

Lexis® Advance

My Workspace

Legal Research that
revolves around you



Lexis® Advance

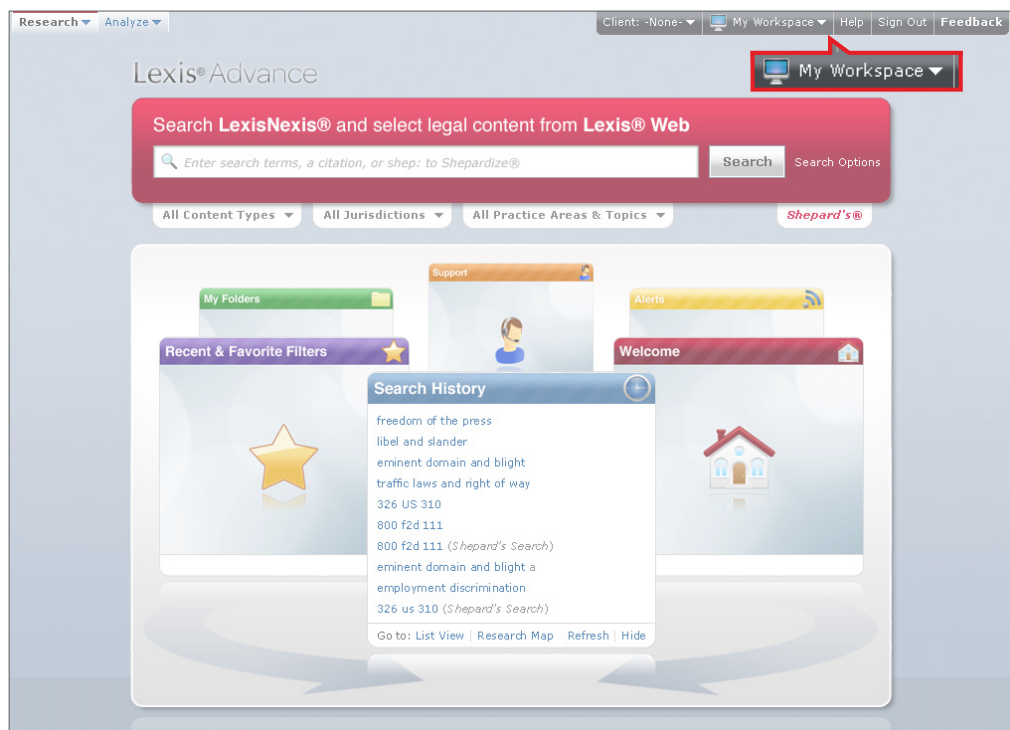
www.lexisnexis.com/advance

 LexisNexis®

Exclusive My Workspace

You told us you need to efficiently manage your results.

Being able to efficiently manage your legal research and do multiple tasks associated with your research is vital in your busy day. With **My Workspace** you can access, organize and manage your legal research all in one place through a visual and intuitive carousel interface. My Workspace stores your search history, recent and favorite filters, work folders, alerts and provides easy access to customer service.



To efficiently manage your research you can always access My Workspace through the navigation bar on the top right hand side of Lexis Advance.

Work Folders

Work Folders will help you keep all your results organized in one place. They allow you to create and save search results, documents and notes to a folder so you can get to them quickly.*



You can create as many folders and subfolders as you need and save items across all folders such as full documents, excerpts, annotations and searches. Items you purchase transactionally only remain in your folder for 90 days. Documents that you subscribe to remain in your folder until you remove them.

