Lexis Library

This database is available both on and off campus, and may be accessed from: **Databases A-Z** (under the title LexisNexis LexisLibrary) in the **Electronic Library** at **https://www.ljmu.ac.uk/microsites/library/resources/electronic-library**

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**Introduction**

LexisLibrary includes all UK legislation in force, case law and journals from the UK, Europe, the U.S. and many other countries, and UK newspapers. Coverage includes UK reported cases from 1558 to the present day from over 30 law report series including the All England Law Reports, All England Law Reports Reprints (approx. 6,000 cases from 1558-1935) and the All England Reprint Extensions (a further 1,509 cases from 1861-1935). It also includes many legal practitioner texts, such as Blackstone’s criminal practice and Butterworths Corporate Law Service, and the databases Halsburys Laws, Atkins Court Forms and the Encyclopaedia of Forms and Precedents.

Please note it does **not** contain any repealed legislation.
Basic Search

When you log into Lexis Library this is the Home Screen. (Information on using top tabs for cases, legislation etc... is found in the sections, Search using the ‘Tabs.’)

The Home Screen shows the default My Bookshelf view on the right, from which you can browse or search these resources.

The Glossary is useful as described, defining terms and linking to relevant key content.

The main search box across the top works like a google search box so that you can simply type your search terms in and search across all content types. The ‘Filters’ dropdown (shown opened out below) allows you to search in this way across selected materials only (3 ticked in this example).

Main search box results can be filtered by content type using side links. Useful topic links suggested at top.
The **Find a Title** form is where you can quickly search for documents of different types, e.g. a case, journal article or piece of legislation.

**Search hints for ‘Find a Title’**

When you are using ‘Find a Title’ to look for a case, by default the result will be from “All subscribed cases” which will take you straight to the text of the case.

Results can be sorted by relevance, or by the name of the publication (source) in which they appeared.

You do not need to put quotation marks around a phrase, e.g. evidence in criminal proceedings, because it will automatically be recognised and searched for as a phrase. However, if you wish to search for two or more subject words which do not comprise a phrase, e.g. employment and disability, you must connect them with “and”.

**Tip** - You can return to the main screen at any time by clicking on **Home**.

**Search using the ‘Tabs’**

From this main screen you can access other search screens which are tailor-made for case, legislation or journal searching and which allow much more specific searches to be carried out. **This is the most effective way to search.**

**Finding UK cases**

To search for cases click on the **“Cases”** tab from the navigation bar at the top of the screen.

This search screen allows you to search by case name, subject (“search terms”) or case citation.

If the case you are looking for has been reported in several different law report series (listed in the Source column below) and more than one version is available in full text, the different versions will be listed as separate results.
The last result here is from Case Overview. Case Overview is an abstracting service, which provides a digest (i.e. a summary) of the case. It lists all the different citations for the case, showing you which law reports the case appeared in, and links to any which are contained within the LexisLibrary database. It also tells you how the case has been judicially considered, using colour-coded signals, e.g. a red signal warns that the decision has been overruled in a later case.

If the only result is from Case Overview, you will not be able to view the full text of the case using LexisLibrary. This can be because either LexisLibrary does not contain the full text of any of the law report series in which the case has been reported (try Westlaw) or the case is an unreported case and LexisLibrary does not contain a transcript of it.

**Finding EU cases and cases from other countries**

To search for international cases click on the “Cases” tab from the navigation bar at the top of the screen.

Click on the “International Cases” link in the left hand side menu.

EU cases is found in the dropdown of ‘Sources’. Select it then begin your search for EU cases.

If the country or region you require is not already showing in the “Sources” box or in the drop-down menu available from this box, find it by clicking on the “More sources” link below the box.
Choose the country or region you want from the drop-down list, then click on the “Cases” folder, and select one or more of the case reports series shown.

Select some or all the series displayed as you wish. Then click the red “OK-Continue” button and you return to the “International Cases” search screen with your selected case reports series ready for searching:
Finding UK legislation
From the home page, click on the “Legislation” tab from the navigation bar at the top of the screen.

If you are looking for a specific Act, type the name of the Act into the “Title” box. To avoid retrieving Commencement Orders (a type of Statutory Instrument) linked to the Act limit your search to finding Acts only, by keeping the “Act” box ticked.

