sg](mailto:customer.service@westlawasia.com.sg)

For free reference materials and online tutorials, or to book training visit:

<http://www.westlawasia.com/learning-support>

# Linking your other Thomson Reuters products to OnePass

If you have other Thomson Reuters services such as ProView, Practical Law or other OnePass-enabled products, please follow the steps below to add them to your OnePass central profile.

1. In the top left of your OnePass account management screen, you will see a Manage Products option as shown. Click this and continue.
2. Find your product in the list and click Add.
3. Enter the username and password you have received in your welcome email from Thomson Reuters for your other products.
4. Enter a "Friendly Name" – this identifies which product you have just chosen to add to your OnePass.
5. **Click Save – you are done! You have now added this product to your OnePass. From now on you can log on using the OnePass details you have chosen**

OnePass

**General Settings**

- Manage Products
- Security Questions
- Security Settings

**General Settings**

Manage the general OnePass Profile settings.

**Your Information**

First Name \_\_\_\_\_

OnePass

**Manage Products**

Manage the products that you are registered for, and their registration keys.

**Registered Products**

Westlaw Asia [Edit](#)

**Products Available for Registration**

Abeledo Perrot Online	<a href="#">Add</a>
Accelus	<a href="#">Add</a>
Accelus Org ID	<a href="#">Add</a>
Accelus Org ID (Cloud)	<a href="#">Add</a>
Accelus Org ID (UAT)	<a href="#">Add</a>
Accelus World-Check One	<a href="#">Add</a>
Accelus World-Check One (QA1)	<a href="#">Add</a>
Accelus World-Check One (QA2)	<a href="#">Add</a>
Accelus World-Check One : Pilot	<a href="#">Add</a>
Application Starter Kit for Java	<a href="#">Add</a>
Aranzadi Infolex Nube	<a href="#">Add</a>
Blind and Encrypted Logging	<a href="#">Add</a>
BoardLink	<a href="#">Add</a>
BoardLink Beta	<a href="#">Add</a>
BoardLink Demo	<a href="#">Add</a>
Business Law Advisor	<a href="#">Add</a>
Business Law Currents	<a href="#">Add</a>

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Philippines | Phone: +603 5115 3000 | Email: [customer.service@westlawasia.com.ph](mailto:customer.service@westlawasia.com.ph)  
Singapore | Phone: +603 5115 3000 | Email: [customer.service@westlawasia.com.sg](mailto:customer.service@westlawasia.com.sg)

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