LEXISNEXIS®
EXPERT RESEARCH ON-DEMAND
USER GUIDE

Find testimonial history, transcripts, challenges to exclude, disciplinary history and articles on an expert name of your choice from a growing list of 382,000+ experts.

With LexisNexis® Expert Research On-Demand, you have access to the exclusive and coveted IDEX® data, plus more! And because you only pay for what you order, you don't need a subscription.

Thoroughly vet expert witnesses with the speed and convenience of highly experienced research analysts who conduct, package and deliver the research you need—when you need it. Simply order the reports you need, and they will be delivered to you in just two to three business days. Need it faster? Rush services are available upon request.

FIND THESE TOPICS

Getting Started With
LexisNexis Expert Research On-Demand

- How to Register for the Expert Research On-Demand Service
- How to Sign In to the Expert Research On-Demand Service
- How to Reset a Password

Conducting Research on Experts

- Return to the Expert Research On-Demand Home Page
- Entering an Expert's Name in the Search Box
- Entering an Expert's Name is Easy and Intuitive
- What If I Can't Find an Expert Whose Name I Know? May I Add an Expert?

Using Your Expert Results

- Let Us Do the Research for You
- Downloading Documents
- Finding Prior Orders

Customer Support
Getting Started With
LexisNexis Expert Research On-Demand

HOW TO REGISTER FOR THE EXPERT RESEARCH ON-DEMAND SERVICE

Registration is required to create an account. By registering, you aren't making a commitment; you are simply creating an account so you can explore the extensive content available through the Expert Research On-Demand pay-as-you-go service.

1. Start at this web page: lexisnexis.com/experts-on-demand
2. From any screen, you can simply click on the Registration or REGISTER link.

3. Select either My firm has an account or My firm does not have an account.

3a. If your firm has an account, fill in the form, then click the blue Validate account button.
3b. If your firm does not have an account, click on the blue Create new account button. Fill in the details on the form. Click on the blue Register button.
HOW TO SIGN IN TO THE LEXISNEXIS EXPERT RESEARCH ON-DEMAND SERVICE

1. From any screen, you can simply click on the Sign In link. ▶

   Existing customers — Simply sign in and begin using the new and improved site.

2. Enter your User ID and Password, then click on the blue Sign In button. ▶

HOW TO RESET A PASSWORD

You can reset or retrieve your password in two ways:

1. At the Sign In screen, click on Forgot your password? ▶

2. While signed in, click on the Support tab. From the pull-down menu, select Resetting your Password. ▶
Conducting Research on Experts

RETURN TO THE EXPERT RESEARCH ON-DEMAND HOME PAGE

At any point, you can quickly get back to the home page. Click on the red LexisNexis® icon in the upper left-hand side of any screen.

ENTERING AN EXPERT’S NAME IN THE SEARCH BOX

You can find experts by their names. On the sign-in page, look for the Search expert’s name box. Enter the expert’s name (see below), then click on the magnifying glass icon.

Or you can use the Place Order feature. At this point, you are not incurring any charges. From the Menu, choose Place Order. Then find the Search for an Expert field. Click on the blue Start Request button.

Entering an expert’s name is easy and intuitive

You can enter either: last name, first name or first name, last name. For example, Rogers, Catherine or Catherine, Rogers.

You can also enter the initial of a first name. For example, Patel, A.

Or use the auto-fill feature. If you only know a first name or a last name, enter it into the Search Experts box. A list of names will appear; you can scroll through the list and select a name.

LexisNexis Expert Research On-Demand uses a unique give-to-receive method of gathering case information and expert documents. We rely on excellent customers like you to provide us with brief details regarding your case when you place an order. In turn, you benefit from valuable information we have received from other customers—including cases and documents often not found with any other provider. It is suggested that you locate and have your case information handy prior to placing your order online.
WHAT IF I CAN'T FIND AN EXPERT WHOSE NAME I KNOW? MAY I ADD AN EXPERT?

Sometimes, an identified expert cannot be found during your online Search for an Expert request. Don't get discouraged! Research is often completed by using outside resources. Our research analysts will quickly locate the information you need.

You can create a new expert. At the bottom of the Search for an Expert screen, click on the Create New Expert blue box. A form will allow you to add any known details about the expert, including the name.

Can't find the expert you are looking for?

Create New Expert

Or you can contact the LexisNexis Expert Research On-Demand team by telephone or email (see next page).

Using Your Expert Results

LET US DO THE RESEARCH FOR YOU

The LexisNexis Expert Research On-Demand research analysts can find it. On the Search for an Expert screen, look for Reports & Research Services. If you prefer, simply call or email us.

In just two to three days, you can get:
- Testimonial History
- Professional Discipline
- Enhanced Expert Challenges
- Articles discussing or naming the expert

DOWNLOADING DOCUMENTS

1. After searching for your expert, you will see a screen with the Expert's Details. Scroll down to see the Instantly Available Documents.
2. If you want to order a document for downloading, click on the black Add Document button.
3. Fill in information in the form.
4. Click on the blue Save and go to delivery details button.
5. Review your Request Summary in the upper right of the screen.

REQUEST SUMMARY

OROOG, GARY

Show expert's details

Documents requested: 1111 2222 3333 4444 5555

$66.00

INDICATIVE TOTAL

$66.00

Final pricing will be dependent on the outcomes of the requested research.

DOWNLOAD

#1234567890

PHARMACIA CORP.

Add another expert
FINDING PRIOR ORDERS

Save time! You don’t need to fill out case information again.

In just a few clicks, you can:
- Update or request additional information on a previously submitted order
- Find a co-worker’s prior orders and add or update those searches
- Access information 24/7 to get an order into the queue for processing. (Orders that have been made by telephone are currently not added to your online order history)

1. Click on the Place Order tab on the left-hand side of the screen. Select the last item in the pull-down menu, then Prior Order Search.
2. You’ll see a list of research you have requested in the last three years. Find the case or Order ID, then click on the blue View Order button.
3. See the details of your order, including a summary of your request, case details, delivery details and charges. You can also request more services related to this order.

PRIOR ORDERS TIPS
- Prior orders are stored for a firm, not for an individual’s use.
- If you wish to order documents on one expert but the original order had more than one expert, you first must delete the experts that are no longer needed.

NEED ASSISTANCE?

Get live help from the LexisNexis Expert Research On-Demand Team

8 A.M. – 6 P.M. ET, MONDAY – FRIDAY AT 800.521.5596
OR AT FULLSERVICE@LEXISNEXIS.COM

Or fill out the online form while signed in. Click on the Support tab on the-left hand side of the screen. Select Contacting Us from the pull-down menu. Fill out the online form.