

WEIGHT LESS



Heavy on content Light on space

Learning how to
use Lexis Red™

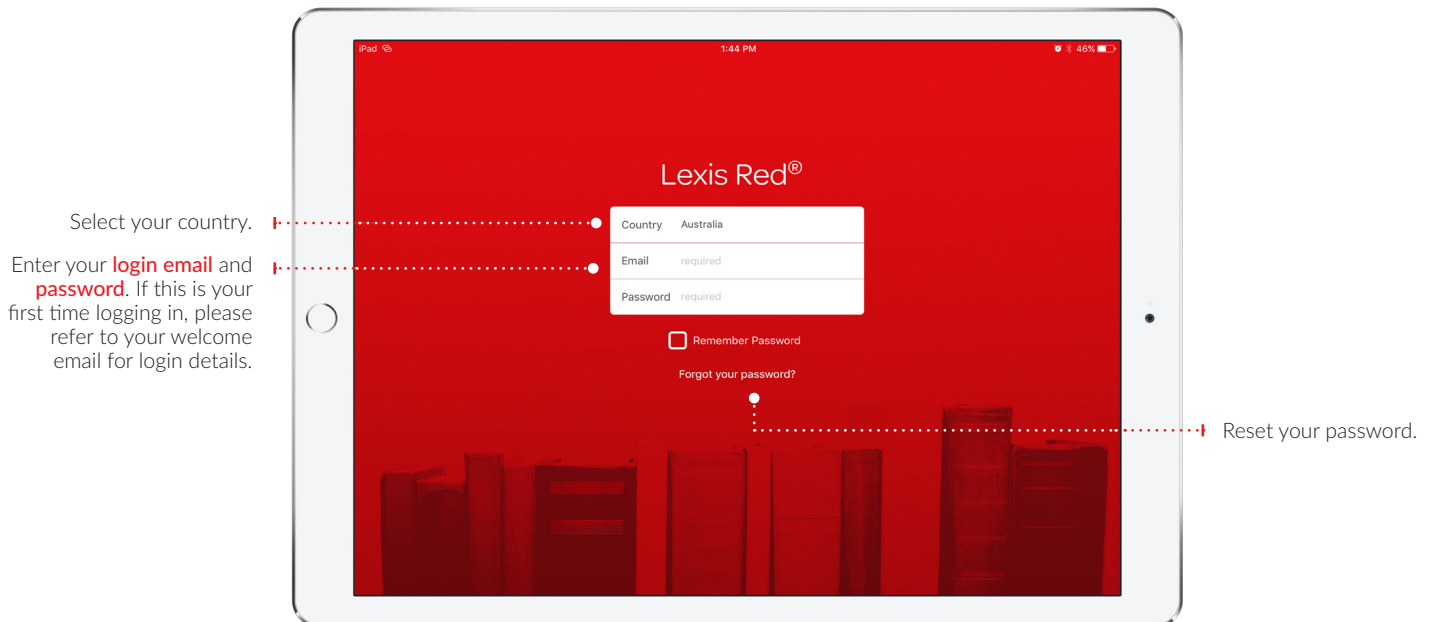
FOR IPAD DEVICES
MARCH 2019

Downloading Lexis Red

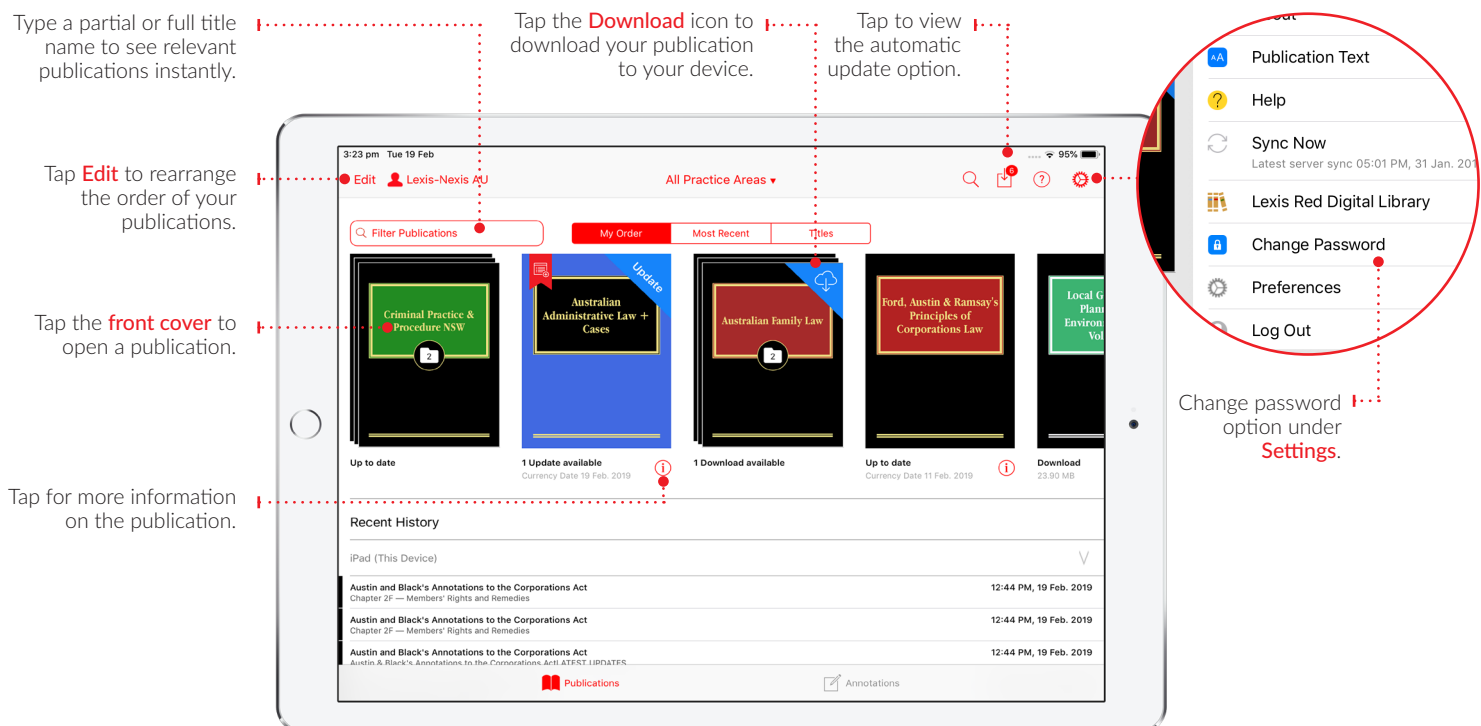
2

Open the App Store, search for 'Lexis