

# Using *Shepard's*® BriefCheck™ on the Lexis® service



*Shepard's*® BriefCheck™ allows you to check citations and quotations in briefs, memoranda and more, right from your Lexis® research session. Here's how ...

- 1 Select *Shepard's*® BriefCheck™ from the selection grid icon on most Lexis screens.

- 2 Upload a document in doc, docx, rtf, txt, wpd or pdf format. A list of citations, separated by semicolons, can also be entered.

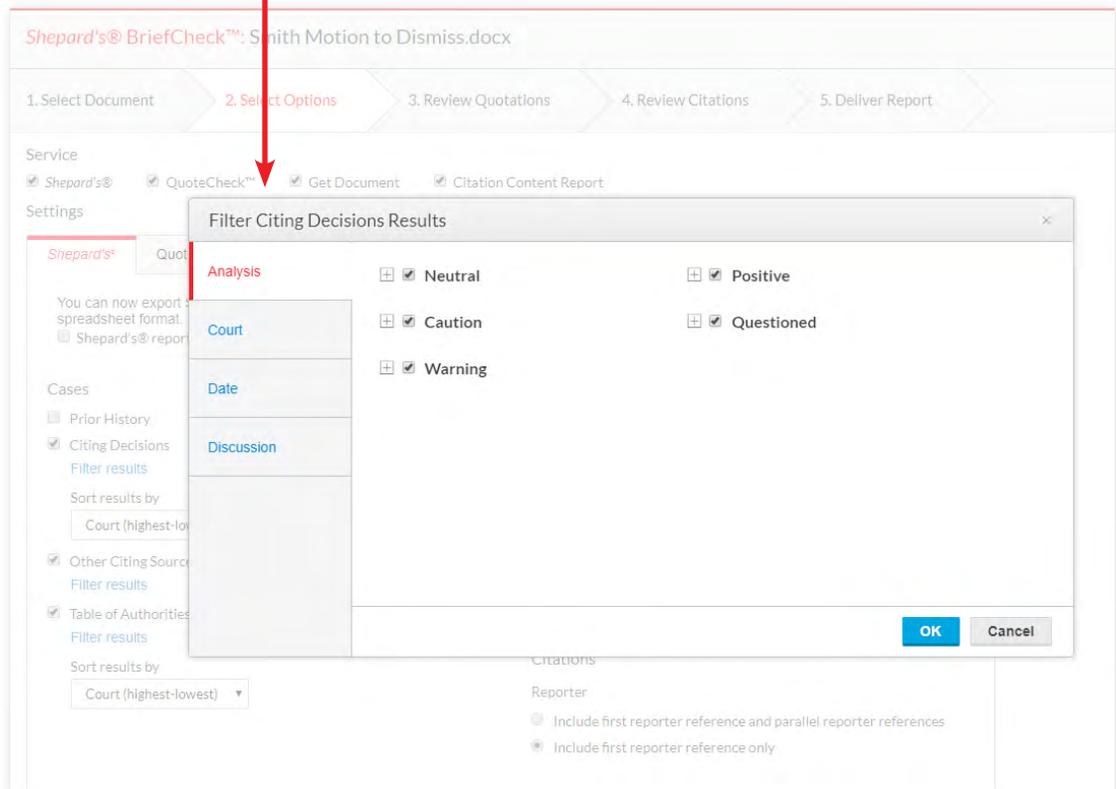
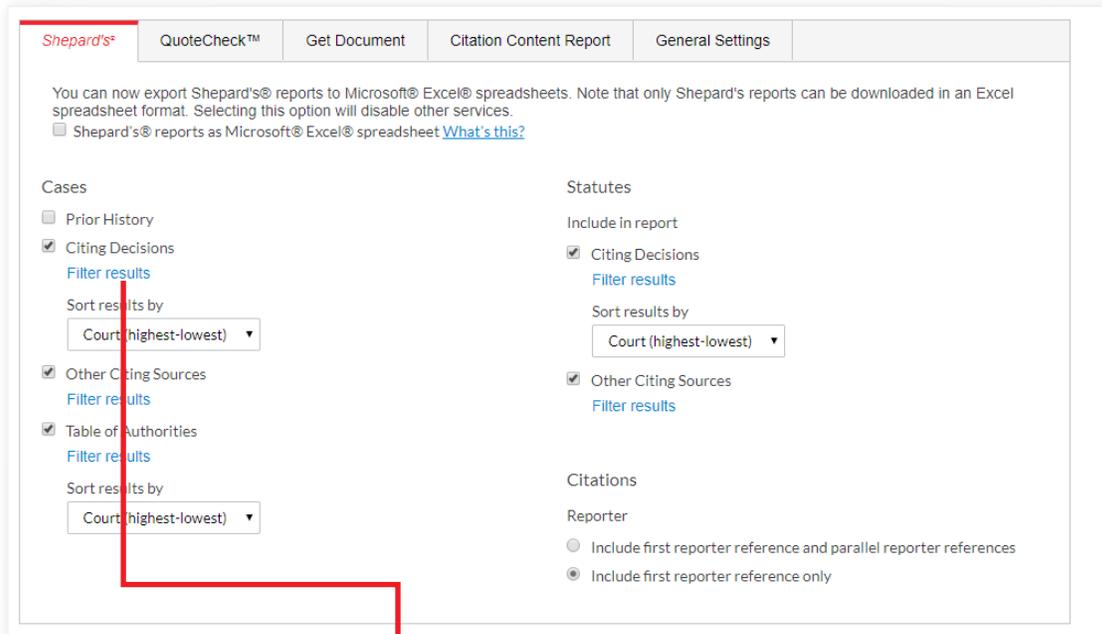
3 Under **Select Options**, select the **Service** options you would like for your BriefCheck™ report. The report can include:

