

## Lexis Advance®—designed to transform the way you conduct legal research

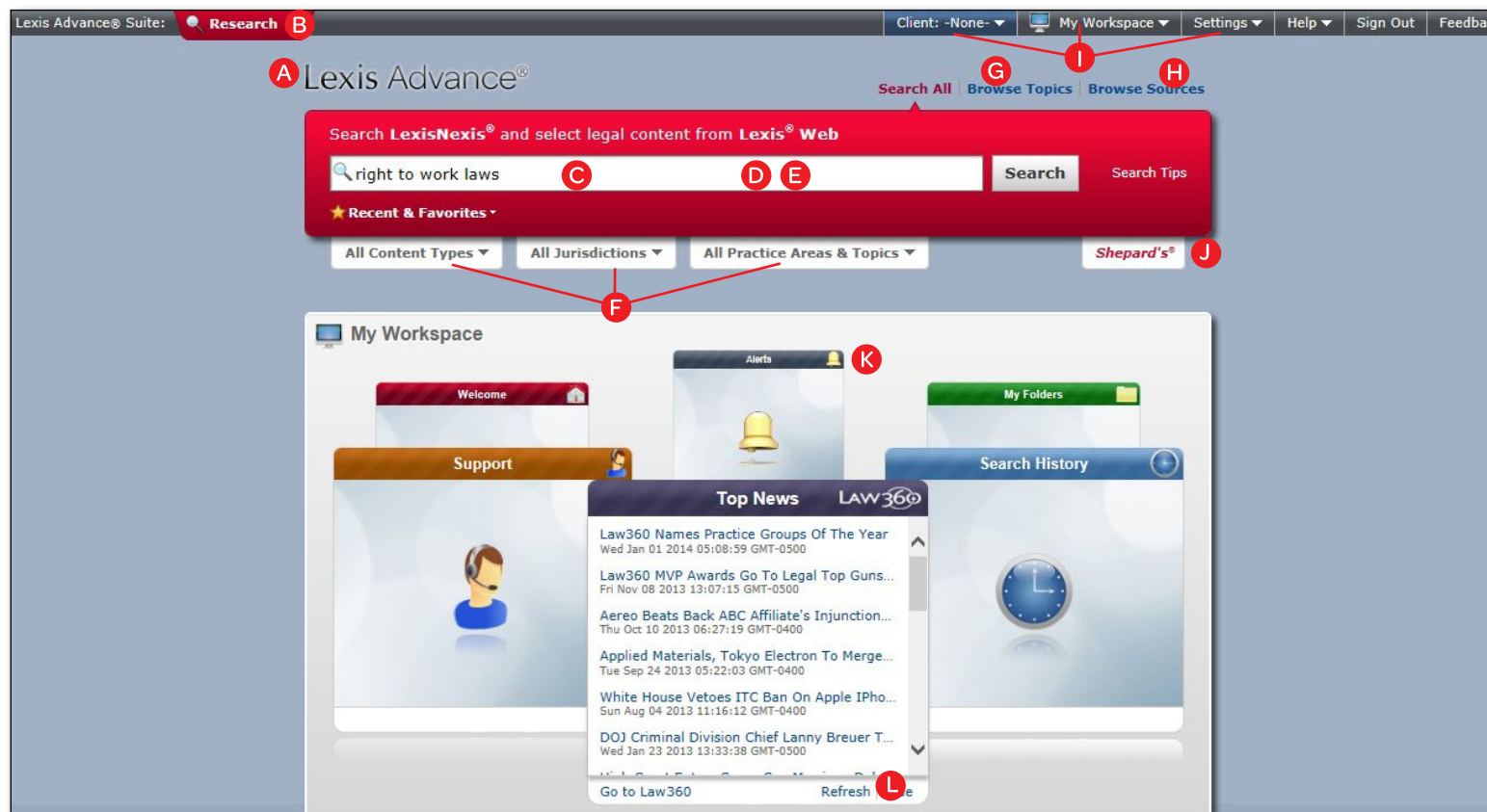
Lexis Advance® Quick Reference shows you where to find—and how to use—Lexis Advance features common to your research sessions. Keep this guide handy for reference.



### Download more Lexis Advance literature, helpful videos, Webinars and more ...

The [Lexis Advance Support Site](#) offers all of this and more. Find quick tips for getting the most value from Lexis Advance, and learn about upcoming Webinars and Lexis Advance enhancements.

