**Law Technology News Awards LexisNexis Nine 2008 Gold Awards**

Law Technology News Sixth Annual Technology Awards recognizes leaders in technology innovation and implementation. Law firm and vendor winners were honored at LegalTech® New York February 2, 2009. LexisNexis honors included:

1. **9 GOLD Awards**
   - **Case Management Software for Large Firms:**
     - CaseMap® 7.5
   - **Collaboration Tools:**
     - LexisNexis® Total Litigator
   - **CRM System:**
     - LexisNexis® InterAction®
   - **Docket & Calendaring Application:**
     - Time Matters’ practice management software
   - **EDD Services Processing:**
     - Law PreDiscovery 5.2
   - **EDD Services Review:**
     - Concordance® 2007
   - **Knowledge Management System:**
     - LexisNexis® Total Search
   - **Litigation Support Software:**
     - Concordance®
   - **Risk Management Service/Consultant:**
     - LexisNexis® Document Profiling

2. **3 SILVER Awards**
   - **EDD Services Collection:**
     - Law PreDiscovery 5.2
   - **Practice Management System:**
     - LexisNexis Total Practice Advantage™
   - **Time & Billing for Small & Mid-Sized Firms:**
     - PCLaw™ billing and accounting software

3. **1 BRONZE Award**
   - **Document Management System:**
     - NetDocuments®

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1. **Retrieve full-text articles and PDFs.**
   - It’s your most cost-effective and convenient choice—$30 to Get a Document and the PDF. (See the charge on your PowerInvoice™ service reports.) No multiple vendors or billings, credit card accounts or additional charges.

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   - Elsevier Full-Text Journals at lexis.com offer more than 20 topical group sources to help take the guesswork out of source selection. Or create and save your own groups.

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4. **Refine your Elsevier search.**
   - LexisNexis SmartIndexing Technology™ terms make it easy. (Or use Elsevier indexing terms. Your choice.)

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1 Elsevier Full-Text Journals at lexis.com may not be available to all LexisNexis subscribers.
Are You in Step With Your “C People” for 2009?
Your Colleagues Show You How to Sync Up (or Set the Pace)
by Monice Kaczorowski, Director of Library Services, Neal, Gerber & Eisenberg LLP, and Holly Pinto, Director of Library Services, Holland & Hart LLP

There are many areas where you can focus in order to keep the library department as lean as possible in today’s tough economic reality. And knowing what your “C People” are looking for is half the battle. With a little thought and investigation, you can identify key areas that will make the biggest impact with your C People.

The most important things: Be proactive. Don’t wait to be asked to cut budgets and staff. By coming up with your own solutions, you remain in control of managing your library, and you let the C Suite know that you are a fiscally responsible library leader.

Here are a few areas that should be on your radar screen in 2009:

**Current Contracts:**
Renegotiating the Best Possible Deal

Now might be the time to review all contracts in the library for:

- **Duplicative services:** Do some services overlap in content areas? Does one service offer better content than another? One more affordable? Better support or training? More attractive contract terms?

- **Non-lucrative discount contracts:** When did you last review your flat-fee contracts? Are they working for the organization? Are there any material changes that need to be addressed?

- **Monitoring services:** Can you acquire services that might help save money in the future, e.g. client validation & tracking, cheaper versions of current awareness products, maximizing the alerting services included in your current contracts?

**Have you reviewed your electronic research contracts to help your organization?**
Have you asked for any additional discounts? What about bundling products across departments … or favorable discounts for continuing the print resource?

**What about new contracts?** When adding or negotiating new contracts, it is important to know your break-even point. If you aren’t comfortable with the terms or possible usage of a product, start small. Work to assess the value of the tool and the uses it provides. Ask for more: More discounts, more content, better payment terms, extra months included … All they can say is no—or maybe yes!

With the economic challenges facing firms, make sure that you have met with the CFO to discuss any changes in the firm’s cost-recovery strategy for the new year. It may be time to review how you are allocating contract costs to your clients. Many of us put the electronic billing services such as PowerInvoice service in place, but we need to remember that occasionally we may need to tweak the set-up to allocate charges.
Budgets:
Where More Detail Means Better Control

How are you tracking your budget? Is it at the budget or general ledger level? The office level or the practice group level? The more detailed you get the better you can track your money. This can be very time consuming, but it will provide you with the information that the C Suite is interested in. Library budgets rise continuously. Being able to pinpoint which practice groups are the most expensive to support firm wide gives management a better picture.

