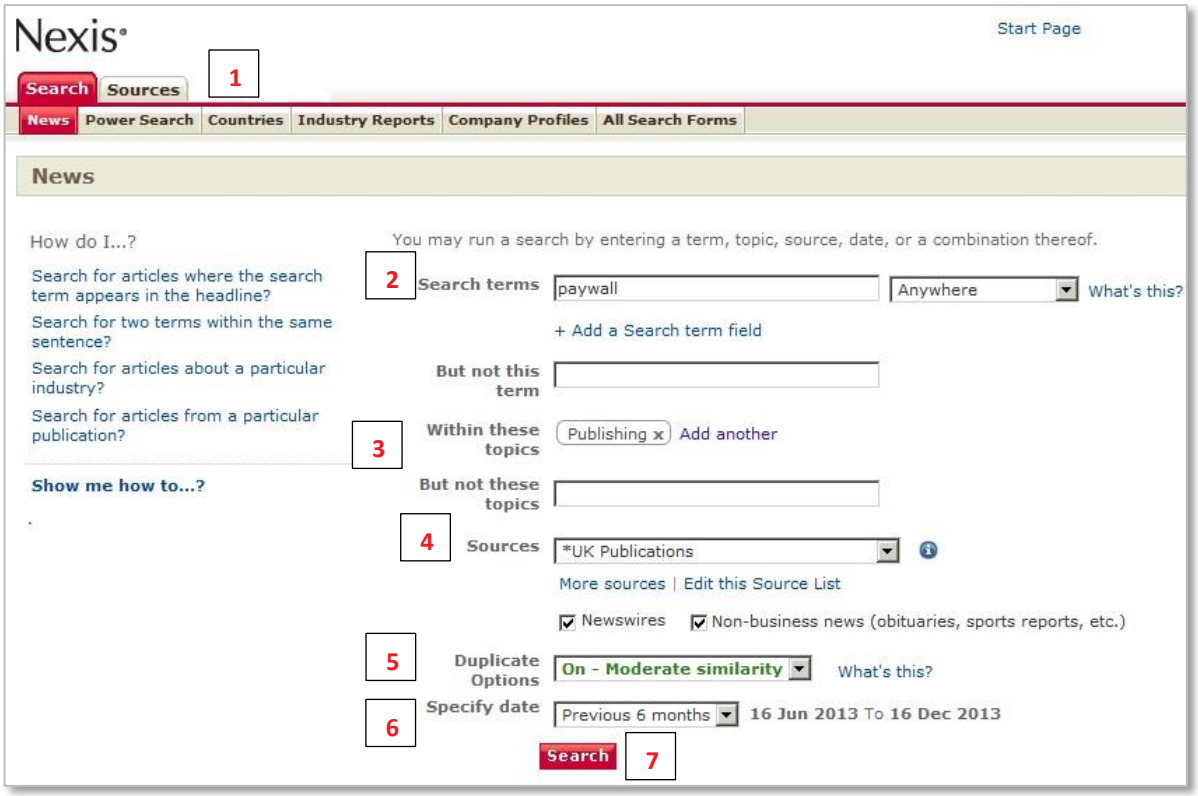
LexisNexis

www.lexisnexis.com/uk/nexis

Getting results with LexisNexis
Quickcard

Searching



1. Select the appropriate **search form** for your request.
2. Type in your **search term(s)**.
3. Enter a desired **topic** you wish to include in your search results. An automated list of related/suggested topics may display.
4. Select a **source** from the drop-down list or access the **Source Directory**.
5. The **Duplicate analysis** groups similar documents together.
6. You may narrow your search to documents published on a **specific day** or within the **date range** you specify.
7. Click **SEARCH**.

TIP: Click the tab **All Search Forms** to select more search forms.

