

This document will assist you as your experience will change while performing standard research tasks, from Quicklaw to Lexis Advance Quicklaw.

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Segment Searching and Advanced Search Templates

- ▶ In Quicklaw each high level content type has its own tab, accessible from the homepage.



- ▶ By clicking on the respective tab, you are taken to an advanced search template providing you with fields for the most common segments applicable to that high level content type.



- ▶ In Lexis Advance Quicklaw, all documents of the same type have a common structure, composed of the natural parts or divisions referred to as *segments*.

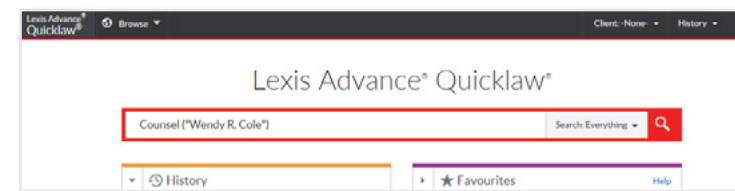
You can restrict your search to a specific part or segment of a document, by using the Big Red Search Box at the top of your page.

The “Counsel” segment is applicable to Cases, Summaries or Quantums in which a particular lawyer or firm appeared as a counsel for one of the parties.

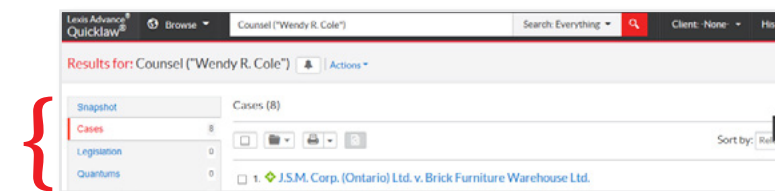
In addition to “Counsel” you can also search based on these other segments listed below.

- Judge: Applicable to Cases, Summaries or Quantums in which a particular Judge, Panel or Arbitrator presided over a case.
- Court: Applicable to Cases, Summaries or Quantums from a particular level of court or tribunal.
- Official-Title: Applicable to Official Titles of Statutes, Regulations, Codes and Rules.

In the Big Red Search Box, enter your search, beginning with the segment name, and followed by your search terms in parentheses.

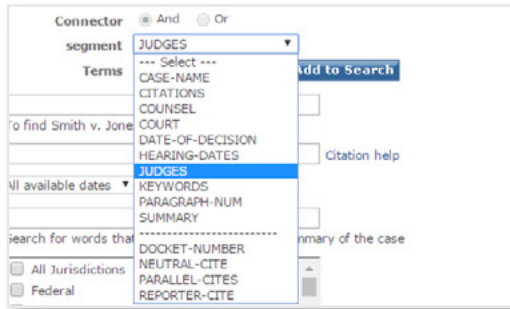


- ▶ From your results list, you will only see results from the content types, and documents, that match the segment information you typed in.

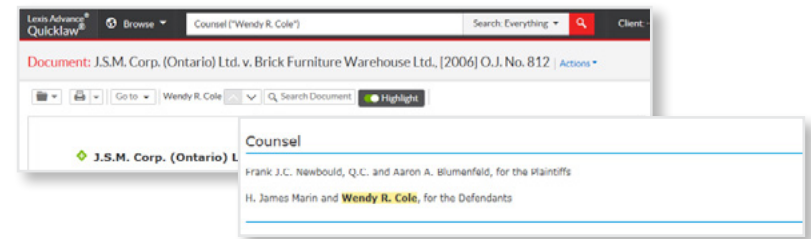


Segment Searching and Advanced Search Templates(cont'd..)

- ▶ You are also provided with a separate segment drop down option, providing further segments relevant to that high level content type.

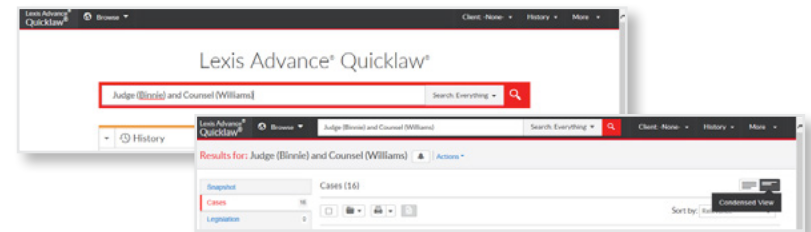


- ▶ If you go into a document, you will be able to navigate to where your search term appears in the document by using the navigation arrows at the top of the page. Your search term will also be highlighted in yellow.



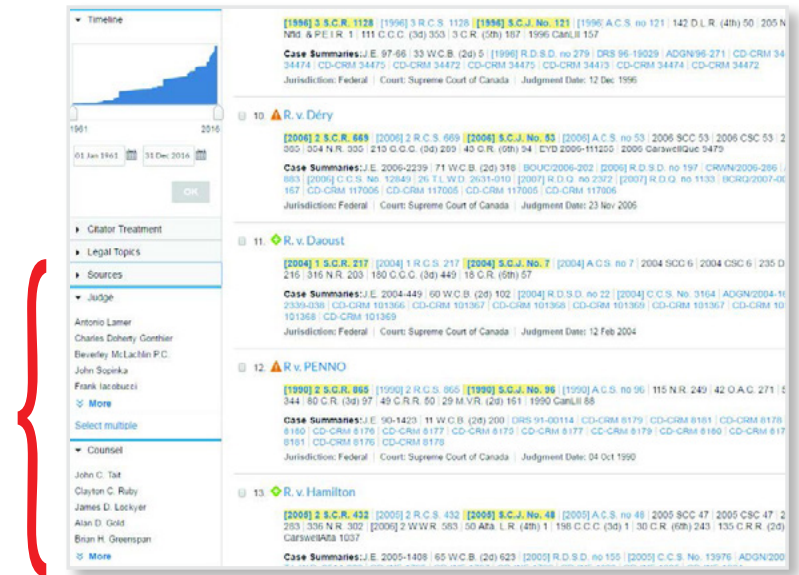
- ▶ Segment searches can be run as either a natural language or a Boolean search, depending on the search syntax you use.