Reassessing the collection(s) within the organization is also key to controlling costs. Are you still supporting multiple formats? Is it time to reassess the collection in terms of print and electronic? Is there duplication between the two? Can the organization save money by cutting one or the other?

What about multiple publishers? Are you still purchasing treatises in one topical area from multiple publishers? Is it time to stick with the core treatise for that area of law?

Have some practice groups contracted over the last few years? Do the materials that support that group reflect that change? Do you have an office copy budget? Have you streamlined the titles allowed for purchase? Is this tracked anywhere?

Does the buck stop with you? Do you have approval authority for all your general ledger accounts? Do you monitor them to make sure the funds that you are responsible for are being spent for the benefit of the organization?

Exactly how much does it cost to support a firm practice in terms of books, database subscriptions and linear feet of real estate? How does that compare with revenue generated by this group? One trend that seems popular in these tough economic times is tracking library expenses by practice group. Once again, a library manager should be able to provide this type of breakdown to management and feel comfortable enough to discuss firm revenue with the CFO to better plot return on investment.

If you are providing competitive intelligence to your firm’s practice-development initiative, you need to know what it costs you in terms of online and staff time. Follow-up is essential, making sure to note if the pitch was successful, and then tracking revenue for the first year, so that, once again, you can look at ROI. CI is expensive, so it is important that you cost-justify your efforts to the C Suite from the very beginning. Be on the firm’s radar: You are positively affecting the firm’s bottom line.

Library Department:
Market Your Cost-Effective Researchers

How long has it been since you analyzed the services that firm libraries offer? Some of the services can become stale. Is it time to phase out antiquated services and introduce more streamlined services? This has an added bonus: Refreshing the library and freeing up staff time for other tasks. This may be the perfect time to do a library survey and to poll your users. With reduced staffing, this is not the time to provide services that only the librarian thinks are essential.

Have you examined the staffing in your department? Is everyone being used to the best of their abilities? Can one job function be shifted or added to another

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Spotlight on

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Full-text articles include embedded graphics—schematics, charts and illustrations, etc.—that can be printed/downloaded with LexisNexis printing functions. Or open the graphics and use local PC functions. Need the PDF? Just click the Access this Document in PDF link in the document heading. The PDF can also be printed/downloaded via PC functions.

2 Home In on the Right Sources

Elsevier Full-Text Journals are available in all lexis.com state law menus and in a variety of practice-area menus. Or click the NEWS & BUSINESS tab. Or check LexisNexis' Total Litigator. Plus choose:

- Recent group sources—Elsevier Full-Text Journals Most Recent Two Years.
  (Also select All Available Elsevier Journals.)
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  Your results screen shows you the results for each retrieved source. Custom source combinations are saved automatically in Recently Used Sources.
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Elsevier Journal Topical Source Groups

- Elsevier Accounting, Business & Financial Full-Text Journals
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- Elsevier Arts and Humanities Full-Text Journals
- Elsevier Biochemistry, Genetics and Molecular Biology Full-Text Journals
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3 Use the Librarian-Caliber Search Tools

Once you select a single or group source, you can use the LexisNexis precision tools you're familiar with. For example:

Use connectors, universal characters—and refine with the FOCUS™ feature.

Here's how:

**SOURCE:** Elsevier Full-Text Journals Most Recent Two Years

**ENTER:** papillomavirus OR hpv /5 vaccin!

To focus your vaccine search to discussions of the duration of the vaccine's immunological response, move to the FOCUS box at the top of your results screen. Enter your focus terms, e.g.: AND immun! /5 duration OR long OR length

Searching **topical group sources** can also refine your research. For example, to find only neurological journals:

**SOURCE:** Elsevier Neuroscience Full-Text Journals

**ENTER:** frontotemporal dementia OR FTD /20 diagnos!

**Save and update your results** on a monthly basis automatically via LexisNexis Alerts. Click the **Save as Alert** link on your results screen.