Red' and select the  app. Press  to download and install Lexis Red.

Logging in to Lexis Red



Viewing your Lexis Red library



Browsing content

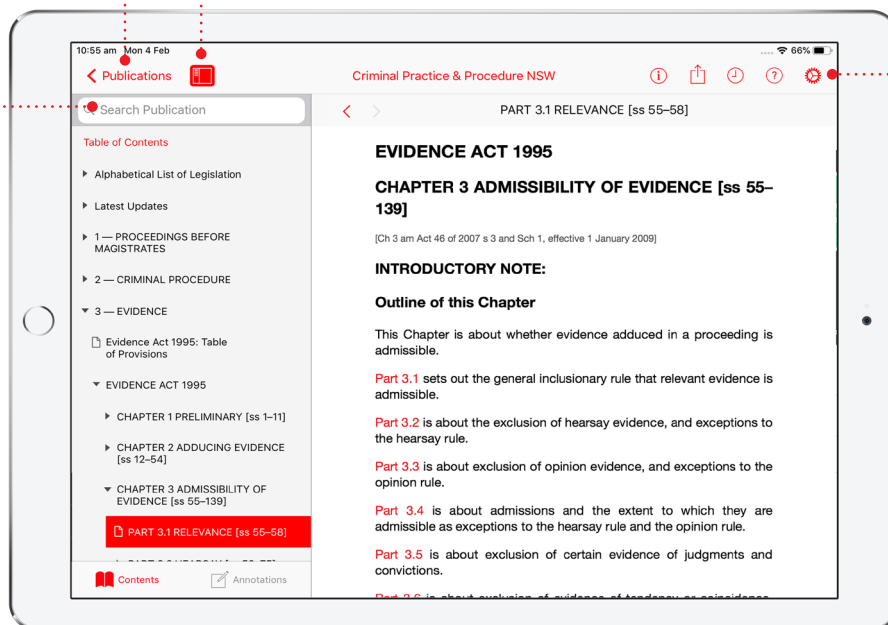
You can view each publication with its table of contents or in full screen.

