

Below are some great features of Lexis.com (<http://www.lexis.com/amc>) that we want to make sure you know about and are using every day to make your research more efficient and effective:

### **Shepard's –Easier, faster and more intuitive:**

- Shepard's Summary – Brings the most important aspects of a Shepard's report to the top of the page
- Shepard's Lower Navigation Bar – Allows you to quickly navigate throughout the report to specific analysis phrases or jurisdictions
- Pop-up Analysis Definitions – Definitions for analysis phrases in one click
- Pop-up Signal Legends – You can click on a "Legend" button located in the Lower Navigation Bar and a pop-up box containing the signal legend will appear
- Shepard's Trail – Makes it easier to move back and forth between unrestricted, restricted and FOCUS answer sets

### **Searches Saved Automatically for 30 days – Offers easy way to review previously run searches:**

- Your searches and answer sets are automatically saved the day you enter them until 2 a.m. EST just in case you want to review them again. Then, your searches are moved to the Archived Activities tab within History for an additional 29 days where they can be re-run
- Click on the History link on the upper navigation bar and choose either the Today's Activity or Archived Activity tab
- Retrace your research steps, re-run or edit searches before using them again

### **Customizable Source Tabs – Make research quicker, easier and more specific to your area of practice:**

- You can add Jurisdictional or Area of Law (e.g. Military Justice, International Law, etc.) source tabs to the lexis.com home page
- From the initial research page, simply click the "Add/Edit Tabs" link and scroll through the list of available jurisdictions and areas of law. Choose the one(s) you use most often, then click "Add"
- Select the default tab to be displayed upon sign-on

### **Ability to Edit the Last 20 Sources – Better reflect your most favorite/used sources:**

- Click the EDIT THE LAST 20 SOURCES to mark those you want to keep in the list and delete those you don't need

### **Electronic Clipping Service – Receive automatic updates on important topics:**

- The ECLIPSE® feature automatically tracks issues by updating any saved search and forwarding new documents to you via email
- Set up an ECLIPSE in any database – there is no limit to the number you may create

### **U.S. Code Features on Lexis.com – Navigate the U.S. Code more quickly and efficiently online:**

- Use the expandable/collapsible hierarchy to easily browse the U.S. Code Table of Contents (TOC)
- When viewing a TOC, select a check box to either print or search within the selected title, chapter or section
- Use the LexisNexis Print/Download links to save the U.S. Code sections without annotations

If you would like more information or would like to set up a training session, please contact your AMC account team: **Tamia Ashley at (202) 857-8236** or **Rachel Hankins at (202) 857-8258**.