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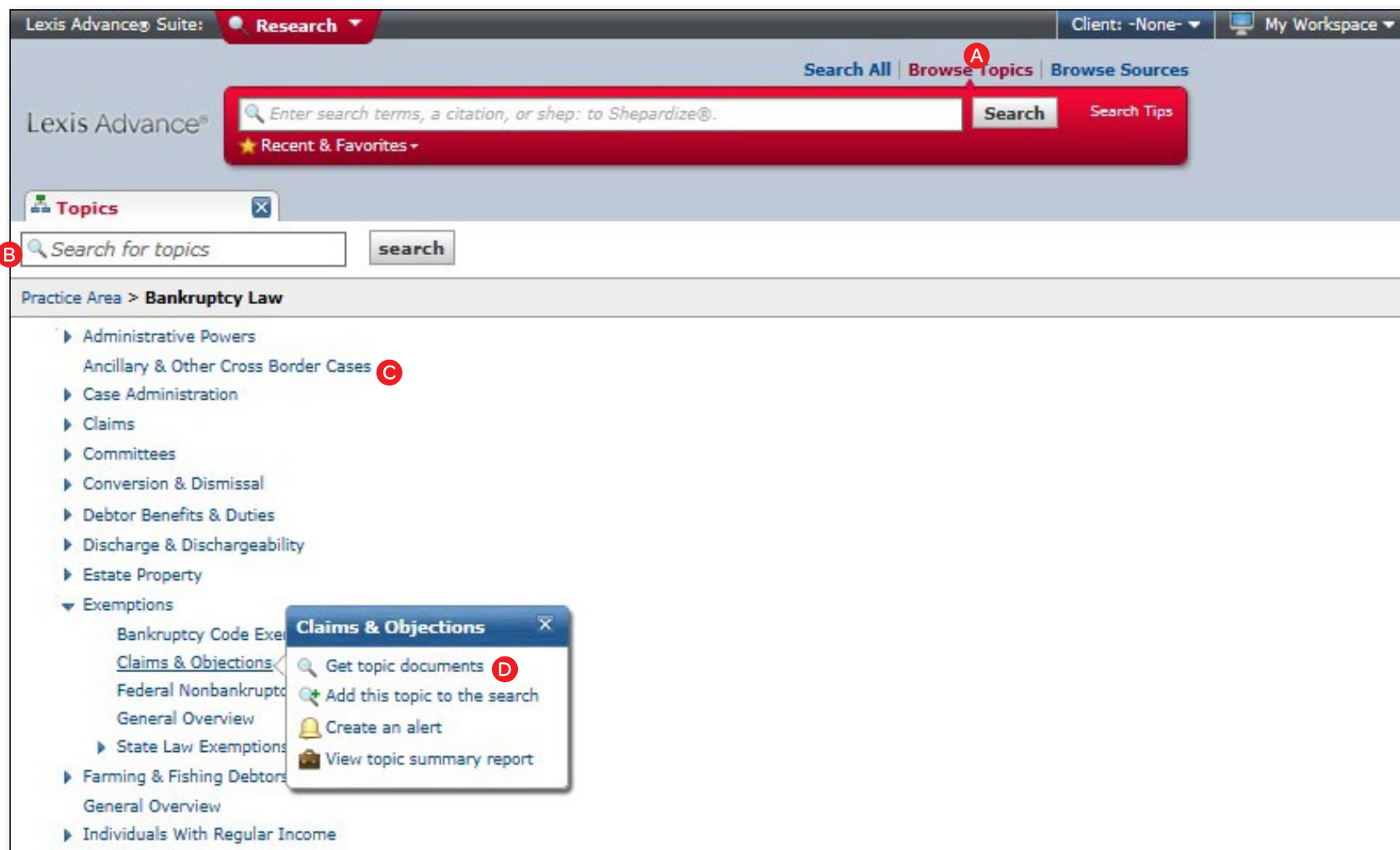


- A** Return to this home page. Click the **Lexis Advance** logo on any screen page.
- B** Find more products such as LexisNexis® Verdict & Settlement Analyzer or LexisNexis® Profile Suite.
- C** Enter your search words—no search commands or source selection needed. (A Word Wheel gives you suggestions as you type.) Then click **Search**.
- D** You can search specific sources—Enter a partial source title and the word wheel gives you options. Repeat to add more sources to your search. Sources and combinations are saved under [Recent & Favorites](#).
- E** Enter a citation or popular statute name to retrieve the full-text document as well as search results for that citation.
- F** Filter your search by content, jurisdiction, and/or practice area or topic. Or search broadly here, then filter your results from the results page.
- G** Browse or search legal topics. Click [Browse Topics](#). Drill down through the legal topic hierarchy or search for topics.
- H** Browse sources allows you to [find specific sources](#) and to search as well as save them as favorites.
- I** Navigate from most Lexis Advance screens. Click **My Workspace** to move to Work Folders, Research History, Alerts or Online Notifications (Alert updates, etc.). Use **Client** to change/edit client matter IDs and **Settings** to alter your search preferences.
- J** Request a **Shepard's®** report. Enter your citation in the red search box and click this **Shepard's** tab.
- K** Get fast access to what you're working on. Just click a My Workspace carousel panel. Move to vital work—your Alerts, your recent searches, your Work Folders—as well as helpful resources like Customer Support information.
- L** View current **Law360®** legal news! Click a link and move to a Law360 window.

The screenshot shows the Lexis Advance Suite interface. At the top, there's a navigation bar with 'Research' and 'Client: -None-'. Below this, a search bar is labeled 'Enter search terms, a citation, or shep: to Shepardize®'. To the right of the search bar are links for 'Search All', 'Browse Topics', and 'Browse Sources' (highlighted with a red circle A). Below the search bar is a 'Recent & Favorites' section (highlighted with a red circle F). On the left, a 'Sources' sidebar (highlighted with a red circle B) shows a search for 'wall street journal'. It includes filters for 'Content Type' (highlighted with a red circle C) and 'Jurisdiction'. The main results area (highlighted with a red circle D) shows 13 results for 'wall street journal'. A context menu is open over the 'Wall Street Journal' link, showing options to 'View all information for this source' and 'Add this source to the search' (highlighted with a red circle E).