Tap **Publications** to return to your viewing library.

View full screen, without the **table of contents**.

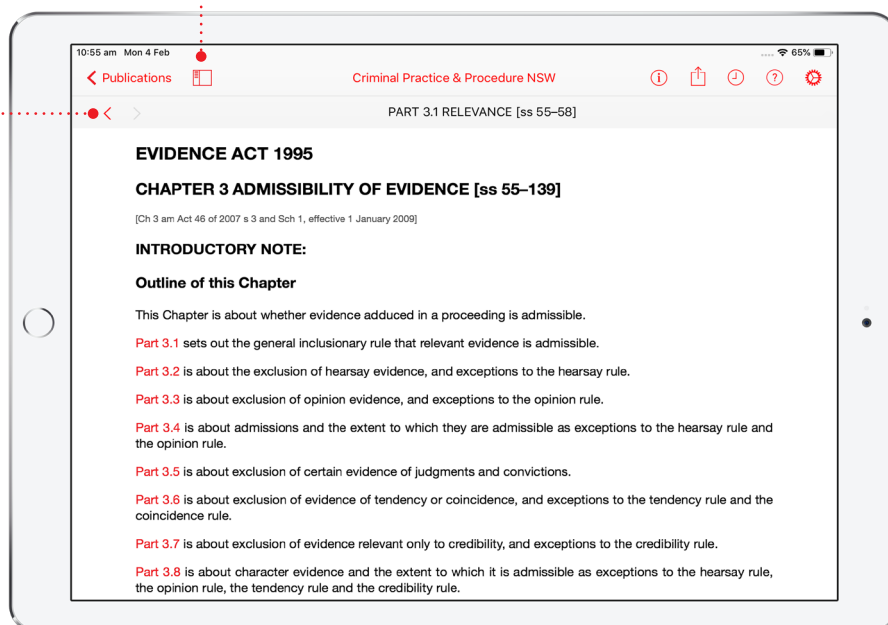
Search within the open publication. Results can be filtered by content type.

Access **Preferences** under **Settings** to change the **table of contents** style.



Toggle view to see **table of contents**.

Navigate back and forth through content using the left and right arrows.



