

New

LexisNexis® **Alert Feature**

Request Automatic Updates on Any Topic!

Now it's so easy. When you want an automatic update on any *lexis.com*® search, **click the new Alerts tab** on the main *lexis.com* menu screen.

With LexisNexis® Alert, you can **receive the latest news that impacts your work ... automatically**. Monitor news coverage on current and prospective clients, relevant businesses, court cases and much more. The LexisNexis Alert feature offers you the convenience of news delivered directly to your desktop as well as the broad coverage of more than 20,000 news sources.

The LexisNexis Alert feature provides:

- **Frequency and flexibility!** Schedule an Alert update delivery **up to three times a day**. Get more timely updates to breaking stories. Choose from the following options:
 - 1 – 3 times a day;
 - 1 – 3 times per business day (M – F);
 - once a week (on the weekday and time you choose); or
 - once a month (on the day you select).
- **De-dupe functionality!** If you select the Do not include duplicate documents check box during set up, the LexisNexis services will compare each document retrieved. If more than 90 percent of the text is the same, the document will be considered a duplicate and will not be delivered to you.
- **Alert “watches!”** You can request an Alert even if your initial search doesn't find documents. Be alerted if events occur in the future. For example, an attorney managing a merger can schedule an Alert to search daily news stories to ensure that word of the merger doesn't leak out during the “silent period.”
- **“No new results” notification!** This notification lets you know the Alert search was run but there were no new results.



LexisNexis®

It's how you know™

To Save a **Search** for Update:

Enter a search at www.lexis.com. After you review your results, click the **Save as Alert** link at the top of your results screen. Fill in the simple Save Alert form (shown below):

- A. **Name** your saved search.
- B. Select your update **frequency**:
 - *monthly* (and choose the date and time of day)
 - *weekly* (and choose the weekday and time of day)
 - every *business day* (once, twice or three times per day)
 - *every day* (once, twice or three times per day)
- C. Choose *your delivery* option—online, printer or e-mail.
- D. Would you like to be notified via e-mail when your search **doesn't** retrieve new documents?
- E. Choose to **exclude any duplicate** documents.
- F. Would you like to be notified via e-mail each time your search **retrieves new documents**?

Then click **Save**.

Each time your search is updated, you receive only new items ... no wading through previous results. Your stored Alert searches are listed every time you select the **ALERTS** tab then the **Alerts-ECLIPSE™** sub-tab. From this sub-tab, you can:

- Edit or delete your saved search
- Run a **FOCUS™** feature search on the most recent search results
- Review previous results
- Update your search on the spot

The screenshot shows the 'Save Alert' form with the following fields and options:

- Name:** [Text input field] (Annotation A)
- Source:** PA Personal Injury Cases – TORTS;PAPI
- Terms:** fail! /5 warn! /50drug /10 harm! OR injur! OR adverse
- Frequency:** Weekly (dropdown), Monday (dropdown), at 8:00 AM (dropdown) ET* (Annotation B)
- Delivery:**
 - Online only
 - Printer: abc1234 (dropdown), Print Options... (Annotation C)
 - Email: [Text input field], Email Options... (Annotation C)
 - Example: johndoe@yourcompany.com
- Alert me if there are no new results (Annotation D)
- Do not include duplicate documents (Annotation E)
- Notification:** If you want to be notified via email when your search retrieves new results, check this box and enter your email address in the space provided.
 - Email: [Text input field], Notification Options... (Annotation F)
 - Example: johndoe@yourcompany.com
- Footnote: * Eastern Time
- Footnote: * Email distribution is subject to [Terms and Conditions](#)
- Buttons: Save, Cancel

- A. **Name** your saved search.
- B. Select how frequently your search is updated—**monthly** (and choose the day of the month and time of day), **weekly** (and choose the day of the week and time of day), **every business day** (once, twice or three times), or **every day** of the week (once, twice or three times per day).
- C. Choose delivery options—online, printer or e-mail.
- D. Choose whether you'd like to be notified via e-mail any time your search doesn't retrieve any new documents.
- E. Choose to **exclude any duplicate documents** from your results.
- F. Choose to be notified via e-mail each time your search **retrieves new documents**.

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