- **Shepard's®** reports for each or selected citations
- **QuoteCheck™** reports for each or selected citations
- **Get Document** (retrieve full-text documents) for each or selected citations
- A **Citation Content Report** for each of your case law citations (case name, parallel citations, jurisdiction, court and date) against the same information in *Shepard's*

Each Service tab includes options for customizing your report. Up to 600 reports can be generated.

The screenshot shows the Lexis BriefCheck™ interface for the document "Smith Motion to Dismiss.docx". The process is in the "2. Select Options" step. Under the "Service" section, four options are checked: Shepard's®, QuoteCheck™, Get Document, and Citation Content Report. A red arrow points to the Shepard's® checkbox. The "Settings" section has five tabs: Shepard's®, QuoteCheck™, Get Document, Citation Content Report, and General Settings. The Shepard's® tab is selected and highlighted with a red box. Below the tabs, there is a note about exporting Shepard's® reports to Microsoft Excel spreadsheets. The "Cases" and "Statutes" sections have checkboxes for "Prior History", "Citing Decisions", "Other Citing Sources", and "Table of Authorities". Each section also has a "Sort results by" dropdown menu set to "Court (highest-lowest)". The "Citations" section has a "Reporter" dropdown menu with two options: "Include first reporter reference and parallel reporter references" (unselected) and "Include first reporter reference only" (selected). At the bottom, there are "Previous", "Next", and "Cancel" buttons.

- 4 Select Options: The *Shepard's*® tab is the first Service tab displayed. You can select various options to be included in your *Shepard's* report. You can even export your *Shepard's* reports into a Microsoft® Excel® spreadsheet format that can be easily formatted, searched and manipulated.



If you choose to **Filter results** for **Citing Decisions**, you have the options to filter by analysis treatment phrase, court, decision date and more.

- 5 Select Options: If you are checking quotations with the **QuoteCheck™ service tab**, you may specify the context around your quotes.

The screenshot shows the Lexis BriefCheck interface for the document "Shepard's® BriefCheck™: Smith Motion to Dismiss.docx". The progress bar indicates the user is in step 2, "Select Options". Under the "Service" section, "QuoteCheck™" is selected. The "Settings" section has tabs for "Shepard's®", "QuoteCheck™", "Get Document", "Citation Content Report", and "General Settings". The "QuoteCheck™" tab is active, showing options for "Context around quote" (None, Paragraph of the Quote, Specify number of paragraphs above and below the Quote) and "Ignore quotes less than" (2 words). A red arrow points to the "Context around quote" section.

- 6 Select Options: For **Get Document** full-text document retrieval, both **Content-specific** and **Formatting Options** are available for your report. You can also choose to deliver each document as a separate file.