**Use specific journal document segments to your advantage.** For example:

Restrict your search to **journal titles** with the TITLE or HEADLINE segments:

**SOURCE:** Elsevier Full-Text Journals, All

**ENTER:** TITLE(papillomavirus OR hpv AND vaccin! AND immun!)

or

**ENTER:** HEADLINE(papillomavirus OR hpv AND vaccin! AND immun!)

Find **articles by author** with the AUTHORS or BYLINE segments:

**SOURCE:** Elsevier Full-Text Journals, All

1. **ENTER:** AUTHORS(victor /3 frankenstein)

2. **ENTER:** BYLINE(victor /3 frankenstein)

**Even use the LexisNexis Toolbar during Web research.** (The Elsevier group sources are listed in the Toolbar's Select a Source menu under Law by Topic > Prior Art/Non-Patent.) Here's how:

While viewing Web resources on omega-3 fatty acids, you decide to advance your research with Elsevier Full-Text Journals.

1. Highlight **omega-3 fatty acids.** The phrase appears automatically in the LexisNexis Toolbar search terms box. (You can also type the phrase or add search words.)

2. Select your source from the **Select a Source** box. Choose **Law by Topic**, then **Prior Art/Non-Patent**.

3. Click **Search.** The LexisNexis Toolbar moves directly to lexis.com (You may be asked for your LexisNexis ID and password.) and enters a natural-language search. (If you type in your own search, you can use words and connectors.) See the top 50 results sorted by relevance.

4 Use LexisNexis SmartIndexing Technology Indexing Terms

All Elsevier Full-Text Journal articles dated after 12/31/2006 include LexisNexis SmartIndexing Technology indexing terms. This controlled vocabulary lets you capture broad concepts in a single term and research without stringing together a complex word search. Just use the TERMS segment. Here's how:

To find articles that discuss the general use of composites in bridge building and maintenance:

**SOURCE:** Elsevier Engineering Full-Text Journals

**ENTER:** TERMS(bridges AND composites)

This search finds articles that include both the terms COMPOSITE MATERIALS and BRIDGES & TUNNELS.

You can even assign a relevancy score to your terms to ensure your topics are heavily discussed in retrieved articles. For example, to find articles that discuss composite materials—and bridges in specific detail—use a relevancy score of 80 – 99%. Here's how the search would look:

**SOURCE:** Elsevier Engineering Full-Text Journals

**ENTER:** TERMS(composites and bridges PRE/1 8*% OR 9*%)

To learn more—and to view index terms—go to http://law.lexisnexis.com/infopro/Training-and-Resources/SmartIndexing-Resource-Center/What-is-SmartIndexing

1Fictitious name, used for illustration purposes only.
Even if it’s Deep in the Blogosphere, Your LexisNexis Search Can Find It

by Matt Wagner, LexisNexis Senior Librarian Relations Consultant

With the LexisNexis services, you can search multiple information outlets and mediums simultaneously. Search magazines, newspapers, journals and broadcast transcripts together—in just a few keystrokes. And with the advent of the World Wide Web in the last decade, you can now include blogs among the media categories you search at lexis.com.

Before 2004 blogs weren’t even a part of our Information Professional vocabulary. For anyone unfamiliar with blogs, they are a type of electronic message board for offering an additional level of media awareness—opinions from industry experts and open opinions from peers or others outside a particular industry or organization. Blogs also offer an online forum for peer-to-peer information sharing and/or networking. In fact, law librarians are among the numerous blog publishers out there today.

Blogs are also often the first to break major news stories and to provide an important barometer of public perception. If you are skeptical about this assessment, you need only look to the 2008 election coverage. Bloggers were part of the news cycle during last year’s political campaigns.

Since June 2006, LexisNexis has partnered with Newstex® to bring you an unparallel collection of blogs. Now you can search more than 2,600 blogs via lexis.com. You can even deliver blog content through LexisNexis® Publisher.

Newstex® processes blogs in real time through its NewsRouter™ technology and automatically tags each blog post with key data, such as company names, stock tickers, key executives and government officials and detailed topical categories. Each blog post delivered as part of Newstex Blogs on Demand also includes Newstex’s proprietary PeopleTickering™—a system that synthesizes metadata from numerous premium sources and quality blogs to create a database of people who make the news.