Help and Customer Support:
Call: +49(0)211 417435-40
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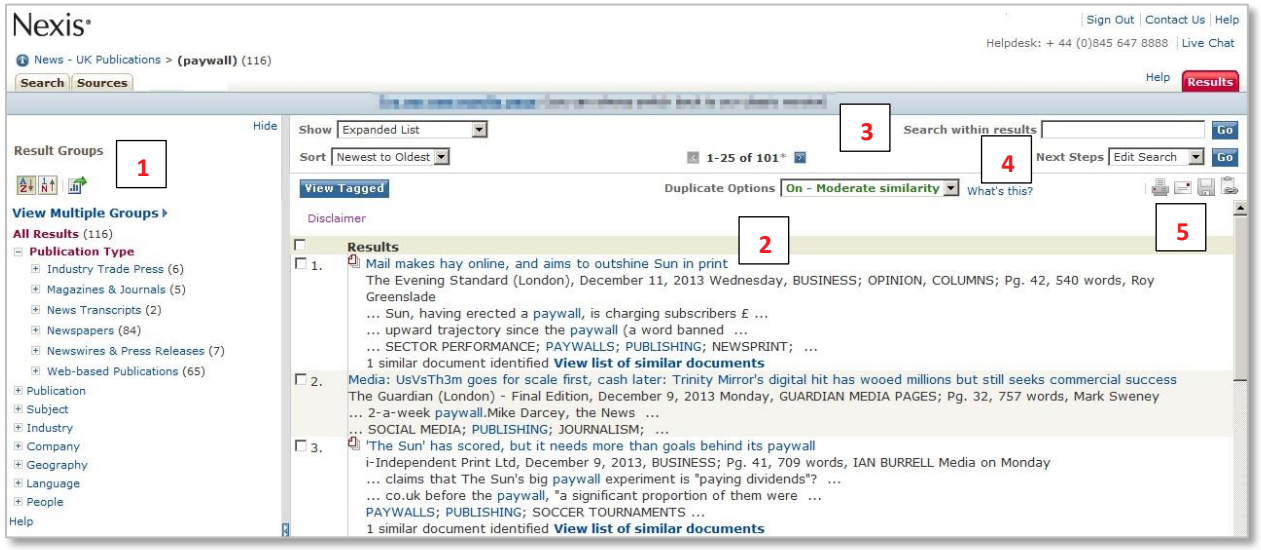
Working with Results



1. Use the **Result Groups** to display a specific group of documents within your results.

2. Click the headline of a document to **view the full text.**

3. Use the „**Search within results**“ feature to search for a more specific topic within your original search results.

4. To edit a search or begin a new search, use „**Next Steps**“.

5. Click the checkbox next to the document name and use one of the icons to **print, email or download** your results.

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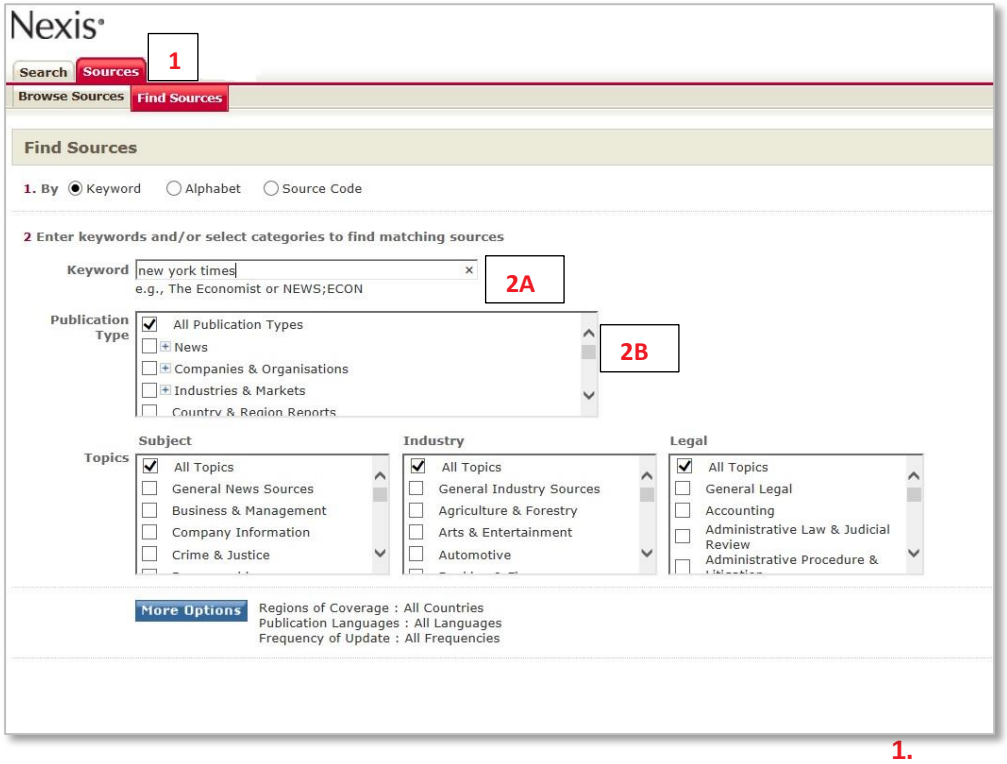
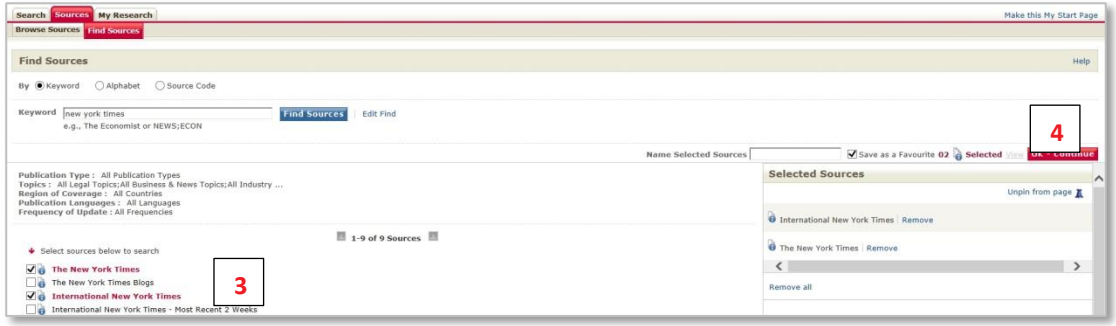
Browsing and Searching Sources