Please note: If you know the source name (or partial name), enter it in the red search box. Select your source from the Word Wheel suggestions. Repeat to add more sources to your search.

- A Search for specific sources** or browse through available Lexis Advance sources. Click **Browse Sources** above the red search box.
- B Enter a title or partial title.** A source wheel suggests sources as you type.
- C Filter sources** by content type and jurisdiction, practice area/topic, publisher—even sources in and out of your subscription. For example, select California, then News.
- D Refine sources alphabetically.** Use this bar first to select a letter. Then add content and jurisdiction filters.
- E Click a source link** and you can:
  - View source details such as coverage dates
  - Add the source to your search
- F Return to recently used sources, source combinations, legal topics and filters.** Click the **Recent & Favorites** link and select items to add to your search. Click the star next to an item to make it a favorite.



- A** Open the Lexis Advance legal topic hierarchy. Click **Browse Topics**.
- B** Search for specific topics. Enter your search words and click **search**.
- C** Or browse levels of the legal topic hierarchy. Click a Practice Area link. Select a topic or click the arrows to open additional levels.

- D** Use your topic in your research! Once you choose a topic, you can:
- Add it to a search (and add your own words to supplement the search).
  - Create an Alert on the topic.
  - Return later. Your topic is saved in **Recent & Favorites**.
  - View Lexis Advance documents on this topic, i.e., relevant cases, legislation, news, dockets, etc.
  - Some topics give you access to Topic Summary Reports, that offer seminal cases and statutes, secondary sources, details on burden of proof, etc.



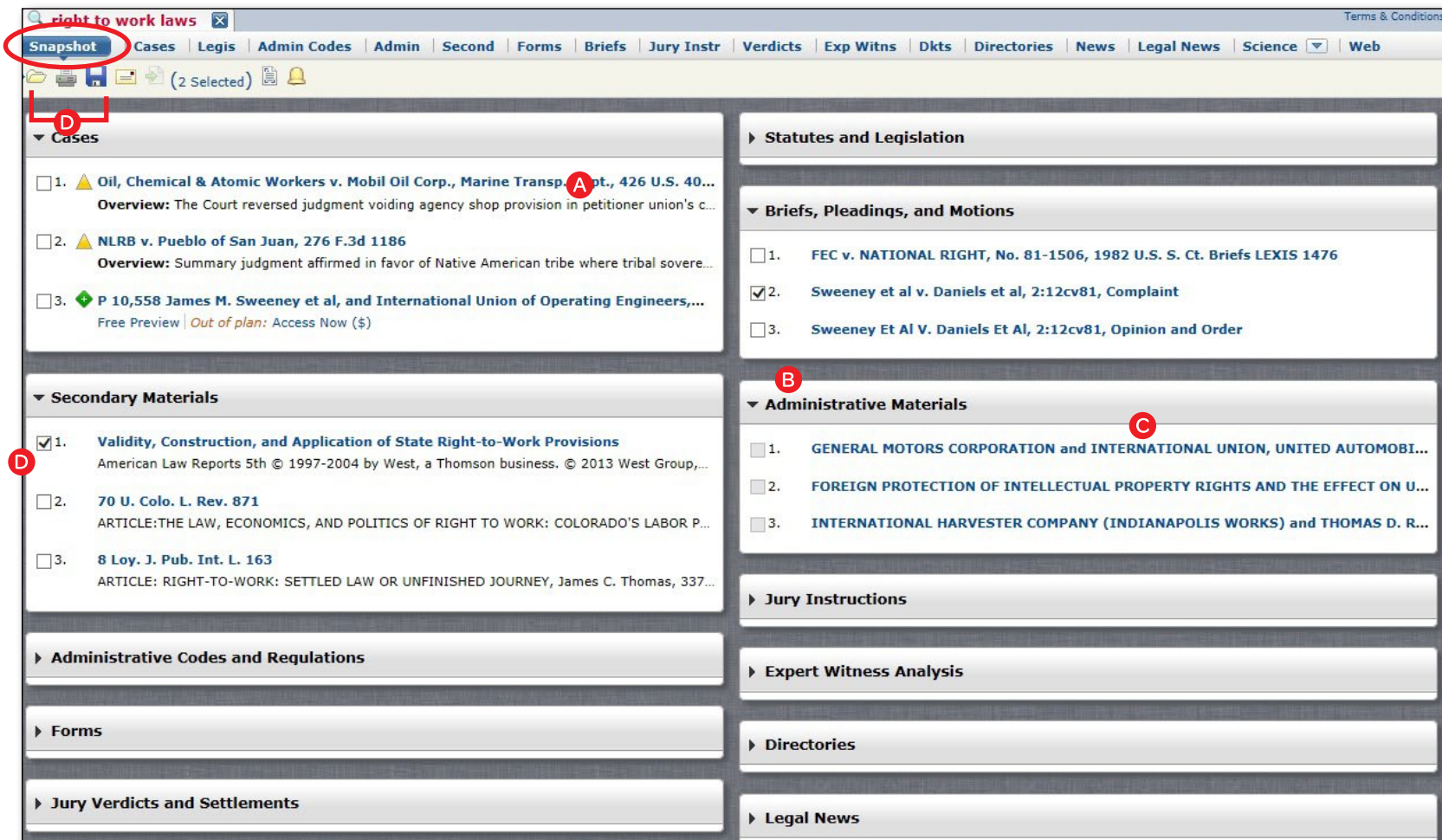
- A View top results first!** Top relevant results are displayed for you separately. To view all retrieved documents, click **Expanded Results**.
- B See the top three results** for each content type. Click the **Snapshot view** subtab.
- C Filter results.** Further narrow your search results fast. Filters vary by source type, e.g., cases can be filtered by date, attorney/law firm, judge, etc. Select and remove multiple filters. Save favorite filter combinations.
- D Search within results.** Refine your results by adding search words not covered in the post-filter options. (This is a terms and connectors search.)
- E Save to a Work Folder.** Check the box next to the document title and click the Work Folder icon. Select a [Work Folder](#) and click **OK**.
- F Print, download or email\*** without opening documents. Check the box next to document titles and click the appropriate icon.