While blogs can be searched via general search engines or a blog search engine, only LexisNexis integrates blog content with mainstream news content so that researchers have the ability to review information on a topic regardless of content media. Since “the blogosphere” does not really have formal standards and is now quite robust, the Newstex editorial review process ensures that you are searching the best blog content for each topic or industry/market.

Some of the criteria used to evaluate the blogs include:

- Category/Topic (Business, Entertainment, Marketing, Media, Politics and Technology strongly dominate the Newstex roster.)
- Frequency (Newstex prefers to bring in blogs that generate a minimum of one post per day but is willing to accept blogs with two updated posts per week and makes exceptions with a well-known or a client-requested blog.)
- Content Style (News/Commentary or Commentary)
- Tone (Professional/Journalistic, Narrative, Edgy)
- Perspective (Insider or Watcher)
- Political Bent (Left, Right or Center)

The quality and consistency of blogs continue to be evaluated by the Newstex editorial team even after they’ve been added to their database.

So why is blog content important to the business and practice of law? In a nutshell, as the legal industry grows increasingly competitive, it is essential that your decision makers have at their disposal any and all information that will enable them to make informed business decisions and to maintain and/or gain a strategic advantage over the competition. By including blog content, your organization and attorneys can:

- Monitor news about your firm, clients and key competitors.
- Track trends within an industry or practice area.
- Discover new opportunities and check for conflicts between potential and existing clients.
- Evaluate alliances with other firms.
- Research companies/opposing parties involved in litigation.
- Evaluate businesses and owners when researching M&A-related activities.

LexisNexis offers you the flexibility of searching Newstex blog content in both large group files such as News, All or narrow databases that contain only blogs in a particular subject area, such as Newstex Legal Blogs.

Newstex content is updated same-day at lexis.com, and a three-year archive is available for most blogs. If you are a LexisNexis Publisher subscriber, we can provide your firm full-text delivery of subject-specific Newstex blogs. And, if for some reason you want to exclude blog content from your search results through lexis.com or Publisher, we offer you an easy solution: simply add AND NOT PUBLICATION (blogs) to your search and eliminate these documents.

Learn more about how you can harness the value of blog content for your organization. If you have questions regarding Newstex content and research, please contact your LexisNexis Librarian Relations Consultant.
Institutional Shareholder Services (ISS) Put You Ringside at Proxy Fights

Do your business, securities and M&A specialists use Institutional Shareholder Services (ISS) reports? The ISS is highly recognized and respected—and often cited in the press for their proxy vote recommendations and research. Every law firm should have the ISS reports for clients covered by this research.

And you can get the PDF reports through the exclusive ISS offering via lexis.com. Here’s what you can find—and how you can use the valuable information:

- **ISS M&A Insight Notes**: A note is issued when a potentially contentious deal or proxy fight is announced. Several Notes may be issued subsequently as the situation evolves and as issues develop for shareholders. The research analyzes the complex issues presented to shareholders.

  **Uses**: M&A and securities attorneys can refer to Insight Notes and Insight Analysis for precedent when preparing for contentious proxy issues for their own clients. In addition, law firms representing corporate clients will have access to these reports during the course of a proxy contest.

- **ISS M&A Insight Analysis**: Independent “Wall Street style” research reports and voting recommendations on contentious proxy issues. The analysis and vote recommendation is issued about two – three weeks before the shareholder meeting.

  **Uses**: M&A and securities attorneys can refer to Insight Notes and Insight Analysis for precedent when preparing for contentious proxy issues for their own clients. In addition, law firms representing corporate clients will have access to these reports during the course of a proxy contest.

- **ISS Sustainability and Risk Reports**: These reports provide extensive global company information, factoring in more than 300 sustainability criteria. The reports identify and rate companies according to social and environmental issues using detailed quantitative and qualitative analysis. Companies are scored in each of the following areas: Social Issue Oversight, Climate Change Practices, Environmental Practices, Ethics & Products, and Labor & Human Rights.