Search



More information on the publication



Share and Print



View recent history



Get more information on how to use the app

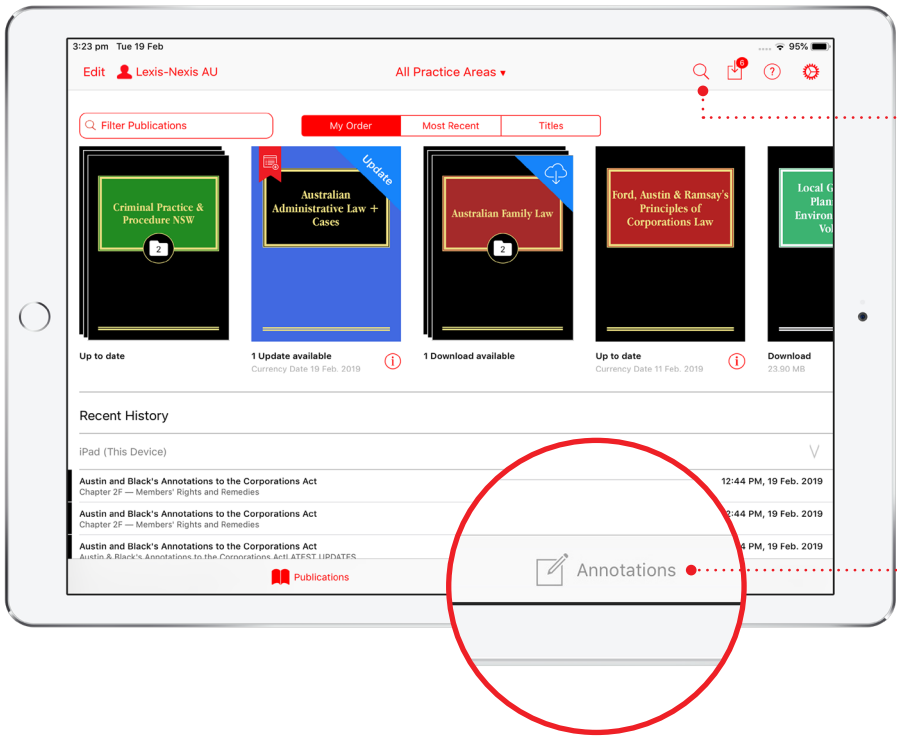


Settings

Browsing content

You can view Publications or Annotations by toggling views as shown here.

