

How to Start Searching LexisNexis™ Academic

Fast Start

1. Point your browser to LexisNexis Academic at <http://www.lexisnexis.com/universe>.
2. You can perform one of three common searches on the home page—type in words or phrases in the Quick News search box to retrieve full-text news articles from a variety of English language news sources, enter a party name or citation to retrieve a legal case using the Get a Case form, or enter the name of a company to retrieve company information using the Company Information form. After entering your search (and, if necessary, using the provided drop-down lists to specify a date range), click the “Search” button on the corresponding search form to retrieve results.

Looking for news going back more than two years or other types of information?

1. For a more detailed search for **News**, click on the “Guided News Search” tab adjacent to the “Quick News Search” tab at the top of the home page.
2. To complete a **Guided News search**, follow the step-by-step instructions. First, use the drop-down list to select a news category (example: General News). Then, use the second drop-down list to select a news source (example: Major Papers). Then, you’re ready to enter search terms. You can enter a single term, a phrase, or combine terms (i.e. Cuba, Cuban refugees, Cuba and baseball, etc.) For additional help with searching, follow the Help link that appears in the top right corner of every page.
3. When date searching is an option, use the pull-down list choices, or click in the “From” and “To” boxes to enter your dates. Acceptable date formats include 09/03/02; Sept 3, 2002; 09/02; September 2002; and 2002.
4. Click on the “Search” button at the bottom of the screen to run your search. If an acceptable number of documents are found, review them for relevancy. If your search retrieved an empty answer set or too many documents, revise the search using the “Edit Search” button, located on the upper right-hand side of the screen. You may also want to add more terms to your search using the “FOCUS” box at the top of the results page. Enter your new search terms and click on the “Search Within Results” button.
5. Print, download or e-mail a citation list or selected documents using LexisNexis Academic’s capabilities. The service gathers the citations of the documents you select, assembles them on a single Web page, and displays them in a screen format that is most suitable for printing. Entire documents can also be printed, downloaded or e-mailed, one at a time, in either Full or KWIC format.
6. For other research categories—**Business, Legal Research, Medical, or Reference**—use the links under “Academic Search Forms” on the upper left-hand side of the screen. Each of these links will take you to an intermediary page that offers links to a number of search forms. Review the choices and select the form that has the type of information you’re looking for. For ideas, refer to the back of this card, which presents a number of common searches.

For additional help with LexisNexis Academic, please contact your librarian.

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Sample Searches for LexisNexis™ Academic

If you're looking for...	Go to	Use this source	Search would be
Recent news articles from a variety of sources on the West Nile Virus	Home Page/Quick News	N/A	Keyword: west nile virus Date: Previous six months Click "Search"
Regional news coverage in Florida of U.S./Cuban relations	Guided News	Step One: U.S. News Step Two: Florida News Sources	Step Three: First box, enter cuba and US in Headline Second box, enter policy or relations in Headline and Lead Paragraph(s) Step Four: Change date to previous year using drop down list Click "Search"
Detailed financial statements for McDonald's for the last fiscal year	Business/SEC Filings	SEC 10-K Reports	Company Name: McDonald's Date: Previous year Click "Search"
Retrieve the full text of a case by party name, i.e. A&M Records v. Napster, Inc.	Home Page (Get a Case form) or Legal Research/Get a Case	N/A	Party name: Napster Click "Search"
Legality of same-sex marriage	Legal Research/Law Reviews	N/A	Basic form: Keyword: same sex marriage Narrow search with additional terms: (leave blank) Date: Previous year Click "Search"
Recent medical information about human cloning	Medical/Medical News	Medical & Health News	Basic form: Keyword: human clon! (Use "!" wildcard to retrieve all words that begin with "clon"—clone, cloning, etc.) Narrow search with additional terms: (leave blank) Date: Previous six months Click "Search"
Public opinion on events in Israel and Palestine	Reference/Polls & Surveys	N/A	Keyword: Israel or Palestine Date: Previous six months Click "Search"

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Recent news articles from a variety of sources on the West Nile Virus	Home Page/Quick News	N/A	Keyword: west nile virus Date: Previous six months Click "Search"
Regional news coverage in Florida of U.S./Cuban relations	Guided News	Step One: U.S. News Step Two: Florida News Sources	Step Three: First box, enter cuba and US in Headline Second box, enter policy or relations in Headline and Lead Paragraph(s) Step Four: Change date to previous year using drop down list Click "Search"
Detailed financial statements for McDonald's for the last fiscal year	Business/SEC Filings	SEC 10-K Reports	Company Name: McDonald's Date: Previous year Click "Search"
Retrieve the full text of a case by party name, i.e. A&M Records v. Napster, Inc.	Home Page (Get a Case form) or Legal Research/Get a Case	N/A	Party name: Napster Click "Search"
Legality of same-sex marriage	Legal Research/Law Reviews	N/A	Basic form: Keyword: same sex marriage Narrow search with additional terms: (leave blank) Date: Previous year Click "Search"
Recent medical information about human cloning	Medical/Medical News	Medical & Health News	Basic form: Keyword: human clon! (Use "!" wildcard to retrieve all words that begin with "clon"—clone, cloning, etc.) Narrow search with additional terms: (leave blank) Date: Previous six months Click "Search"
Public opinion on events in Israel and Palestine	Reference/Polls & Surveys	N/A	Keyword: Israel or Palestine Date: Previous six months Click "Search"