The new search mechanism allows you to combine searches of multiple segments, such as "Judge" and "Counsel".



Segment Searching and Advanced Search Templates(cont'd..)

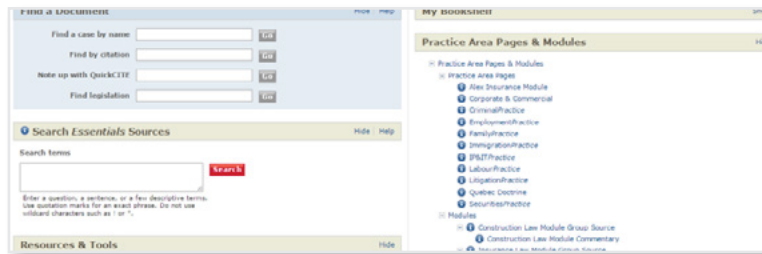
- ▶ Segment Searching can also be completed post-search by simply entering the search term and once on the results page, applying the respective post filter that matches the content type.



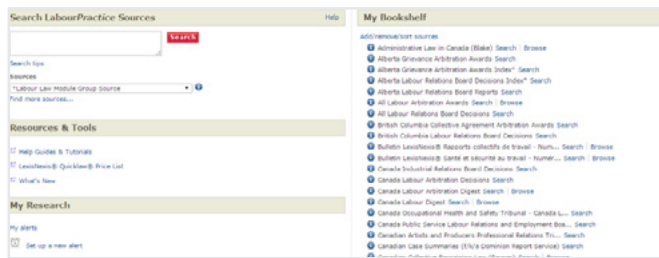
The screenshot displays the LexisNexis search results interface. On the left, a sidebar contains several filter categories: 'Timeline' (with a date range from 1991 to 2016), 'Citation Treatment', 'Legal Topics', and 'Sources'. The 'Sources' filter is expanded, showing a list of judges: Antonio Lamer, Charles Doherty Gauthier, Beverley McLachlin P.C., John Sopinka, and Frank Iacobucci. A red bracket is drawn around this list. Below the judge list are options for 'More' and 'Select multiple'. The main results area on the right shows a list of search results, including case summaries and judgments, with various citation numbers and dates.

Practice Area Pages

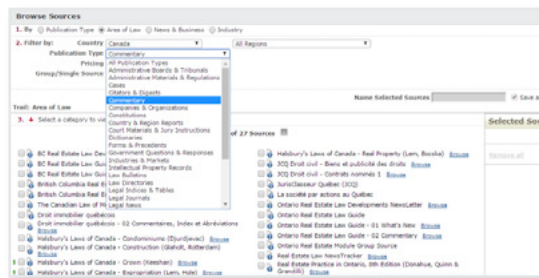
 The Practice Area Pages are available directly from the home page.



▶ Once you are in a Practice Area Page, a customizable bookshelf hosts the practice area specific content.

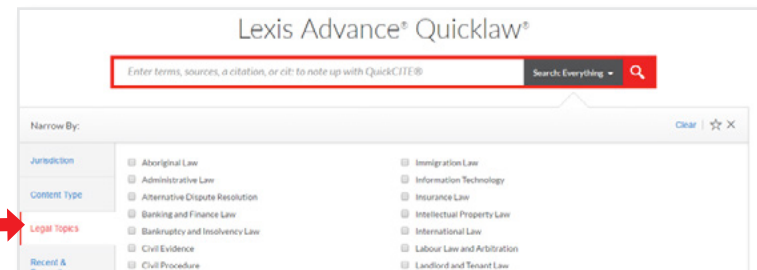


▶ A user can also use the Source Directory to see a list of sources relevant to a particular practice area

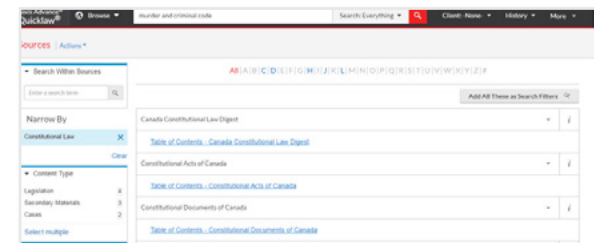
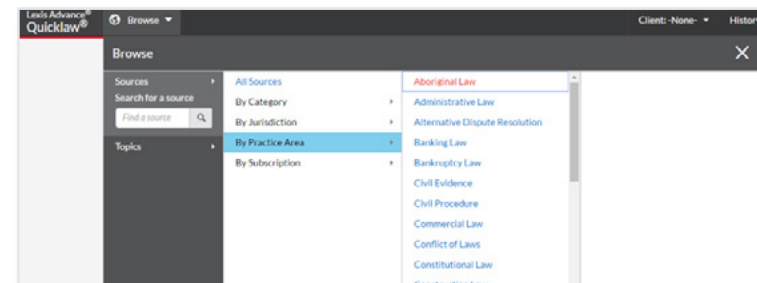


Lexis Advance Quicklaw removes the need for Practice Area Pages by providing a comprehensive set of filters which can be used to specify a topic area.

