

LexisNexis® Dossier Search Tip

How to Search Company Data

SEARCH 101

1. **Getting Started**
 - a. Enter company name in search box
 - b. Select the correct record
 - c. View records in left-hand navigation pane
2. **Snapshot** data spans current news, executive contacts, company hierarchy and competitors
3. **In the News** sorts company mentions by top publication, topic or region
4. **Financials** includes stock and earnings information, five-year growth estimates, M&A details and SWOT analysis reports
5. **Legal** houses cases involving the company in the U.S., Canada and some European countries
6. **Intellectual Property** covers patents, trademarks and U.S. copyrights

QUICK TIPS

1. **Creating a Master File**—Click the check box next to any document in your search to add that record in the selected documents folder. This folder can then be downloaded, emailed or printed as a single, master file.
2. **Customizing a Report**—Or, click Custom Report on the left-hand navigation menu to further customize your report.
3. **Delivering Results**—Print custom reports in a presentation-ready PDF format.



Watch the video tutorial on YouTube:
bit.ly/CompanySnapshot

For further assistance with this type of search, contact **Academic Client Manager Ginger Cole** at ginger.cole@lexisnexis.com or **(937) 865-1259**.