

Lexis Advance® Quicklaw®

advancing what's possible

Tip Sheet | Filter Your Search

You can always filter your search results to reduce the number of documents returned after you conduct the search, but you can also save time upfront by choosing filters before you search: Jurisdiction, Content Type and/or Legal Topics. You can also add or manage your favourite sources, source combinations, recently used filter combinations or frequently used legal topics. Finally, you can get assistance developing a terms & connectors search by using the Assisted Search option.

 Lexis Advance [®] Quicklaw [®] [®] Browse		English	Français	Client: -None-	History	More
	Lexis Advance® Quicklaw®	A	Advanced Se	arch Search Tips		
CA Enter terms, s	ources, a citation, or cit: to note up with QuickCITE®	CA Dictionar Materials	ies; CA Drafting	~ Q		
B Narrow By: CAD Jurisdiction D E Content Type F Legal Topics Recent S	Ictionaries X CADrafting Materials X CADrafting Materials CA Cases CA Legislation CA Quantums CA Drafting Materials CA Dictionaries CA Dictionaries CA Dictionaries CA Dictionaries		Clear	☆× C		
G Favourites	You have selected to initially view your results in CA Cases. You can change this in Settings. Search					

- A Click the **Search Everything** drop-down menu to add filters. As you add, the filters box displays the number of filters you've selected.
- B As you add filters across screens, the Narrow By box displays your filter choices. Click the **X** to delete a choice or Clear to remove all choices.



C Done selecting filters? You can save the combination as a favourite and re-use. Click the star icon to add it to your Favourites list.

To navigate filter choices, simply select a Filter link.

E Category options include all content types available (e.g., choose to search cases and legislation only.)

Select from more than 50 legal topics.

G Recent & Favourites options include up to 50 recent and favourite source/sources combinations, recent and favourite filter combinations, and recent and favourite legal topics selected from Browse Topics. Unsave/remove favourites by clicking on the star shaded in yellow or click on X.

Assisted Search helps you select search commands and enables you to link to citation formats for retrieving full-text documents.

Drafting Materials and Dictionaries allows you to quickly and easily narrow results to view documents for a specific source within the collection.

Click **Search** to close the Filter Box when you've finished selecting filters.

Filtering searches within a specific source

By default, the **Red Search Box** searches everything, but it is also easy to locate and restrict your search to a specific source such as a textbook, a tribunal or a volume of Halsbury's.

	Lexis Advance®	Quicklaw®		Advanced Search Search Tips			
CA	~ contract			Search: Everything > Q			
Legal Phr	ses contract-based						
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	a.d.m. contracting, [2005] o.l.r.d. no. 3263						
	belnor contracting, [2018] o.e.s.a.d. no. 623						
-	bettencourt contracting, [2000] o.l.r.d. no. 3786			tions.			
Add Source	Iter	Table of Contents					
B	Canada Contracts Digest	Table of Contents					
	Canadian Contract Law, 4th Ed. (Swan, Adamski, Na)	Table of Contents		Hel			
	Halsbury's Laws of Canada - Contracts (2017 Reissue) (Swan, Adamski)	Table of Contents					
	LexisNexis® Contracts NetLetter(TM) - Digests		Get documents				
	LexisNexis® Contracts Netletter(TM) - Issues	Table of Contents	Get documents				

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If you know the source name or partial name, enter it in the Red Search Box.

- A The word wheel provides suggestions of **Legal Phrases** that you can select to autopopulate the search box and **Documents** relevant to your search terms that you can instantly view from the main landing page.
- B Select a source title to add to your search.
- Select a source's **Table of Contents** (TOC) link to browse the TOC, search the full TOC or select specific parts of the TOC to search and/or deliver.
- D Select a source's **Get Documents** link to retrieve all available documents for that source. You can then set a Publication Alert to get source updates.