For example, click on “Legal Topics” under the Narrow By section, as shown below.

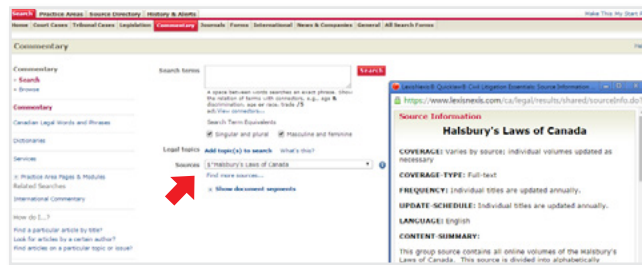


► Any topic or search can be saved for further use as a favourite or refined using the Research Map and available post-filters.

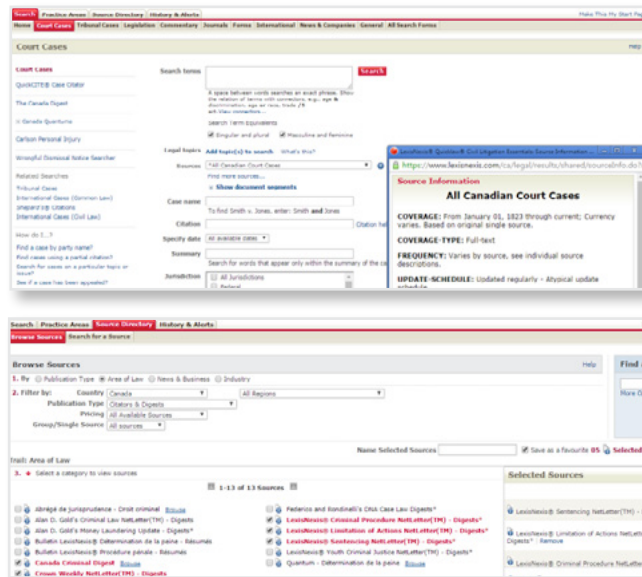


Group Sources

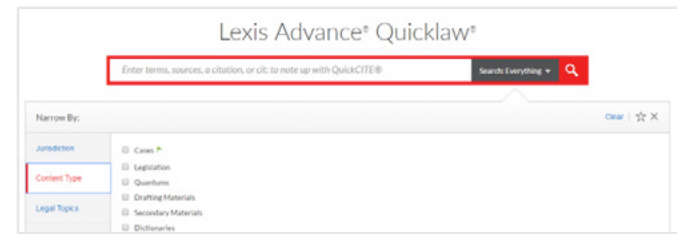
- Quicklaw provides the user with a preset selection of Group Sources that enable the user to search all individual volumes, titles, or sub sources within it at once. These Group Sources can be accessed from the respective tab relevant to that Source.



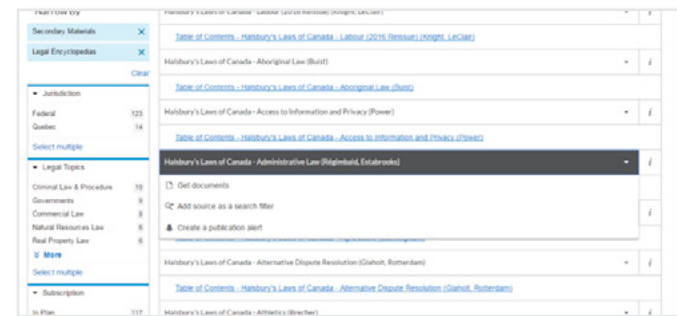
- Quicklaw also provides the user the ability to create their own group source, and save these as Favourites.



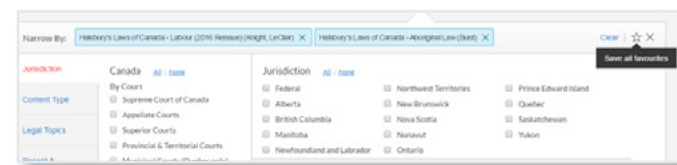
- Lexis Advance Quicklaw has pre-set pre filters that enable you to search specific high level content types, jurisdictions, levels of court, and legal topics.



- Through the "Browse" option a user can also combine various sources, and create their own "Favourite", so that this appears in their "Favourites Pod" on the landing page. This is done by using the drop down next to the source name, and "Add Source as a Search Filter".