The screenshot shows the Lexis BriefCheck interface for the document "Shepard's® BriefCheck™: Smith Motion to Dismiss.docx". The progress bar indicates the user is in step 2, "Select Options". Under the "Service" section, "Get Document" is selected. The "Settings" section has tabs for "Shepard's®", "QuoteCheck™", "Get Document", "Citation Content Report", and "General Settings". The "Get Document" tab is active, showing a checkbox for "Select this checkbox to deliver each document as an individual file." and a section for "Content-specific Options | Formatting Options". A red arrow points to this section, which includes options for "Include" (Cases, Statutes & Legislation, Administrative Codes, Secondary Materials, Forms) and "Number of columns" (Single, Dual).

- 7 Select Options: There are no options for **Citation Content Reports**. You can elect to include or exclude the report.

The screenshot shows the Lexis BriefCheck interface for a document titled "Shepard's® BriefCheck™: Smith Motion to Dismiss.docx". The process flow includes: 1. Select Document, 2. Select Options (highlighted), 3. Review Quotations, 4. Review Citations, and 5. Deliver Report. Under the "Service" section, the following options are checked: Shepard's®, QuoteCheck™, Get Document, and Citation Content Report. The "Settings" section has a tabbed interface with "Citation Content Report" selected. Below the tabs, a text box explains: "The BriefCheck™ citation content checking service validates each of your case law citations (case name, parallel citations, jurisdiction, court and date) against the same information in Shepard's. It does not check formatting of the citations against a particular style manual." A separate box contains a tip: "Did you know you can format citations according to *The Bluebook*®, California and New York Style manuals from within your Microsoft® Word document draft? [Click here](#) to learn more."

- 8 Select Options: In the **General Settings** tab, various content types can be included or excluded.

The screenshot shows the Lexis BriefCheck interface for the same document. The "General Settings" tab is selected in the "Settings" section. The "Service" options remain checked. The "General Settings" tab contains a section titled "[Include following content types]" with a list of content types, each with a checked checkbox: Administrative Codes, Administrative Materials, Cases, Constitutions, Court Rules, Jurisprudence, Law Reviews and Journals, Model Acts and Uniform Laws, Municipal Codes, Practice Guides, Public Laws, Registers, Regulations, Restatements, SEC Filings, Statutory Codes, Treatises, and All Other Content Types. At the bottom of the interface, there are three buttons: "Previous", "Next" (highlighted in blue), and "Cancel".

When you've completed selecting options—service options as well as general options—click **Next**.

- 9 The **Review Quotations** screen shows you how many quotations have been identified overall and how many quotations are not attached to a citation. To attach a citation to a highlighted quotation, select the down arrow next to the appropriate citation. When you're done reviewing quotations, select **Next**.

Shepard's® BriefCheck™: Smith Motion to Dismiss.docx

1. Select Document → 2. Select Options → 3. Review Quotations → 4. Review Citations → 5. Deliver Report

Quotations(7)

Select citation to attach the selected quote

Quotations ▾

Smith Motion to Dismiss

HN2 LEdHN[2] [2] Under the Due Process Clause of the Fourteenth Amendment, no State shall **deprive any person of life, liberty, or property, without due process of law.** The fundamental liberties protected by this Clause include most of the rights enumerated in the Bill of Rights. See *Duncan v. Louisiana*, 391 U.S. 145, 147-149 ▾, 88 S. Ct. 1444, 20 L. Ed. 2d 491 (1968). In addition these liberties extend to certain personal choices central to intimate choices that define personal identity and beliefs. See, e.g., [Attach selected quote to this citation](#) ▾, 453 ▾, 92 S. Ct. 1029, 31 L. Ed. 2d 349 (1972); *Griswold v. Connecticut*, 381 U.S. 479, 484-486 ▾, 85 S. Ct. 1060, 14 L. Ed. 2d 683 (1969).