- G Create a printable page** of your results.
- H Set up an Alert** for your search.
- I Navigate among research tasks.** Go back to tasks you've opened—documents, searches, *Shepard's* reports, research history, etc. Done with a task? Close its tab.
- J Sort documents.** Default is by relevance. Use this pull-down box to re-sort by date, jurisdiction, etc. Or click the column headers to sort.
- K Keep track of documents viewed.** The binoculars icon marks documents you viewed over the last 30 days. Hover on the icon to see the last review date.
- L Determine relevance.** See your search terms highlighted and in context to help you determine which documents are on point.

\*According to the terms and conditions of your LexisNexis® subscription.

## VIEWING THE THREE MOST RELEVANT SEARCH RESULTS (SNAPSHOT VIEW)

View the three most relevant documents retrieved in your search—from all content types in one screen. The Snapshot View saves you even more time when you deliver documents for delivery to Work Folders or to share with colleagues via email, print, etc.\*



**A** View the top three results by relevance. In the **Snapshot View**, the first four content types display automatically.

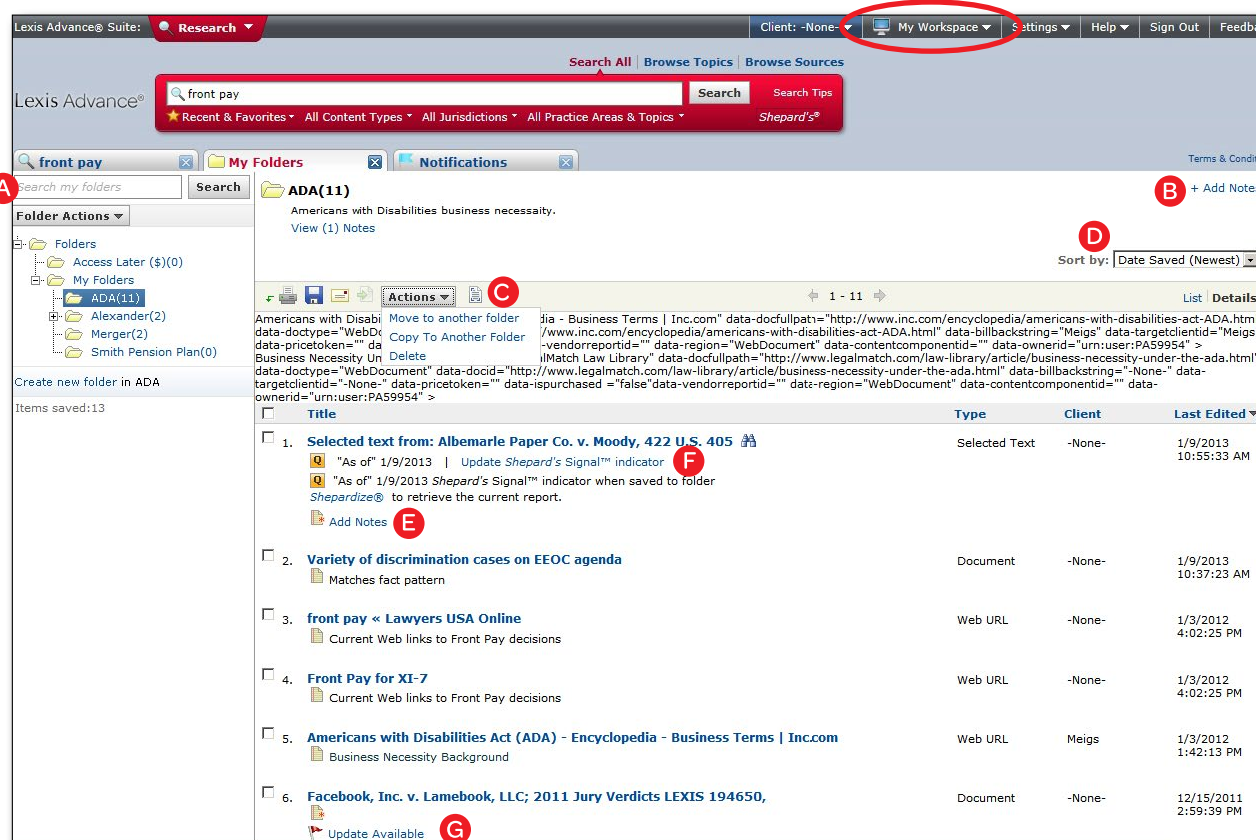
**B** Click a **content type** to view the top three results for that content type. Click the down arrow next to the content type to close the view.

