

# Empowering the Information Generation.

## Find relevant facts fast.

Power queries occur when you need to find information that will help your company understand a specific situation completely and make the best business decision fast. You could be investigating a potential merger and acquisition target, a partner company, or a new product or technology.

Power queries require a deep drill down through multiple layers in order to uncover all the details. This quick reference guide contains tips and techniques that will speed you through the tasks at hand to help ensure your success.

## Success factors

These guidelines will help you get dependable results quickly. And with the power of Nexis® you can improve the process even more, for the fastest, most productive research possible.

### Consider the source.

Not all information is created equal—or by trustworthy people. You need to consider the credibility of the source, as well as the frequency of publication and the timeliness of the information, so that you know your information is reliable. Use the Nexis service for the most comprehensive and reliable information available anywhere.

### Protect your privacy.

When you're researching sensitive topics (i.e., M&A targets), you need to be sure that others cannot track the sites you've visited. Nexis can help keep those searches secure.

### Be selective.

Organize your searches to bring you accurate and precise information from sources you can trust with easy-to-use Nexis result groups.

### Get help when you need it.

If you're having trouble finding specific information (i.e., real user's opinions about a product), you need to know who to ask and where to look. Nexis makes it easier with updated functionality and a 24-hour hotline.

## Nexis® quick tips

### 1. Spell-Check

Catch spelling errors with a “Did you mean?” spell-check.

### 2. Intelligent Indexing

LexisNexis SmartIndexing Technology™ labels news, business, and legislative documents with controlled vocabularies and standardized index terms for the topic discussed within documents. For example, search using “MERGERS & ACQUISITIONS” and get on-point references to other options, such as “JOINT VENTURES” to include in your search.

### 3. Index Terms

At the bottom of full-text documents, you'll find index terms that are tagged for the record being viewed. Select any combination of the available index terms to narrow your current search or launch a new search.

### 4. Source Selections

Create and name your own source selection so they are easy to find and recognize later.

### 5. 24-Hour Hotline

Call our 24-hour customer service hotline at (800) 543-6862 for help in finding the answers you need.

## Key sources at-a-glance

Nexis® gives you everything you need to perform power queries. The Nexis service also provides you access to a wealth of subscription-based content from credible sources unavailable anywhere else.



Tap into this Nexis resource...	...when you need this...	...and get these benefits...
Global News Wire	A compiled database of articles that covers business and news in all key global markets	Spot emerging companies and trends worldwide
Global Reports	Immediate access to worldwide financial filings in a PDF format	Learn everything about your M&A or partner targets
Legal Records Collection	Comprehensive information, including trademark and patent records, and federal and state regulations	Find legal information that may affect your company or industry

## Favorite features

Use these Nexis features for faster, better searches that aren't easily tracked. We've simplified Nexis forms and have added a customizable homepage to speed and guide your progress.



Result groups	Organize searches by groups (subjects, media channel, source, country, language, industries, or companies) to quickly see relationships and trends within each group.
Tabbed powerful search forms	Customize your My Nexis™ page, or select a tool from the list on the screen. Use the General Tab, or select a specific one as needed.
Source selection	Simplify your searches by quick-selecting your sources using convenient checkboxes.

## Did you know



- Nexis searches over 20,000 news info sources, while Google™ searches only about 4,500.
- Only 30% of the world's information is free on the internet. And 70% is available by subscription or pay-per-search resources.
- Some of Nexis news archives date back to the 1980s. Web news archives without a subscription typically date back just two weeks.

## Developing a search request

### Universal Characters

Use Universal Characters in your search words.

- ! litigat! = litigate, litigation, litigating, litigator, etc.
- \* wom\*n = woman and women
- bank\*\*\* = bank, banking, banker (but not bankrupt)

### Connectors

Use connectors to link search words. Also see the search connector box on the online search form for examples.

- OR doctor OR physician
- AND deregulat! AND bank\*\*\* (anywhere in the same documents)
- PRE/n cable PRE/2 tv OR television (the first word must precede the second within a specific number of words)
- /p rule 11 /p sanction (words must appear in same paragraph)

## Start using Nexis today

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To learn more about the Nexis service, take a Nexis tour or request Nexis training, visit

<http://corporate.lexisnexis.com/nexis>