HN3 LEdHN[3] [3] The identification and protection of fundamental rights is an enduring part of the judicial duty to interpret the Constitution. That responsibility, however, "has not been reduced to any formula." *Poe v. Ullman*, 367 U.S. 497, 542 ▾, 81 S. Ct. 1752, 6 L. Ed. 2d 989 (1961) (Harlan, J., dissenting). Rather, it requires courts to exercise ["\*624] reasoned judgment in identifying interests of the person so fundamental that the State must accord them its respect. See ["\*25] *ibid*. That process is guided by many of the same considerations relevant to analysis of other constitutional provisions that set forth broad principles rather than specific requirements. History and tradition guide and discipline this inquiry but do not set its outer boundaries. See *Lawrence*, supra, at 572, 123 S. Ct. 2472 ▾, 156 L. Ed. 2d 508. That method respects our history and learns from it without allowing the past alone to rule the present.

HN4 LEdHN[4] [4] The nature of injustice is that we may not always see it in our own times. The generations that wrote and ratified the Bill of Rights and the Fourteenth Amendment did not presume to know the extent of freedom in all of its dimensions, and so they entrusted to future generations a charter protecting the right of all persons to enjoy liberty as we learn its meaning. When new insight reveals discord between the Constitution's central protections and a received legal stricture, a claim to liberty must be addressed.

Applying these established tenets, the Court has long held HN5LEdHN[5] [5] the right to marry is protected by the Constitution. In *Loving v. Virginia*, 388 U.S. 1, 12 ▾, 87 S. Ct. 1817, 18 L. Ed. 2d 1010 (1967), which invalidated bans on interracial unions, a unanimous Court held marriage is "one of the vital personal rights essential to the orderly pursuit of happiness by free men." The Court reaffirmed ["\*26] that holding in *Zablocki v. Redhail*, 434 U.S. 374,

- 10 The **Review Citations** screen reviews the citations extracted so you can decide whether or not to exclude reports for selected citations. When you're done reviewing citations, click **Next**.

Lexis Client: None History Help More

Shepard's® BriefCheck™: Smith Motion to Dismiss.docx

1. Select Document → 2. Select Options → 3. Review Quotations → 4. Review Citations → 5. Deliver Report

Citations(29)

Citation Content Report: Requested

Valid Citation Duplicate Citation

Valid Citation(29) Please note: You can request up to 600 reports within the Shepard's® BriefCheck™ report. Reports currently selected: 65

Validity	Citation	Name	Page	Content Type	Shepard's Signal™	Shepardize® All	QuoteCheck™ All	Get Document All	Delete
✓	391 U.S. 145, 147-149	Louisiana	1	Cases	▲	☑	☑ 1 quotes	☑	☐
📄	405 U.S. 438, 453	Baird	1	Cases	▲	☑	0 quotes	☑	☐
📄	381 U.S. 479, 484-486	Connecticut	1	Cases	▲	☑	0 quotes	☑	☐
📄	367 U.S. 497, 542	Ullman	1	Cases	Q	☑	☑ 1 quotes	☑	☐
📄	123 S. Ct. 2472		1	Cases	▲	☑	0 quotes	☑	☐
📄	388 U.S. 1, 12	Virginia	1	Cases	▲	☑	☑ 1 quotes	☑	☐
📄	434 U.S. 374, 384	Redhail	1	Cases	▲	☑	0 quotes	☑	☐
📄	482 U.S. 78, 95	Safley	1	Cases	●	☑	0 quotes	☑	☐
✓	519 U.S. 102, 116	S. L. J.	1	Cases	▲	☑	0 quotes	☑	☐
✓	414 U.S. 632, 639-640	LaFleur	1	Cases	Q	☑	0 quotes	☑	☐
📄	85 S. Ct. 1678		1	Cases	▲	☑	0 quotes	☑	☐
✓	316 U.S. 535, 541	Oklahoma ex rel. Williamson	1	Cases	▲	☑	0 quotes	☑	☐

- 11 Four delivery options are available for reports: **Print, Download, Email** or **Add to folder**.

Shepard's® BriefCheck™: Smith Motion to Dismiss.docx

1. Select Document 2. Select Options 3. Review Quotations 4. Review Citations 5. Deliver Report

Print  Download  Email  Add to folder

Print Download Email Add to folder Report Formatting Options

Document type  
Portable Document Format (PDF)

Compress files in .ZIP format

Document name 100 character limit  
BriefCheckReport\_Smith Motion to Dismiss.docx

Previous Create Report Cancel

When you are finished with your options selections and quotations/citations checking, click **Create Report**.

Questions? Contact your LexisNexis® account representative.

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