**C** Click a **document link** to move to the full-text document.

**D** Deliver documents\* **across content types!** It's fast. Check the boxes of the documents you want and click the **print**, **email** or **download** icons.

\*According to the terms and conditions of your LexisNexis subscription.

To open Work Folders, use the green My Folder panel in My Workspace. Or Click **My Workspace** and **My Folders**. **Save more than full-text documents.** Copy and save selected document text, search results lists, searches from Research History, Web links, Topic Summary Reports, etc., as well as Research Maps and PDFs from other LexisNexis products like LexisNexis Verdict & Settlement Analyzer. **Subscription documents stay in Work Folders** until you remove them.



- A Move, copy or delete folders.** Click **Folder Actions**. Also **download** the folder, **rename** it or update all **Shepard's Signal™** indicators.
- B Add folder notes.** Click and add up to 4,000 characters. You can hide or view these notes.
- C Move, copy or delete folder documents.** Check the box next to the document and click **Actions**.
- D Organize folder documents.** Re-sort by newest documents, clients, relevance and more.

- E Annotate saved items.** Click **Add Notes** and add reminders, important findings, etc.

**Or, annotate and highlight before you save!** As you review full-text documents, highlight text. **Options for Selected Text** include adding an annotation to the document or highlighting it. Include link to full-text cases page.

- F Ensure documents are good law.** See immediately when a document was checked via **Shepard's**. Update if needed.
- G Get notified of updates.** Documents you store in Work Folders are flagged when updates are available so you can retrieve them.



When you view a full-text case, you also have quick access to other vital case materials available through Lexis Advance, e.g., topic summary reports.

The screenshot shows the Lexis Advance interface for viewing a full-text case document. The case is **NLRB v. Pueblo of San Juan, 276 F.3d 1186**. The interface includes a search bar at the top, a navigation pane on the left, and a main content area with the case text. Red letters A through J are placed over various features to indicate their functions:

- A**: Save the document to a Work Folder.
- B**: Change pagination. Select a reporter from the reporter pull-down box.
- C**: Move to a specific reporter page. Enter the number, e.g., 408, and click the arrow.
- D**: Navigate among search terms. Select a search term and click the arrows.
- E**: Move to a specific document segment, e.g., headnotes. Select from the pull-down box. Also find **Top of Document** for quick return.
- F**: **Shepardize®** the case.
- G**: Link to full-text documents cited. Just click the link. If you select a pinpoint citelink, the pinpoint page will display.
- H**: Copy the full-case citation for use in your work. You can include parallel citations, select the standard citation format or *California Style Manual*, and add a link back to the full-text case.
- I**: Come up to speed on the legal topics. Find **seminal cases and statutes**, secondary sources and details on burden of proof, review standards and more, for legal topics covered. Also find **Topic Summary** briefcase icons in your case's LexisNexis® headnotes.
- J**: Check the **Legal Issue Trail™**. Find cases that cite to your case as well as cases cited by this case—for a specific legal issue or point of law. Click **Activate Passages**. Select the highlighted case passage that represents your issue. **Legal Issue Trail** opens in a new window.

**A** Save the document to a Work Folder.

**B** Change pagination. Select a reporter from the reporter pull-down box.

**C** Move to a specific reporter page. Enter the number, e.g., 408, and click the arrow.

**D** Navigate among search terms. Select a search term and click the arrows.

**E** Move to a specific document segment, e.g., headnotes. Select from the pull-down box. Also find **Top of Document** for quick return.

**F** **Shepardize®** the case.

**G** Link to full-text documents cited. Just click the link. If you select a pinpoint citelink, the pinpoint page will display.

**H** Copy the full-case citation for use in your work. You can include parallel citations, select the standard citation format or *California Style Manual*, and add a link back to the full-text case.

**I** Come up to speed on the legal topics. Find **seminal cases and statutes**, secondary sources and details on burden of proof, review standards and more, for legal topics covered. Also find **Topic Summary** briefcase icons in your case's LexisNexis® headnotes.

**J** Check the **Legal Issue Trail™**. Find cases that cite to your case as well as cases cited by this case—for a specific legal issue or point of law. Click **Activate Passages**. Select the highlighted case passage that represents your issue. **Legal Issue Trail** opens in a new window.



ent argued the cause for respondents. With him on the brief was James W. Archer.

ll and Thomas E. Harris filed a brief for the American Federation of Labor and Industrial Organizations, as amicus curiae, urging reversal.

eral Rankin, at  
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ren, Black, Fra

FRANKFURTER

JUSTICE FRANK

before us for th

ng unions and respondents, co-partners in the busine

California. Respondents began an action in the Super

**John Marshall Harlan** Tips

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**Court:**  
US Appeals Ct., 2nd Circuit; US Tax Ct.; US Supreme Ct.

