

LEXIS NEXIS TRAINING

- 8:15 a.m. – 9:15 a.m.** **Lexis Revisited** - Have you ever heard the phrase, “only scratching the surface”? Participants will learn how to go beyond the surface of Lexis.com and explore the expansive content of LexisNexis at www.lexis.com. This class will focus on all those tips & tricks that will help you navigate the site in a much more efficient and effective manner as well as focusing on how to customize your Lexis.com page to your jurisdictional and practice area needs.
- 9:15 a.m. – 9:25 a.m.** **BREAK**
- 9:25 a.m. - 10:55 a.m.** **All About Headnotes** - Learn how to most effectively utilize the headnotes that appear in cases on Lexis.com. The class will explore in depth what headnotes actually are and all of the various methods of using the headnotes to search for other relevant case law including *More Like This*, *Shepardize: Restrict By Headnote*, and the *Retrieve All* feature. Participants will also learn how to use the *Search by Topic* or *Headnote* feature to find the most frequently cited cases on a topic and the cases that present an in depth discussion of the topic.
- 10:55 a.m. – 11:05 a.m.** **BREAK**
- 11:05 a.m. - 12:05 p.m.** **SmartLinx Public Records and Investigation Techniques** - Locate and verify the facts you need fast! This class will focus on how to use the Comprehensive Reports (SmartLinx Reports) on the Public Records tab of Lexis.com. Participants will learn how to use the information they have about people, businesses and locations to uncover relationships and unknown information. These reports will also generate leads and provide vital information that could be the key to your case.
- 1:30 p.m. – 2:30 p.m.** **Searching in Secondary Authority** - Learn the ins and outs of using Secondary Authority on Lexis.com including how to initially find pertinent sources such as treatises, law reviews and form manuals and how to search the secondary authority for primary authority from the relevant jurisdiction. Participants will also learn how to best utilize secondary authority when there is no case from their jurisdiction directly on point, when the primary law is vague as to the specific point of law or when the user is unfamiliar with the practice area.
- 2:30 p.m. – 2:45 p.m.** **BREAK**
- 2:45 p.m. – 3:45 p.m.** **Lexis Advance Preview** – Participants will be walked through the ground-breaking new product, Lexis Advance. Lexis Advance gives users the ability to start their search from one point and then expand out from there, searching all sources at once. Many new and exciting features will be debuted and participants will have a chance to ask questions about the new product. Lexis Advance will become available in the fall of 2011 and will be included with current Lexis subscriptions.

NOTE: If you attend the LexisNexis classes, you must obtain a CLE form from the instructor, complete it, and leave it with the instructor prior to leaving the class. The TNDAGC will not have extra CLE forms for the LexisNexis training.