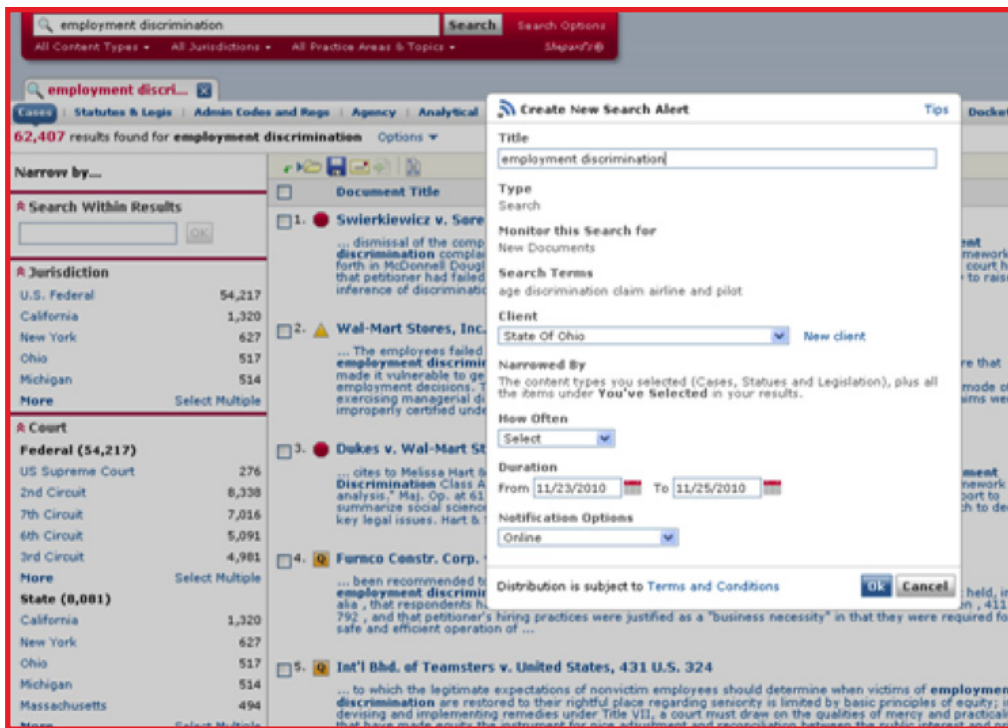
*Subject to terms and conditions.

Alerts

Keeping up with vast amount of changing information in today's world is crucial for driving better outcomes for your case strategy and issues. With **Alerts**, we do the work.

Set up an alert on your search or the *Shepard's*[®] citations report you want to follow and the Lexis[®] service monitors any changes that occur. You can make your alert criteria as broad or specific as you want by using the alert filters. And the frequency is up to you daily, weekly or monthly.

When there is change you will be notified right in your alerts panel or via email if you choose.



Search History

If you get interrupted and need to retrieve your search results quickly and easily you can go to Search History and review your entire search history including searches, emails, alerts.

Search History provides you with an efficient way to manage your results so you can instantaneously see where you left off in your research and allows you to eliminate rework.

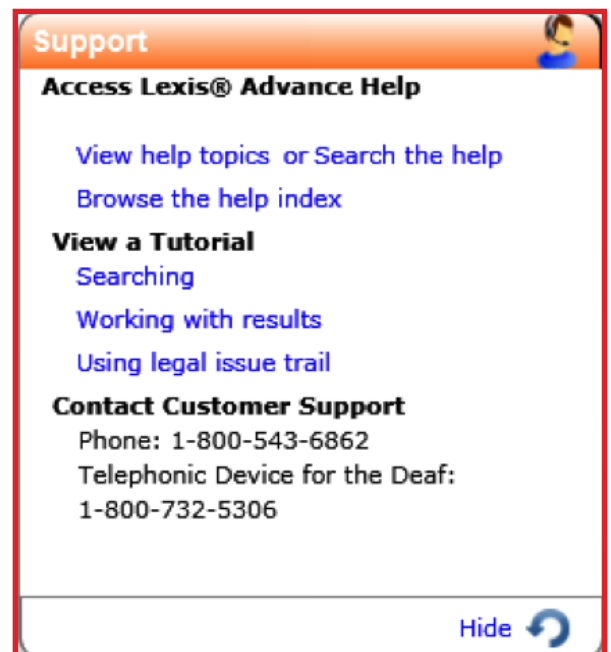


The screenshot shows a 'Search History' window with a blue header and a circular refresh icon. The list of search terms includes: 'freedom of the press', 'libel and slander', 'eminent domain and blight', 'traffic laws and right of way', '326 US 310', '800 f2d 111', '800 f2d 111 (Shepard's Search)', 'eminent domain and blight a', 'employment discrimination', and '326 us 310 (Shepard's Search)'. At the bottom, there are navigation options: 'Go to: List View | Research Map Refresh | Hide'.

Support

With Lexis Advance you will get all the **Support** you need. You can access Lexis Advance help online anytime plus a comprehensive set of tutorials that demonstrate Lexis Advance features and functionality. Our teams of Customer Support experts are there to help you.

This exclusive My Workspace tool in Lexis Advance will help transform the way you conduct legal research.



The screenshot shows a 'Support' window with an orange header and a user profile icon. The content includes: 'Access Lexis® Advance Help', 'View help topics or Search the help', 'Browse the help index', 'View a Tutorial' with sub-links for 'Searching', 'Working with results', and 'Using legal issue trail', and 'Contact Customer Support' with phone numbers: 'Phone: 1-800-543-6862' and 'Telephonic Device for the Deaf: 1-800-732-5306'. At the bottom right, there is a 'Hide' button and a circular refresh icon.

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