You will retrieve a large number of results from your search, even when you are only looking for one Act, because every section of the Act comprises a separate result. The very first result comprises a link to the entire Act.

To view the full text of the entire Act in one document click on the first link, then on the PDF icon
This file is the fully consolidated Act, incorporating all amendments, which have occurred since the original enactment.

If any amendments are pending, you will be alerted and the exclamation mark below will be displayed at the top of the page.

⚠️ Anti-social Behaviour Act 2003 (2003 c 38)

The “Find out more” options list (right hand side of the screen) can be accessed from any legislation result, whether this is a section or the entire Act.

Finding International Legislation

EU Legislation

From the home screen, click on the “Legislation” tab then on the “International Legislation” link at the left. Leave the sources drop-down on ‘All subscribed European Sources’. Then enter your search terms in simple or advanced search. Use the left hand filter pane to limit to the type of EU legislation required.

Other International Legislation

From the home screen, click on the “Legislation” tab then on the “International Legislation” link at the left. Click on ‘More Sources’ link, then the “Legislation” yellow folder which takes you to the screen below.
From here, you can narrow your search either by using the dropdowns for countries and topics, or scrolling through the group sources and single sources and making selections.

Once you have selected sources, the ‘OK Continue’ button turns red, click that to continue and it will take you to the search screen. (Take note of the instructions below the box on combining terms e.g. with ‘and’).

Finding UK Journals
From the home page, click on the “Journals” tab.

Enter your search terms into the “Search terms” box, and click on search. This does not work like google - AND must be put between words or they are treated like phrases. Other operators OR and NOT may also be used. The ‘add topics’ button is useful to try also for narrowing searches. Narrowing by date is in the ‘advanced search’ section but works whether you are using simple or advanced fields. The advanced section is otherwise useful for finding specific items.

Clicking on the “information” button (the letter “i” within a small blue circle) shows the complete list of full text UK journals available to search.

Selecting journals/sources to search
If you want to select the journals you want to search, clicking on the drop-down menu next to “Sources” reveals some journal titles, which can be individually searched, but it is NOT a complete list of the available journal titles. To find the complete list of journal titles and to select a particular journal title to search on its own, click on the “More sources” link:

This will take you to the “Sources” section of the database:
Check that “Browse Sources” is selected on the menu bar and then click on the heading “Legal Journals”, to display the complete list of available journals and groupings of journals ‘group sources’. Click on a title or group to select it for searching, and then on the red “OK-Continue” button. You will be returned to the search screen with the items selected for searching. It is a good idea to tick ‘save as a favourite to keep them selected for the session.
For this search limited to the last 5 years, Lexis suggests legal topics at the top, and the left hand pane groups results by sources and topics for you to select.

It also allows you to search within results.

Finding journals from other countries
Click on the “Journals” tab and click International Journals. Do not enter search terms at this point (as it will only search the default selected one) but click ‘more sources’, then ‘Legal Journals’ folder. The process is similar to above. You come to a screen where you can choose countries and topics, group sources and individual sources. Once you have made your selection, you are returned to a search screen. Then perform your search. It is a good idea to tick to ‘Save as a favourite’ which will keep these selected for the session.

See our International Journals Guide for further detail.
Finding UK newspapers
From the home page, click on the “News” tab. The search screen which tailored to looking for UK newspaper articles:

It is possible to search the entire collection of UK newspapers or select a particular newspaper from the list to search. You can also specify a particular date or range of dates. Clicking on the information button (the letter “i” in a blue circle) once you have selected a particular newspaper will tell you the available backfile.

Further Help and Support
Lexis Nexis provide some short tutorial videos. With reference to this guide particularly useful are:

Search Tips Finding Cases and Searching for Legislation

The main URL link is:

The Academic Liaison Librarians who support the Law School are:

Nathalie Taylor (Mon-Tues) n.m.taylor@ljmu.ac.uk
Maria Hardie (Wed-Thurs-Friday) m.c.hardie@ljmu.ac.uk

You are welcome to contact us for further help, and to arrange a one-to-one appointment.

Guide Updated: June 2018
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