Select one or more sources which are not available through the drop-down lists of the search forms.





1.

1. Click the tab **Sources**

2. **A)** Enter a publication name or part of the name.
   B) Generate a list of sources using filter like publication type, topics and more options like language of publication.

3. **Tag the checkbox** next to a source to select it and

4. Click **OK – Continue**.

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Connectors

or *vw or volkswagen*
To find documents that contain either or both of the words or phrases.

and *beiersdorf and nivea*
To find documents that contain both words or phrases.

and not *ford and not harrison ford*
To find documents in which a word or phrase is to be excluded.

w/n *private equity w/15 outsourcing*
(value n can be any number up to 255)
To find documents with search words that appear within “n” words of each other, in this example within 15 words.

Special Search Features

atleastn *atleast5 (financial crisis)*
(value n can be any number up to 255)
To find documents containing an in-depth discussion, in this example of financial crisis. The search term has to appear “at least” 5 times in a document.

Wildcards

! The exclamation point replaces an unlimited number of letters following a word root.
bank! finds bank, banking, banker, bankruptcy

Note: *German Language News allow you to search with ! at the beginning of a word, e.g. !versicherung! finds Versicherung, Lebensversicherung, Versicherungsprämie etc.*

***** Use an asterisk to replace characters anywhere in a word, except the first character.
*organi*ation* finds organisation or organization

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Using Document Sections

Commonly used document sections in the news:

headline (safety and road traffic)
To search within the headline of a news article.

hlead (low fare or low cost carrier or no frill)
To search within the headline and lead paragraph of an article.

byline (aust)
To search for articles written by a specific author.

length>500
To search for articles with a certain number of words.

section (book reviews)
To search within a specific section. *Note: the sections differ according to the publication.*

publication (new york times)
To search within one or more individual publications.

Commonly used document sections in the company databases:

company (lexisnexis)
To search for a company profile.

country (germany)
To search for companies located in a specific country.

city (frankfurt)
To search for companies located in specific cities.

zip (45! or 46!)
To search for companies in zip code areas.

revenues>10000000
To search with revenues.

employees>20
To search with the number of employees.

Finding companies by industry codes:
Note: The type of industry code depends on the selected database. Use the source information to look up the used industry classification. Most used industry codes are SIC (Standard Industrial Classification, 4 digits) and NACE (Classification of Economic Activities in the European Community, 5 digits).

sic (2111)	Used by Hoover's, Bisnode/Hoppenstedt, The Major Companies Database
nace (70220)	Used by Creditreform, Bürgel, Hoppenstedt

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Using Document Sections

Commonly used document sections in legal sources:

Cases

name (roe and wade)
To search with the name of the case.

cite (447 u. s. 303)
To search with a citation of a case.

core-terms (tort liability)
To search with the keywords of US cases.

catchwords (protect! und animal)
To search with the keywords of UK cases.

Law Journals

title (human rights)
To search within the title of a document.

author (jennifer brown)
To search for articles written by a specific author.

cite (69 s. cal. l. rev. 1679)
To search with a citation of a law journal, e.g. volume 69, Southern California Law Review, Page 1679.

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