

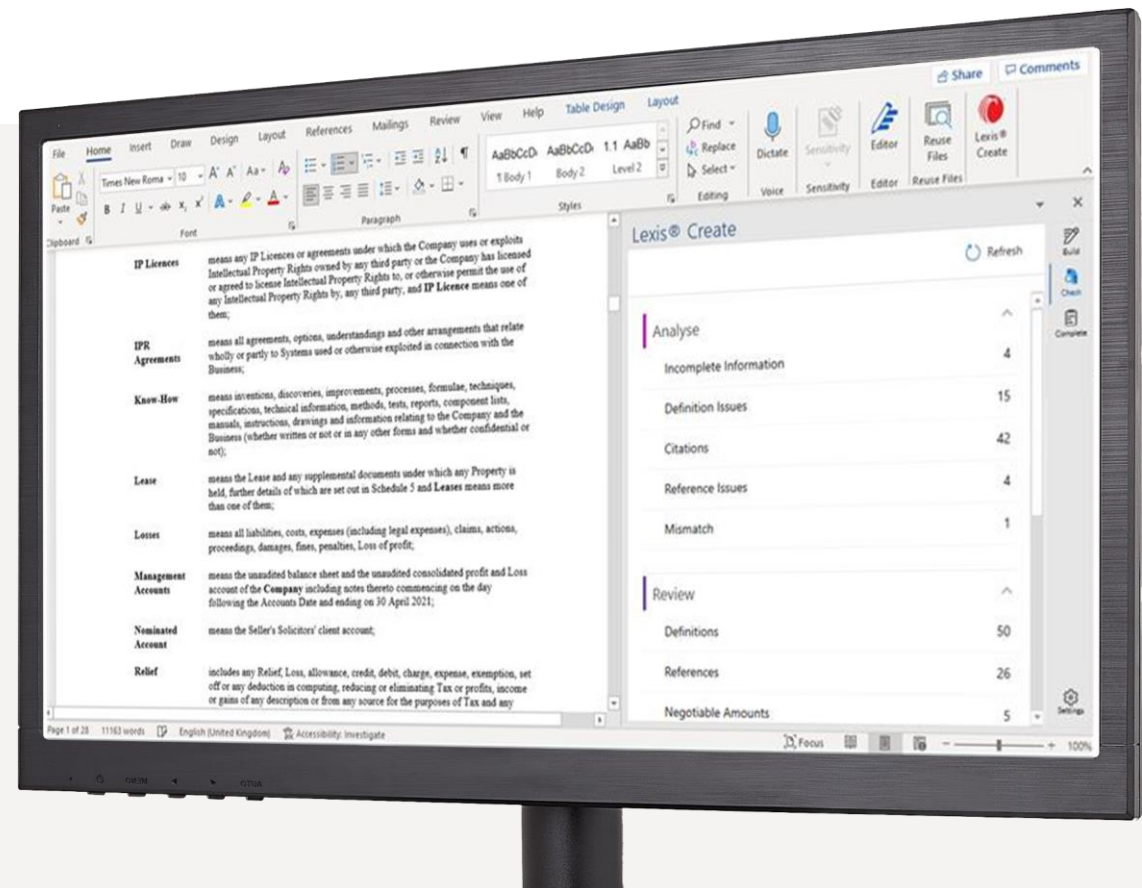
What is Lexis® Create?

Create the perfect legal document every time.

Lexis Create is a tool within the Microsoft environment that pulls together all the legal content, tools and calculators you need to create brilliant legal documents the first time.

Why use Lexis Create?

- Easily find and reuse work or clauses you and your colleagues have already written.
- Legal contracts include language biases? Check for inclusive language and change it directly in the document.
- Detect inconsistencies in definitions, numbering and formatting.
- Is this a leap year? Is it gross or net? The built-in calculators will check your dates and numbers.
- Save or share documents safe in the knowledge that you won't display personal or confidential information with the redaction tool.
- Connect to DocuSign to instantly finalise your document.



		Name	What does it do?
BUILD		Calculators	*Access in-built calculators to improve efficiency.
		Content Snippets	Create, store, and share reusable Snippets to users and approvers.
		Lexis Practical Guidance	*Save time by accessing your Lexis Practical Guidance content. Insert whole or part precedents into your document.
CHECK	ANALYSE	Incomplete Information	Identifies bracketed text, bulleted text, missing information, highlighted text and other placeholders.
		Definition Issues	Finds definitions in your document which are defined but not used, used before defined, duplicated, not in alphabetical order, and not capitalised.
		Citations	Identifies Cases and Legislation in the document. Automatically checks their status against the Lexis Advance database.
		Cross-Reference Issues	Checks for references which are not found in your document or are incorrect.
		Mismatch	Identifies mismatches between numbers, days of the weeks and dates.
	REVIEW	Definitions	Highlights defined terms and definitions in your document. Easily view definitions as you work through defined terms in your document.
		Cross References	Shows references in your document with a convenient split screen.
		Negotiable Amounts	Highlights negotiable amounts to check in your document.
		Identifiable Information	Flags identifiable information to be checked in your document, including names, telephone numbers, addresses, and company information.
		Dates and Times	Finds dates and times in your document.
	REFINE	Inclusive Language	Flags non-gender-inclusive language.
		Formatting	Highlights incorrect spacing, pairing, and duplicate text.
		Numbering	Shows numbering issues in your document.
		Recognised Terms	Highlights recognised terms including departments and agencies, languages, policies and standards, and units in your document.
COMPLETE	Redact	Redact confidential words, phrases, or identifiable information.	
	Report	Generate reports on selected text in your document.	
	Final Check	Quickly view your organisation's chosen Final Checks.	
	Finalise	Remove Lexis Create navigation bookmarks.	
	DocuSign	Securely send, sign, and track important documents using DocuSign integration.	
ADMIN CENTRE		A single point to manage your company's experience with Lexis Create, including approving and editing snippets, viewing your account users, managing Final Checks - and much more!	
iMANAGE INTEGRATION		*Lexis Create can integrate with iManage, to allow easy access to selected shared libraries.	

Contact the LexisNexis Helpdesk for assistance, search advice or technical issues.
 Call: **0800 800 986** (between 8am to 5pm) Monday-Friday
 Email: customersupport@lexisnexis.co.nz

For more information about Lexis® Create, visit our website www.lexisnexis.co.nz/lexiscreate

***Coming in 2022**

The information in this document is current as of November 2021 and is subject to change without notice.