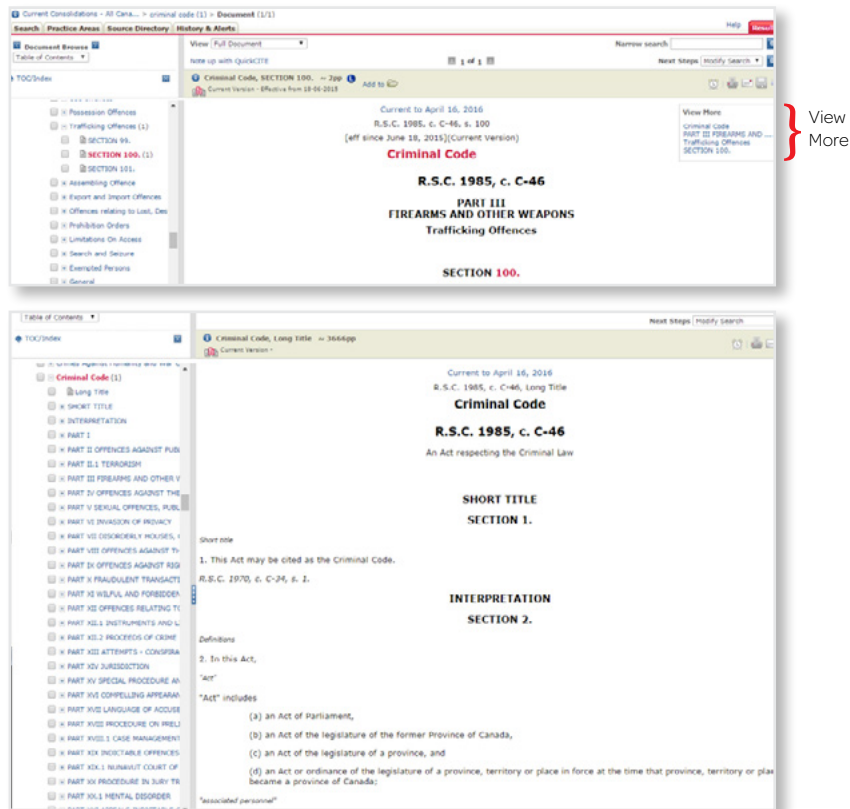


- A user can do this with any number of sources, and then click on the "star" to save this as a Favourite.



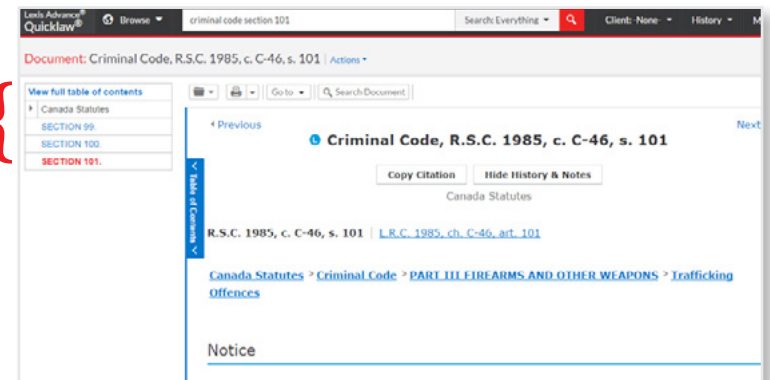
Viewing an Act in its Entirety

- Quicklaw enables the user to transition from a section of an Act, to view either a specific part of the Act, or the Act in its entirety – by using the “View More” box on the right hand side of the page

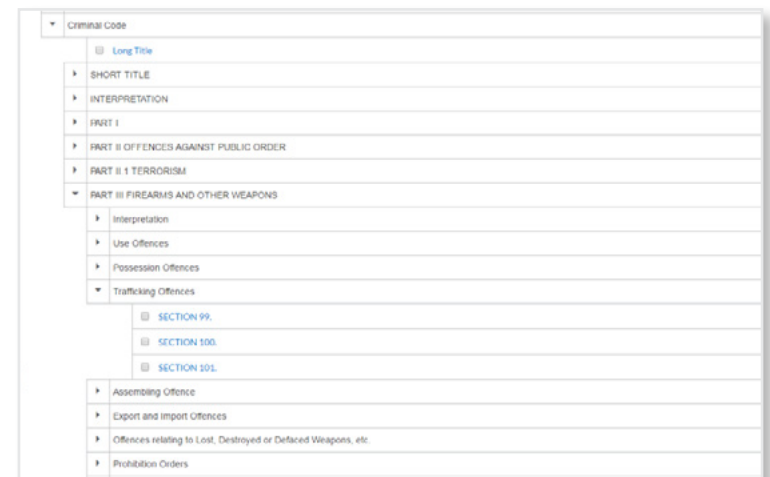


- Lexis Advance Quicklaw allows you to quickly navigate through an Act in one of two ways. Either use the Table of Contents to quickly navigate to a specific section within the Act

Table of Contents

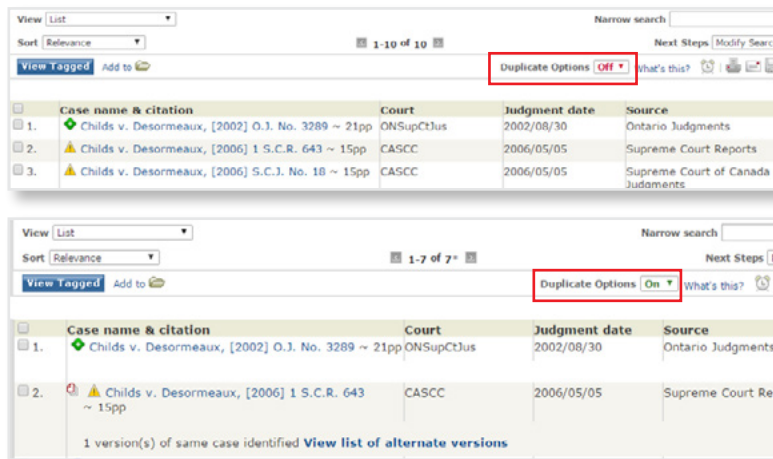


- or perform a search for a specific term or section.



Roll Up (De-Duplication)

- For case results lists you have the option to have duplicate cases (the same case in a different reporter and/or language) be grouped as shadow documents behind one lead document, so that duplicates don't appear as separate documents in your results.



The screenshot shows two instances of the search results interface. In the top instance, the 'Duplicate Options' dropdown is set to 'Off', and three separate results for 'Childs v. Desormeaux' are listed. In the bottom instance, the 'Duplicate Options' dropdown is set to 'On', and the results are consolidated into two items: a lead document and a shadow document. A note at the bottom of the shadow document states: '1 version(s) of same case identified View list of alternate versions'.