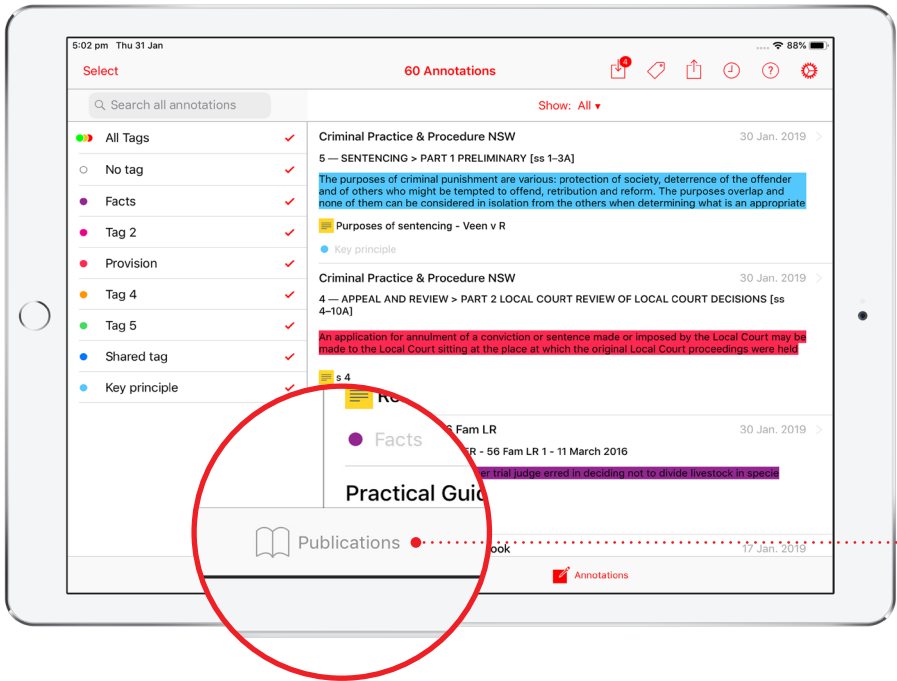
Publications screen



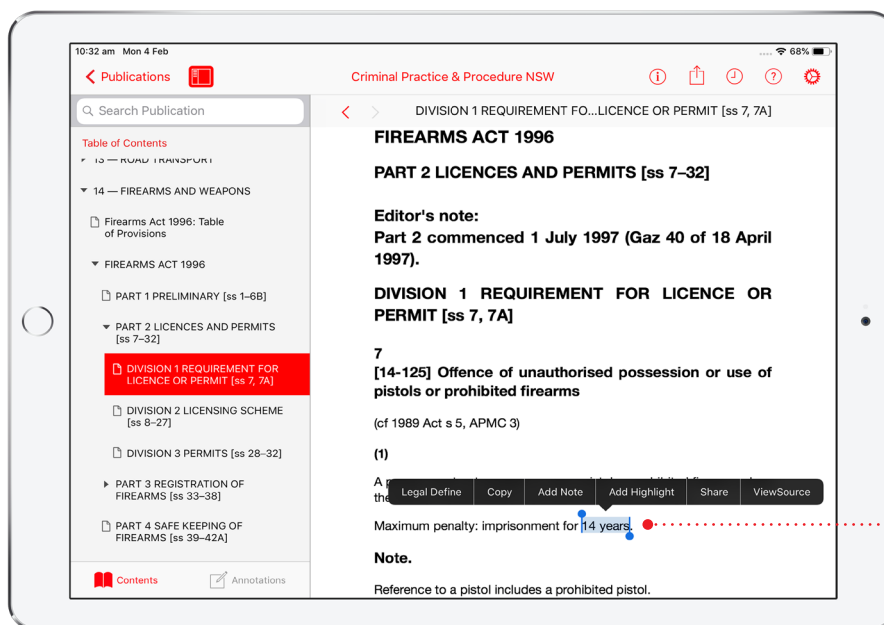
Search across your publications.

Tap to view your annotations.

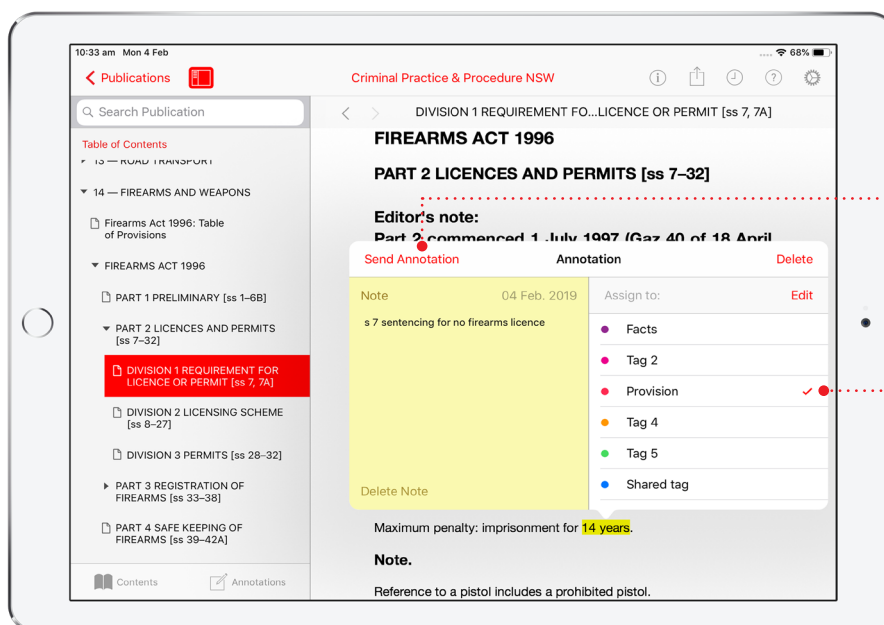
Annotations screen



Tap to view your publications.



Press and select text to add highlights and notes.



Send annotations to Red users in your company.

Tag your highlights and notes by matter, for example.



