Signing in to Lexis Advance® Tax

ID & Password

IRS employees seeking LexisNexis® IDs must submit their request through the OL5081 system.

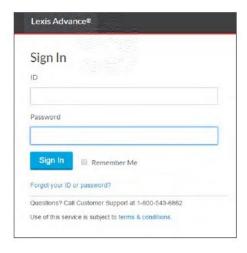
- In the Application Name field, type "LexisNexis" and click search
- When the results appear, select the application that applies to your specific organization

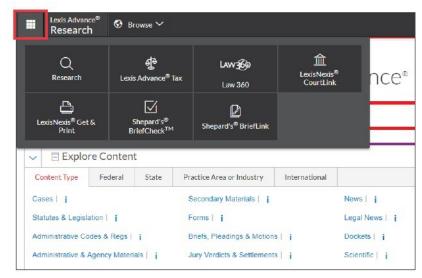
If you are a Criminal Investigations employee, please send an email to HotlineStaff@ci.irs.gov. To reset a Lexis Advance® Tax password that is missing or not working, contact LexisNexis Customer Support for IRS at (877) 810-5322

Web Address

Lexis Advance® Tax is accessible through the Lexis Advance® service. Open a web browser and go to lexisadvance.com. You will be prompted to enter your Lexis Advance® Tax ID and password. If this is the first time you are accessing Lexis Advance, you will go through an initial setup process, including choosing a new password and a security question. If you have questions at any time during this process, contact LexisNexis Customer Support for IRS at (877) 810-5322.

- You should be on the Lexis Advance Research page, as noted in the upper left of the screen.
- Click the to the left of the words Lexis Advance® Research and select Lexis Advance Tax from the options shown.





Toggling between Lexis Advance® and Lexis Advance® Tax

IRS users have access to both Lexis Advance Tax and Lexis Advance®. Lexis Advance is a comprehensive legal research platform whereas Lexis Advance Tax is specially designed for tax research.

- Look to the upper left of the screen to confirm whether you are in Lexis Advance Tax or Lexis Advance Research.
- If you need to switch tools, click the tile icon to the left of those words and choose your desired option from the products listed.

NOTE: These are separate tools. Favorites, and other customizations will not transfer from one tool to the other. However, History and Alerts will carry over from one tool to the other.

Setting Lexis Advance® Tax as Your Landing Page

You can change your settings from either Lexis Advance Research or Lexis Advance Tax:

- Click More in the upper right of the screen.
- Click settings. "General" should appear in red letters on the left.
- If "General" is blue, click the word "General" to select it.
- Below the words "Starting Product," choose "Lexis Advance® Tax" from the pull-down.
- · Scroll to the bottom of the page.
- · Click on Save Changes to Settings & Close.
- Click More, then Sign Out. Sign back in to Lexis Advance®.

Your changes should now be in effect.