Case name & citation	Court	Judgment date	Source
1. Childs v. Desormeaux, [2002] O.J. No. 3289 ~ 21pp	ONSupCtJus	2002/08/30	Ontario Judgments
2. Childs v. Desormeaux, [2006] 1 S.C.R. 643 ~ 15pp	CASCC	2006/05/05	Supreme Court Reports
3. Childs v. Desormeaux, [2006] S.C.J. No. 10 ~ 15pp	CASCC	2006/05/05	Supreme Court of Canada Judgments

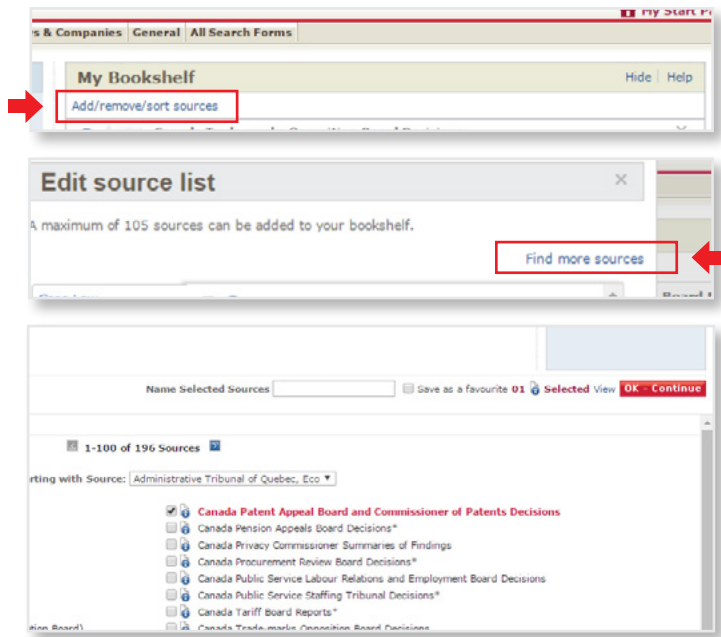
- When the option to remove duplicate cases is selected, Lexis Advance Quicklaw removes multiple instances of the same case from your search results. Access to a parallel reporter or language option is available by clicking on the respective link within the results page.



The screenshot shows the Lexis Advance Quicklaw search results for 'Childs v. Desormeaux'. The results are consolidated into a single entry. A sidebar on the left lists various materials like 'Cases', 'Legislation', 'Quantum', etc. The main content area shows the case details, including the citation '[2006] 1 S.C.R. 643' and a link to 'View list of alternate versions'. The 'Overview' section provides a summary of the case: 'Torts — Duty of care — Social host liability — Accident caused by guest driving his car after leaving party intoxicated — Whether social host owes duty of care to third parties who may be injured by intoxicated guest.'

Adding Additional Sources to the Book Shelf/Favourites Pod

- From "My Bookshelf" there is a link to "Add/remove/sort sources". From the dialog box, the user can choose to add pre-selected sources to their book shelf, or use the "Find more sources" link on the top right hand side of the bookshelf to go into the source directory – and select a specific source.



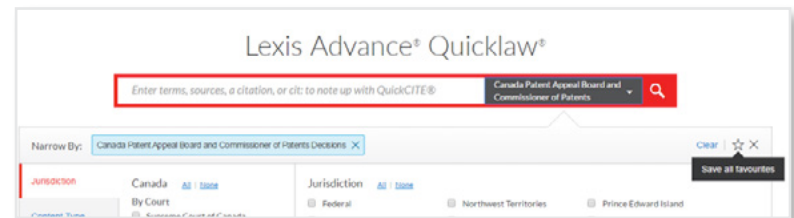
- Once the source is selected, click "OK – Continue" to add to the bookshelf.



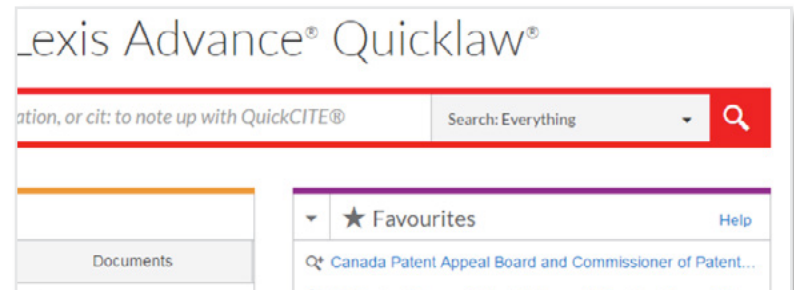
- Type in the name of the source in the Big Red Search Box. Once the source appears in the Word Wheel, click on the name of the source.



- Click on the Pre-filter drop down on the right hand side of the Big Red Search Box, select the star on the right hand side of the drop down menu.

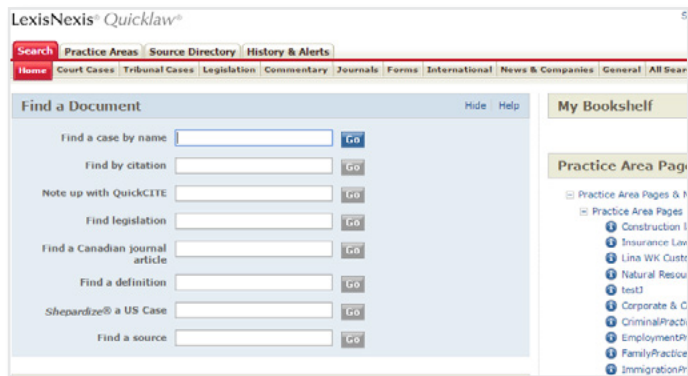


- The source will now be added to the Favourites Pod.