Search



More information on the publication



Share and Print



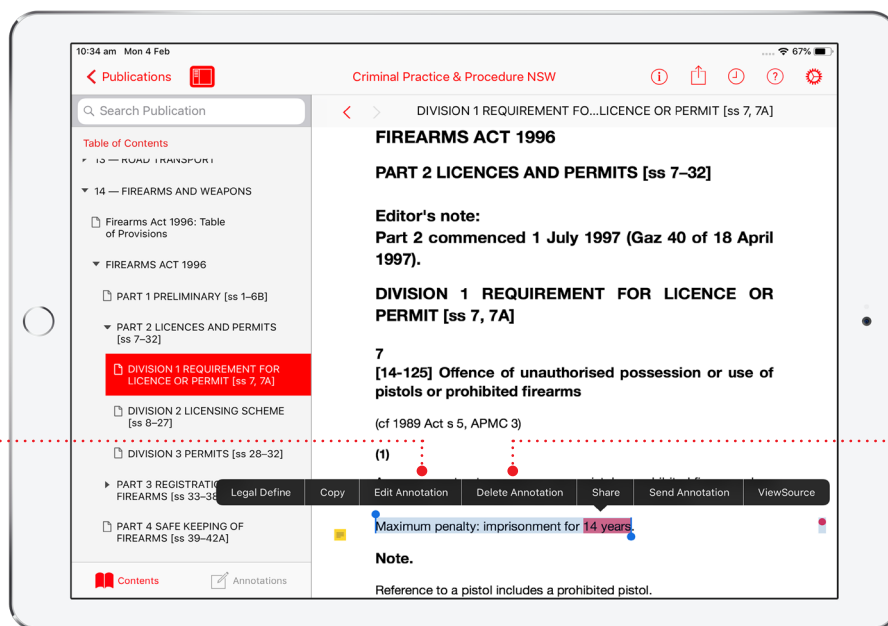
View recent history



Get more information on how to use the app

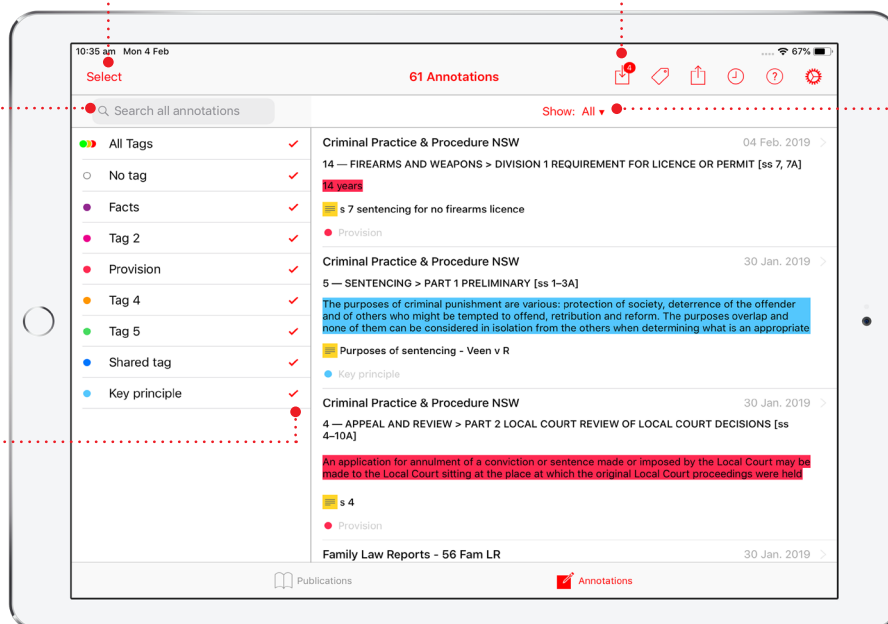


Settings



To highlight more:
Tap on a highlighted word and drag to cover the extra content you want to highlight. Tap **Edit Annotation**.

NOTE: Deleting a highlight will also delete any associated tagging or notes.



Select multiple annotations to delete, tag, print or share as PDFs.

Search across your annotations.

Select the tags you want to see.

Download received annotations.

Filter your annotations, including your **Received Annotations** and **Orphans** — notes removed by content updates.



Search



Customise tag names



Share and Print



View recent history



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