**State:**  
U.S. Federal

[Search for John Marshall Harlan \(judge\)](#)

and administration. Thus, judicial concern has necessarily focused on the nature of the activities which the States have sought to regulate, rather than on the method of regulation adopted. HN2 When the exercise of state power over a particular area of activity threatened interference with the clearly indicated policy of industrial relations, it has been judicially necessary to preclude the States from acting. 1 However, due regard for the presuppositions of our embracing federal system, including the principle of diffusion of power not as a matter of doctrinaire localism but as a promoter of democracy, has required us not to find withdrawal from the States of power to regulate where the activity regulated was a merely peripheral concern of the Labor Management Relations Act. See International [244] Assn. of Machinists v. Gonzales, 356 U.S. 617. Or where the regulate in local feeling and responsibility that, in the abs could not infer that Congress had deprived the S

LEdHN[9] [9] HN3 When it is clear or may fai State purports to regulate are protected by § 7 constitute an unfair labor practice under § 8, due that state jurisdiction must yield. To leave the S the central aim of federal regulation involves too asserted by Congress and requirements imposed by state law. Nor has it mattered whether the

Copy text to clipboard

Save clip to folder

Search using selected text

Create annotation

Highlight document

**K** **Get profiles** on judges, attorneys, expert witnesses and companies mentioned in your case. Click the underlined name. **You can also search across Lexis Advance for more information, such as the entity's other cases.**

**L** **Highlight—and use—vital text.** When you highlight text, an **Options for Selected Text** box displays. You can:

- Annotate and/or save the text to a Work Folder.
- Copy the text and paste into your work. Select the standard citation format or the *California Style Manual*. Even add a link to the full-text document.
- Search with the selected text.
- Highlight the text. You can highlight important passages throughout the document—using different colors—then save it to your Work Folder.

The screenshot displays the Lexis Advance® Suite interface for the Shepard's® Citations Service. The search results for "right to work laws" are shown, specifically for the case *NLRB v. Pueblo of San Juan*, 276 F.3d 1186, 2002 U.S. App. LEXIS 587, 169 L.R.R.M. (BNA) 2129, 145 Lab. Cas. (CCH) P11225 (10th Cir. N.M., 2002). The interface includes a search bar, navigation tabs (Appellate History, Citing Decisions, etc.), and a list of citing references. The left sidebar shows filters for Analysis (Caution, Positive, Neutral, Cited in Dissent, Explained by, "Cited by") and Court (Federal Courts, State Courts). The main results table lists citing references with columns for Analysis, Citing Decisions, Discussion, Court, and Date. The first reference is *Seneca Nation of Indians v. Paterson*, 2010 U.S. Dist. LEXIS 109525, followed by *Saginaw Chippewa Indian Tribe v. NLRB*, 838 F. Supp. 2d 598, 2011 U.S. Dist. LEXIS 147667, and *Little River Band of Ottawa Indians v. NLRB*, 747 F. Supp. 2d 872, 2010 U.S. Dist. LEXIS 98743.

- A Find appellate or subsequent history fast.** *Shepard's* reports are divided into four tabs: **Appellate History**, subsequent **Citing Decisions**, secondary sources and **Table of Authorities**. See the number of references in each up front.
- B Table of Authorities shows the cases** your case cited as well as the legal relevance and weight these cases currently have.
- C See treatment indicators up front!** *Shepard's Signal* indicators show subsequent treatment at a glance.
- D Get an overview of subsequent history fast.** In addition to the *Shepard's* Signal indicator, find a one-sentence description.

- E Review subsequent history by citing reference.** Get flag colors and short descriptions for each reference.
- F Determine how in-depth the citing case** discusses the case you originally *Shepardized*™. The **Depth of Discussion** bars show you quickly.
- G Filter citing references to get to vital cases faster.** Refine by specific editorial analyses, headnotes, jurisdictions, discussion level or time frame. Even search for specific words within your results.

Lexis Advance™ Suite: **Research** Client: -None- My Workspace Settings Help Sign Out Feedback

Search All Browse Topics Browse Sources

Lexis Advance™ right to work laws Search Search Tips

Recent & Favorites All Content Types All Jurisdictions All Practice Areas & Topics Shepard's®

Topics Sources right to work laws SAN DIEGO BLDG.... San Diego Bldg. Tr...

**A** Appellate History (9) Citing Decisions (3695) Citing Law Reviews, Treatises... (1960) Table of Authorities (24)

Shepard's®: **San Diego Bldg. Trades Council v. Garmon**, 359 U.S. 236, 79 S. Ct. 773, 3 L. Ed. 2d 775, 1959 U.S. LEXIS 1819, 1959 Am. Lab. Cas. 485, 11 Ct. Dec. Relating N.L.R.A. 217, 43 L.R.R.M. (BNA) 2838, 37 Lab. Cas. (CCH) P65367(U.S.,1959)

**B** List Map No subsequent appellate history. Prior history available.

**C** Legend Show

**D** Vacated by

San Diego Bldg. Trades Council v. Garmon, 353 U.S. 26 (1957) U.S.

Actions  
Open Document  
show in list

U.S. SUPREME COURT

FEDERAL INTERMEDIATE COURT OF APPEALS

FEDERAL TRIAL COURT

FEDERAL ADMINISTRATIVE AGENCY

STATE HIGH COURT

Superseded by

On remand at

Supplemental opini...

Overruled in part...