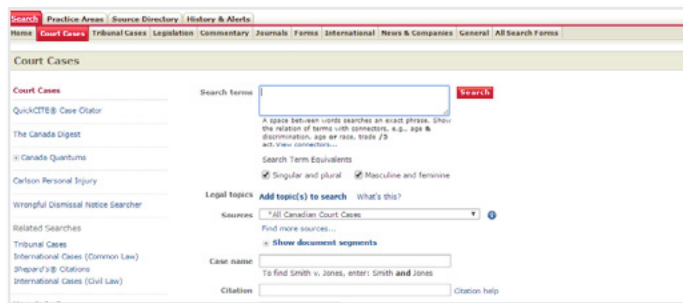


Finding a Specific Document

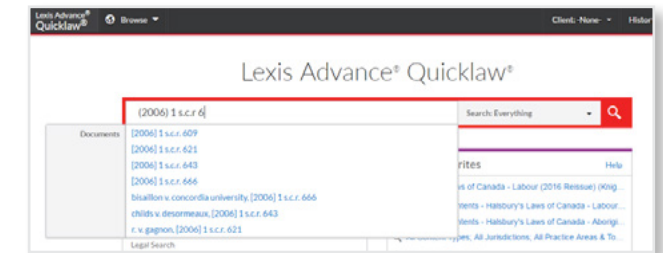
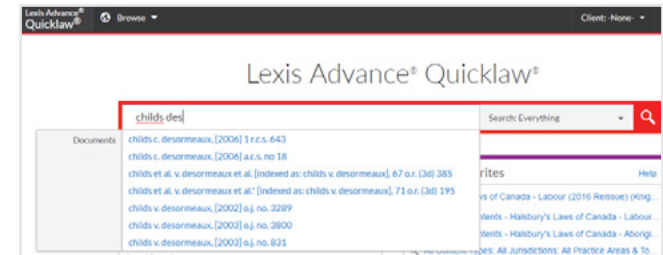
- ▶ A user can use the “Find a Document” section on the left hand side of the homepage to find a case, citator record, legislation, journal, definition or source, using either the name, or citation (if applicable). A wordwheel will provide suggestions as you start typing in.



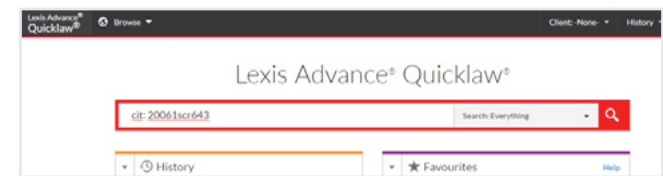
- ▶ A user can also find a specific document by going into the tab for the respective high level content type, and typing in the name or citation in the relevant field.



- ▶ A user can use the Big Red Search Box from the top of the page, and type in the name of a case, the citation of a case, or a legislation title and section number.



- ▶ A user can also type in “Cit:” preceding a citation in order to go straight to the citator record.

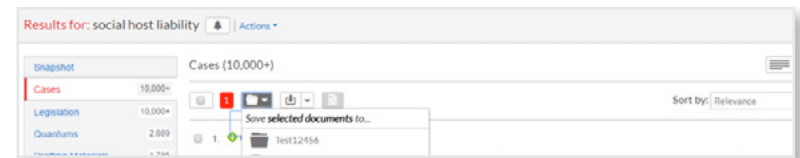


Adding Documents to a Folder

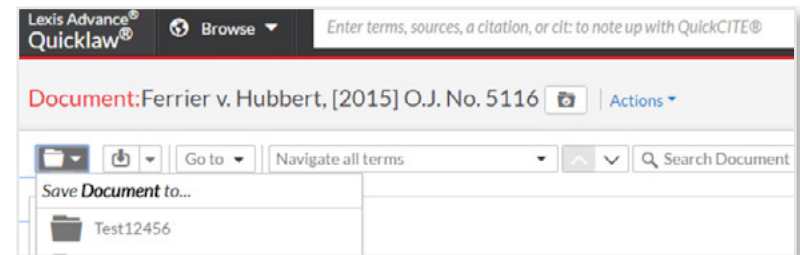
- From either the results page, or from a document, select the checkbox to the left of the document, and select the “Add to Folder” option above the results view, or the “Add to folder” option on the right of the case name in document view. In order to access the folder, click the “view folder” link at the top of the page. A maximum of 100 documents can be placed into the folder.



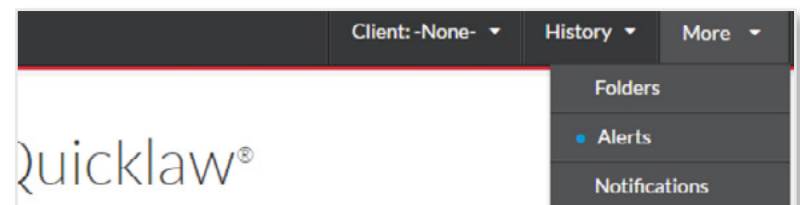
- From the results list, select the checkboxes next to the documents you wish to add. Select the Add to folder icon at the top of the results list. A list of folders appears. If you see the folder in which you want to store the list, simply select it. If you do not see the folder you want, select Choose a folder. The Add to Folder dialogue box appears.