  **Uses**: The Sustainability and Risk Reports provide high value to M&A attorneys conducting due diligence and help identify potential risks associated with acquisition candidates. And attorneys can use these reports to compare a group of candidates in an industry. Law firms can also use the reports to better understand their own clients and to improve and increase the service they provide.

- **ISS Corporate Governance Quotient™ Profiles**: These profiles are designed to assist institutional investors in evaluating the quality of corporate boards and the impact of their governance practices—i.e., in-depth analysis of how a company is governed and risks it may face in business going forward.

  **Uses**: Get a good understanding of a client’s corporate structure and identify ways to restructure the company so that it reduces its risks and improves its corporate governance compliance ratings. (Also find additional legal opportunities.) These reports also provide examples of “best practices” that lawyers can use when they set up other corporate structures or modify existing ones.

  **ISS content is available in the M&A and Securities Practice Centers of Lexis® Transactional Advisor.** See the Due Diligence, Structure the Deal or News (Notes and Insights) tasks. Also find these sources in the Corporate, M&A and Securities area of law pages at lexis.com.

Get a Librarian’s Perspective on the Lexis® Web Via New Webinar

As a follow-up to last month’s cover feature on the new Lexis Web (beta version), you can now learn more about this free, legal-specific search engine that delivers Web content only from legal sites validated by LexisNexis attorney editors.

In this new, free 30-minute Webinar, Lexis Web product experts review its features as well as the most recent enhancements. This recorded session was created especially for LexisNexis librarian customers.

Download the Webinar at the LexisNexis InfoPro Web site at www.lexisnexis.com/infopro

You can also find additional information about the Lexis Web (beta version) in the special users guide available in PDF on the LexisNexis InfoPro Web site at http://www.lexisnexis.com/documents/pdf/20081209050146_large.pdf
Now Law Schools Can Download Table of Authorities Software—No Additional Charge!

Law students and law school librarians can now go to the LexisNexis law school home page and download the educational edition of Best Authority™ without additional charge.

Need to create a table of authority (TOA)? Open a Microsoft® Word document and click the Best Authority icon in your Word toolbar. The Best Authority Wizard walks you through the process. Scan documents fast—about one second per page. Best Authority, which replaces LexisNexis Full Authority, automatically recognizes citations formatted according to all common U.S. style manuals, including the Harvard Bluebook, the California Style Manual and others.

And Best Authority is easy to learn. It works with standard Word editing tools. Plus check out the online training opportunities for students at Best Authority’s special academic Web page at http://www.levitjames.com/bestauthority/ba_lawstudent.html.

Find:
- five-minute video overview
- 45-minute e-learning module
- FAQs
- User’s Guide

The enclosed reference sheet for Best Authority can also be shared with students.

Are You in Step With Your “C People” for 2009?

position? What about overtime? Is this the norm or the exception? Minimizing the need for additional staff or overtime during a slow economic time benefits both your department and the organization.

Do your librarians bill for their time? As part of their annual objectives, do they set billing goals for themselves? One way to offset staff expense is through cost recovery of billables. The library isn't just a black hole of expense; it can be a revenue generator as well. It never hurts to use librarian billings as a way to market the library. Librarians are cost-effective researchers with strong online skills, yet they are usually billed out at a much lower rate than attorneys. Ensure senior management knows the library can support client-related research—and free up associates to do the legal analysis and writing.

Are your automation systems set up to better track expenses, or do you have a spreadsheet to track expenses by practice group? Do you have your serials module set up to track what you are purchasing and claim what you are missing? Are you maximizing all the tools at your disposal to keep track of the library expenditures?

Another area to focus on is training. Spending some time and getting the attorneys trained on the tools you already have will maximize your investment and prove beneficial to the organization even when economic times are good. It is an easy way to market the library: We all do this—or should be. In these economic times, it is critical to step up marketing efforts. This will make the library department more visible in their support of the attorneys and help them in their efforts to save the firm’s current clients’ money. And it will encourage management to partner with the library to create additional business-development opportunities.

These are just a few areas you can take a look at to better improve the organization’s return on their investment. By being proactive, the library department will be seen as operating more like a business than being another drain on the firm’s finances.