Motion denied by Rehearing denied by Vacated by

Reversed by

**A** View the history list. Click the **Appellate History** subtab. The List is the default view.

**B** View the history in a graphical map. Click the **Appellate History** subtab, then click **Map**. (Map view is shown.)

**C** See what each map icon means. Click **Legend**. For example, the star labels the citation you *Shepardized*.

**D** Review vital cases in the Appellate History. Click a map icon. Then you can go to the full-text document or the reference in the List view.

**Citing References Grid**—Rarely are cases overruled totally. Points of law within cases may continue to be cited across many jurisdictions. This grid shows you that quickly and effectively.

The screenshot shows the Lexis Advance interface with the search results for "right to work laws". The "Citing Decisions" subtab is selected, displaying a grid of citing decisions. The grid is organized by court and jurisdiction, with rows representing different types of decisions (Warning, Questioned, Caution, Positive, Neutral, Cited By) and columns representing specific courts and jurisdictions. A red circle 'A' highlights the "Citing Decisions" subtab. A red circle 'B' highlights the "Grid" button. A red circle 'C' highlights a cell in the "Questioned" row, "4th Circuit" column. A red circle 'D' highlights the "Gold Bell" icon in the top left corner of the grid area.

**Citing Decisions: Analysis By Court**

	Supreme Court (130)	1st Circuit (137)	2nd Circuit (279)	3rd Circuit (171)	4th Circuit (103)	5th Circuit (109)	6th Circuit (222)	7th Circuit (257)	8th Circuit (132)	9th Circuit (292)	10th Circuit (62)	11th Circuit (80)	D.C. Circuit (49)	& Agency Dec. (93)	N.L.R.B. (126)	Rail Reorg. Ct. (1)	Gen. Decisions (481)	Alabama (16)	Alaska (9)	Arkansas (2)	Arizona (10)	California (179)	Colorado (16)
Warning (0)																							
Questioned (2)					1																		
Caution (177)	11	8	28	12	6	4	18	23	12	24	1	1	2	2	1		4					4	1
Positive (343)	7	23	35	17	10	18	29	21	25	27	10	9	8	1	4		27		1		1	1	1
Neutral (309)	37	7	12	10	12	3	10	11	3	15	4	3	4	5	68		24	4	1			18	1
Cited By (3112)	75	99	204	132	74	84	165	202	92	226	47	67	35	85	53	1	426	12	7	2	9	156	13

- A View the citing list.** Click the **Citing Decisions** subtab. List is the default view.
- B Get the big picture in a graphical grid!** Click **Grid**. (Grid view is shown.)

- C Go to vital references in one step.** Click a grid box and move to those cases in the List view.
- D Set an Alert for changes!** Click the **Gold Bell** icon and request negative analysis, any change or changes you choose.



View research history for the past 90 days. Searches, document views, *Shepard's* reports, document delivery, Web page views, topic summaries, etc., are recorded. You can view your research history in a List view or as a graphical research map. Get interrupted during research? Pick up where you left off quickly by going to your Research History. And go back to your Research History to save useful searches to your Work Folders.

Lexis Advance® Suite: **Research** Client: -None- My Workspace Settings Help Sign Out Feedback

Search All Browse Topics Browse Sources

Lexis Advance® eminent domain economic development Search Search Tips

Recent & Favorites

Alerts My Folders History Notifications

Tasini v. New Yor... Tasini v. New Yor... History

Terms & Conditions

List Map

Search History Search

Narrow by...

✖ Date

Today 15

Yesterday 8

Friday 35

Thursday 15

Select multiple

✖ Type

Legal Search 35

Document View 24

Shepard's® Search 5

Access (\$) 2

TOC View 2

Topic Search 2

Case File Search 1

Email 1

Legal Issue Trail View 1

Less Select multiple

✖ Client

-None- 73

73 activities in History

Sort by Date Saved (Newest)

1 - 25

List Details

	Title	Type	Client	Time & Date
1.	Email: Barbour: Initiative 31 bad for business	Email	-None-	01/07/2014 10:21:45 AM
2.	Barbour: Initiative 31 bad for business	Document View	-None-	01/07/2014 10:20:43 AM
3.	eminent domain economic development	Legal Search	-None-	01/07/2014 10:20:29 AM
4.	Tasini v. New York Times Co., 972 F. Supp. 804	Legal Issue Trail View	-None-	01/07/2014 10:17:17 AM
5.	Tasini v. New York Times Co., 972 F. Supp. 804	Document View	-None-	01/07/2014 10:17:07 AM
6.	Tasini v. New York Times Co., 972 F. Supp. 804	Document View	-None-	01/07/2014 10:15:08 AM
7.	{Topic: Collective & Derivative Works}	Topic Search	-None-	01/07/2014 10:14:48 AM
8.	NLRB v. Pueblo of San Juan, 276 F.3d 1186	Shepard's® search	-None-	01/07/2014 10:10:25 AM
9.	NLRB v. Pueblo of San Juan, 276 F.3d 1186	Document View	-None-	01/07/2014 10:10:10 AM

The List view shows all activity and is the default view

**A Open Research History.** Click **My Workspace** and click **History**. Or choose a list view, a graphical map or one of your last 10 tasks. Also open Search History from your **My Workspace** carousel.