- While viewing the document, select the Add to folder icon icon at the top of the document. If you see the folder in which you want to save the document, simply select it. If you do not see the folder you want, select Choose a folder. The Add to Folder dialogue box appears.



- Multiple folders can be created by the user. Folders can be accessed by selecting “More” dropdown on the top right hand side of the page, and choosing “Folders”



Accessing History

- ▶ Recent Searches: Click the History & Alerts tab. Click the History subtab, then click the Recent Searches subtab. A list of your recent searches appears. Each search you have run over the past 30 days is listed (up to a limit of 100 searches).

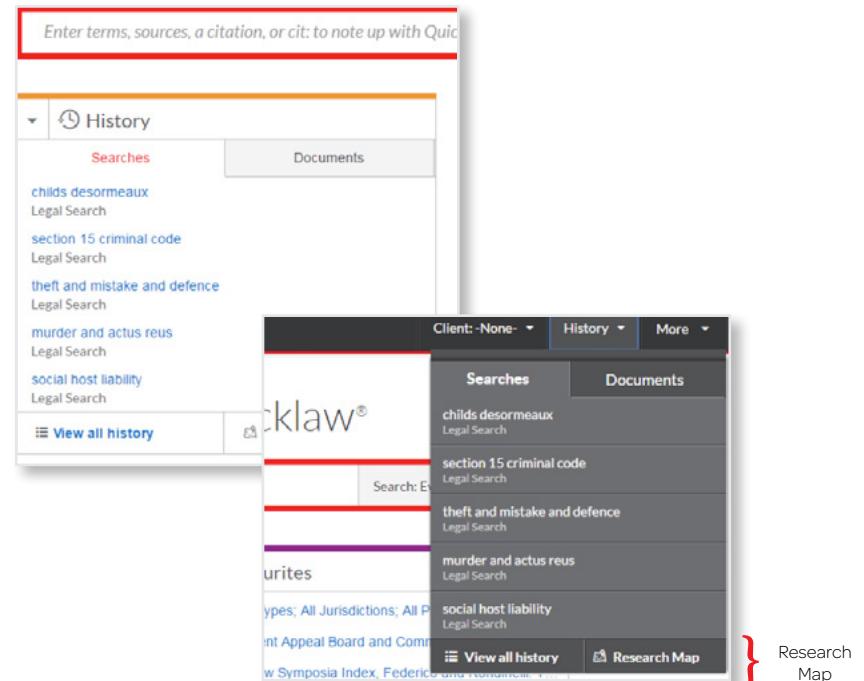


- ▶ Recent Documents: Click the History & Alerts tab. Click the History subtab, then click the Recent Documents subtab and a list of your documents is displayed. Each document you have viewed over the past 30 days is listed (up to a limit of 100 documents).



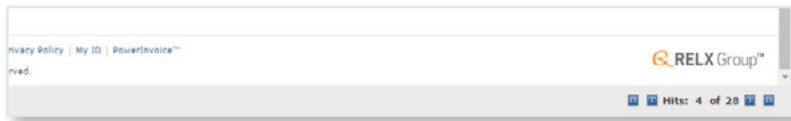
- ▶ You can view a list of your last 5 searches and a list of the last 5 documents you have opened in the History pod on the home page or by selecting the **History** button at the top of any page. You can view the entire history list by selecting **View all history** at the bottom of the History Pod or by selecting the **History** button and by selecting **View all history** at the bottom of the list that appears.

You can also access a “Research Map” for a more visual representation of your history steps. Display the Research Map by selecting Research Map at the bottom of the History pod on the home page or by selecting the History button at the top of any page and selecting Research Map at the bottom of the list that appears.

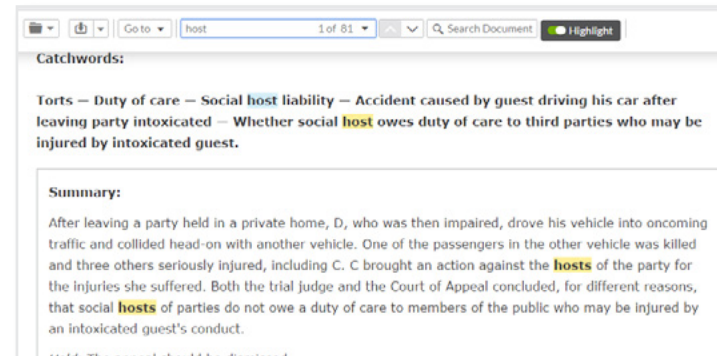


Viewing Document Hits

- ▶ When viewing a document after searching, the total number of hits for all your terms will appear in the bottom right hand side of your screen. Click on the back and forward arrows in order to jump to each term, or to the first or last hit.



- ▶ When viewing a document after searching, use the “Navigate all terms” feature at the top of the page to see the individual number of hits for each search term, and jump to each instance of the term using the up and down arrows.



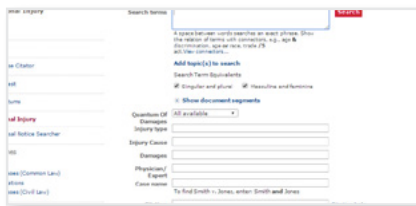
Carlson Personal Injury

- ▶ Carlson Personal Injury Quantum of Damages can be accessed in Quicklaw clicking the court cases tab at the top of the page. From the next page, choose “Carlson Personal Injury” on the left hand side.