**B View past research by date(s).** Select a date from the left filtering pane. Only dates with research are shown. Also review by date range.

**C Filter Research History by task type.** See Alerts created, emails sent, Web searches, legal searches, etc.

**D View prior research for specific clients.** Just select a client name from the filtering pane.

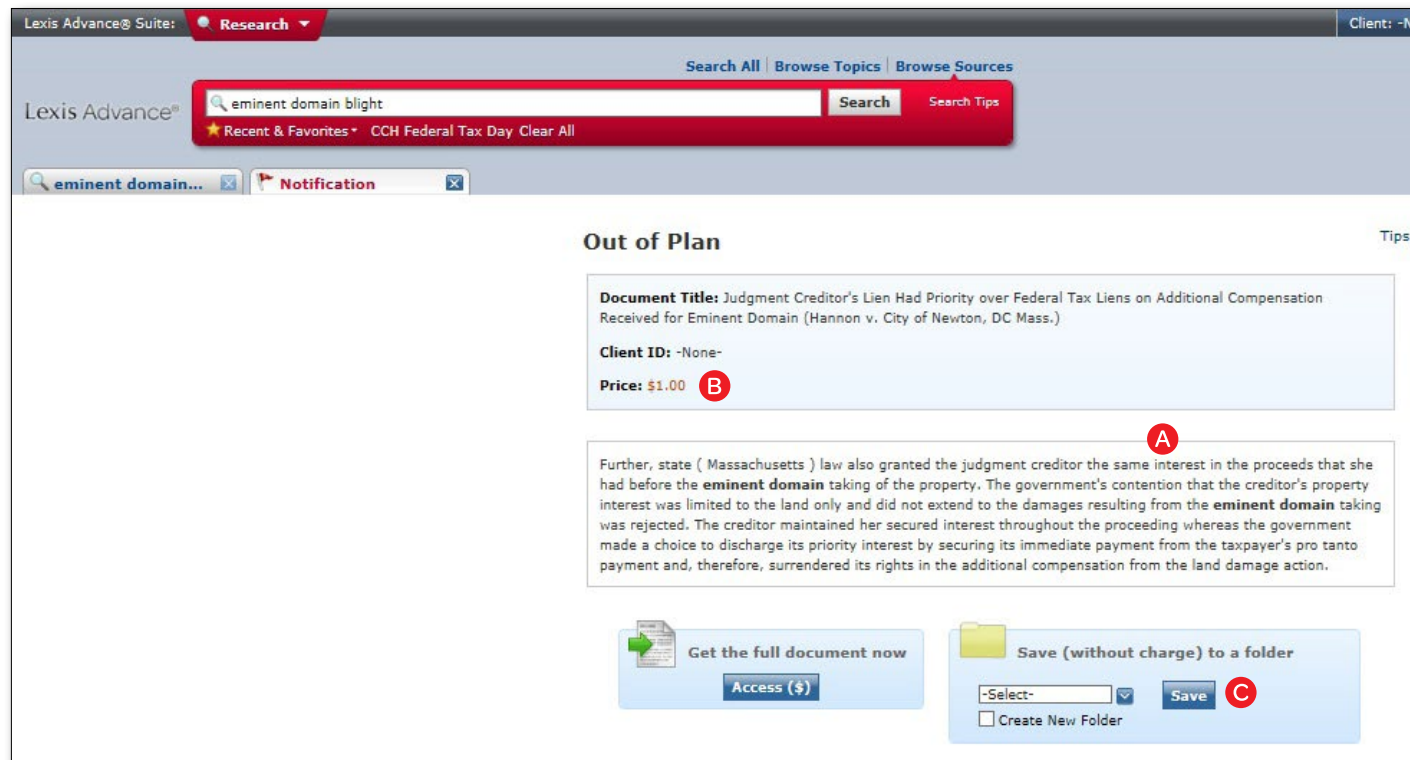
**E Set display preferences.** The List view can also display 10, 25 or 50 items at a time.

*This is a graphical representation of the List activity.*

- A** Get a step-by-step graphical depiction of your prior research. Click **Map** to identify explored versus unexplored paths, allowing you to uncover other relevant results.
- B** Filter your map. Filter by client, date, etc., just like you can with the List view.
- C** Rerun or save your work. Click a map icon and choose to rerun your search or save a search to a Work Folder. Even create an Alert.

- D** Compare 2 – 3 search results to find common documents—and perhaps expand your research. Click search icons in the map and choose the compare links. Then go to **Compare Search Results** and click **Find**. Your results open in a new window.
- E** Find similar relevant documents. Click document icons in your map then choose the compare links (not shown). Then go to **Find Similar Documents** and click **Find**. This is a fast way to compare relevant documents to find more, including ones you may not have reviewed yet.

With Out-of-Plan notification, you know immediately if the document you wish to view is outside your subscription plan. Look for the **orange (out of plan)** indicator. Click the **Free Preview** link to view document cost and a summary so you can make an informed decision. Here is a free preview screen:



**A** Decide if the out-of-plan document is relevant. Preview the free summary.

**B** What's the additional charge? The document cost is displayed up front.

**C** Access it later; use it for a year. Save the document to a **Work Folder** and gain access at an additional charge later. Once accessed, you can continue to access the document from the Work Folder at an additional charge, for one year.