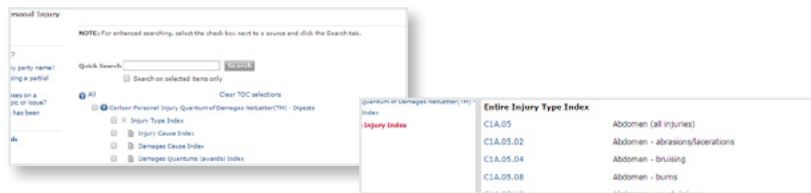


- ▶ From the next screen the user has the ability to either Search Carlson using a search form template, or Browse Carlson using a Table of Contents.

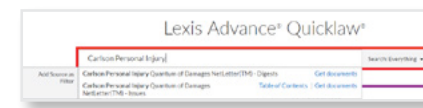
Searching allows the user the ability to enter various pieces of information such as Quantum of Damages, Injury Type, Injury Cause and Physician in order to search for cases that match those criteria.



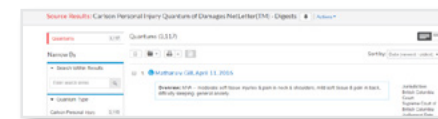
- ▶ Browsing allows the user to ability to view a Table of Contents index for specific categories in Carlson, and find cases that match a specific Injury type, or injury cause for example.



- ▶ Carlson Personal Injury Quantum of Damages can be accessed in Lexis Advance Quicklaw by searching or browsing. A user can type in “Carlson Personal Injury Quantum of Damages” into the Big Red Search Box. From the list of suggestion in the Word Wheel, the user can select the “Digest” options and choose to “Get Documents” from this source.



- ▶ After you “Get Documents” from this source, you are taken to a results page which provides you with all cases in the Carlson Personal Injury Quantum of Damages Digests. From here you can choose to filter further by selecting the Carlson Personal Injury option under the “Quantum Type” post filter on the right of the page.



- ▶ The Post Filters will now open up specific Carlson filters on the right hand side of the page enabling you to post filter by Quantum Damages, Type of Injury, Cause of Injury, and jurisdiction for example.

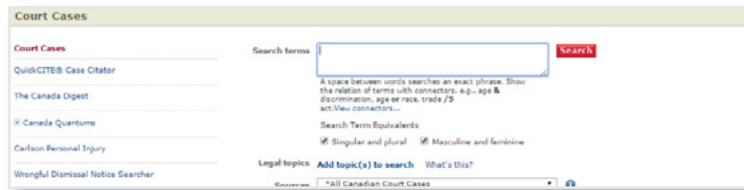


- ▶ Carlson can also be accessed by using the Browse function on the top right hand side of the page. Simply choose Browse by Sources -> Category->Quantums. From the results list you can click on Carlson Personal Injury of Quantum Digests dropdown, and choose to “Get Documents” from this source, add the source as a pre filter, or access the Quantums as a table of contents index below the drop down.

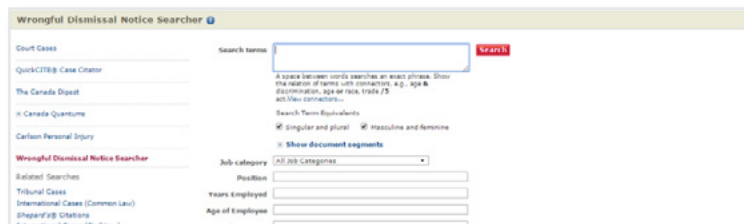


Wrongful Dismissal Notice Searcher

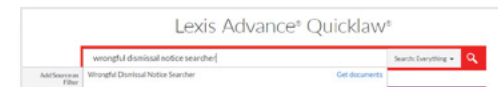
- ▶ Wrongful Dismissal Notice Searcher can be accessed in Quicklaw by clicking the Court Cases tab at the top of the page. On the next page choose “Wrongful Dismissal Notice Searcher” from the left hand side of the page.



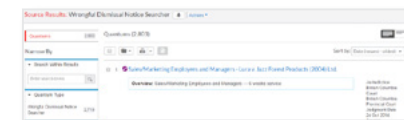
- ▶ From the next screen the user has the ability to either Search the Wrongful Dismissal Notice Searcher using a search form template. Searching allows the user the ability to enter various pieces of information such as Job Category, Position, Years Employed, and Age of Employee in order to search for cases that match those criteria.



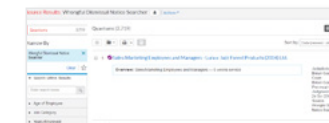
- ▶ Wrongful Dismissal Notice Searcher can be accessed in Lexis Advance Quicklaw by searching or browsing. A user can type in “Wrongful Dismissal Notice Searcher” into the Big Red Search Box. From the list of suggestion in the Word Wheel, the user can select the “Wrongful Dismissal Notice Searcher” option and choose to “Get Documents” from this source.



- ▶ After you “Get Documents” from this source, you are taken to a results page which provides you with all cases in the Wrongful Dismissal Notice Searcher. From here you can choose to filter further by selecting the Wrongful Dismissal Notice Searcher option under the “Quantum Type” post filter on the right of the page.



- ▶ The Post Filters will now open up specific Wrongful Dismissal Notice Searcher filters on the right hand side of the page enabling you to post filter by Age of Employee, Job Category, and Years Employed for example.



- ▶ The Wrongful Dismissal Notice Searcher can also be accessed by using the Browse function on the top right hand side of the page. Simply choose Browse by Sources -> Category->Quantums. From the results list you can click on Wrongful Dismissal Notice Searcher dropdown, and choose to “Get Documents” from this source, or add the source as a pre filter.



We hope you found this guide helpful as you transition from Quicklaw to Lexis Advance Quicklaw.
Please contact your LexisNexis Canada representative if you have additional questions.

