Lexis®Library provides full text access to major (general and specialised) series of UK court reports, a selection of unreported cases from upper courts and tribunals, as well as European and International case reports. There is also access to Case Overview, an annotated archive of case records.

Accessing the database
Go to the Library home page and enter Lexis Library in the Search Our Collections box. Click on the title line in the results list to link out to Lexis®Library, and, when prompted, log in with your university username and password.

Note: Personalisation services, e.g. Alerts, Saved searches etc. will only be available when using off campus access via the UK Federation (Shibboleth) link.

Searching for UK case law
Find a Title...
Use the Find a Title… search option on Lexis®Library Home page if you know the parties in a case or the citation. The service defaults to All subscribed cases. Enter the name(s) in the search box, e.g. Brown v Stott, and click on Find.

You can also enter the citation in the Case name or citation search box. You may ignore brackets and other punctuation, e.g. 2004 2 AC 323.

Cases search screen
From the Home page of Lexis®Library, select Cases (see top menu bar) to open the case specific search screen. This page provides more options, so you can perform a more sophisticated search. It is not necessary to complete every field on this screen. The default search is All subscribed cases sources. See the options in the image below to change your sources.

Follow the link to select a topic from the list of legal topics

Click on the arrow to open the drop-down list, and select a specific series of reports

Click on More sources to view the complete list of UK law report series

When clicking on the More sources link, a new window will open, and you can filter your search by Topics or select a category from Publication Type list. Tick the sources you require, and click on OK-Continue. Your search will be limited to your selected publications.

Use connectors to improve your search
AND when all terms must appear, e.g. natural justice AND fair hearing.
OR when either or both words or phrases must appear, e.g. medical negligence OR criminal negligence. Use OR to link words that are synonyms, antonyms, abbreviations, alternative spellings.

AND NOT when the first term must appear but not the second, e.g. capital allowance AND NOT property.
To search for a phrase, enter the words together, e.g. *medical negligence*. To find variant word endings, use the truncation symbol !, e.g. *acquill* finds *acquire, acquires, acquired, acquisition*. Use the wildcard symbol * to replace a single character, e.g. *'wom*n* finds *woman and *women*.

Click on **Search tips** on Cases search screen for online help on using connectors.

**Viewing search results**

Search results appear in a list view. Click on the case name and citation to open the full text of the case. Click on the **View last search** tab in the top left corner to return to your original list of results.

You can restrict your search by adding other terms in the **Search within results** box. You can narrow your results by **Source Name** or by **Topic** using the links on the left hand side of the result page.

**Case Overview**

This is a comprehensive archive of case records updated daily and dating from 1502 onwards. It provides procedural history, annotations, keywords and summaries. To access the archive, click on **Cases** on the menu bar and then select **Case Overview** from the list on the left-hand side of the screen. Complete the search screen, and click on **Search**.

On the result screen, click on the case name and citation to display the short summary of the case and other useful links, like the **Case Overview & Digest, Case History, Cases referring to this case and Cases considered by this case**, etc. (See the next screenshot)

Case Overview uses symbols to provide a quick visual indication of how a case has been treated in subsequent judgments. Users should always conduct further research before deciding whether to rely on a specific case in their legal argument.

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Treatment</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>✗</td>
<td>Negative treatment</td>
<td>The decision has been subsequently reversed, disapproved or overruled.</td>
</tr>
<tr>
<td>✧</td>
<td>Positive treatment</td>
<td>The decision has been affirmed or applied.</td>
</tr>
<tr>
<td>🌟</td>
<td>Neutral treatment</td>
<td>The decision has been received neutral or ambivalent treatment: considered or explained.</td>
</tr>
<tr>
<td></td>
<td>Citation information only</td>
<td>No treatment has been given. Only citation information is available.</td>
</tr>
<tr>
<td>⚠️</td>
<td>Cautionary treatment</td>
<td>Decision has had some doubt cast upon it.</td>
</tr>
</tbody>
</table>
Appeal Tracker

Appeal Tracker is an enhancement of Case Overview which tracks the appeal status of judgements starred [*] on the All England Reporter service and are subject to appeal to the Civil Division of the Court of Appeal (from May 2008) and to the House of Lords or Supreme Court (from October 2008). The service is available from the Cases search screen. Click on the link on the right-hand side of the screen to open the Appeal Tracker page. (See image below). An appeal tracker shows the details, stages and dates of an appeal.

Searching for EU or US case law

In the Cases screen, select International Cases from the left-hand side of the screen, then select EU or Federal Cases from the Sources drop down list. If you want to search a specific source, click on More sources. You can then Filter by country and/or topic. Select a Publication Type and then tick the sources you wish to search, and click on OK – Continue. This will add your selection to the Sources list. Complete the search form as for UK case law using the Search tips to improve your search.

To return to the UK case law screen, click on the Cases tab; to return to the Home page of Lexis®Library, click on the Home tab on the toolbar.

Browsing case law

Click on Cases in the menu bar and then on Browse at the left-hand side of the screen. This will open a list of all UK subscribed report series. Scroll through the list to find the title you want, then click on the + symbol to find the year/volume/issue you require. Click on the + symbol again to view the table of contents, and click on the citation you require to open the case report in full text.

My Documents

In the top right of the page, you find the My Documents folder. It is a useful temporary store for documents you have saved from your results list. From this folder you can arrange, print, email and download your documents. A maximum of 100 items will remain saved in this folder for 30 days.

Printing, emailing and downloading documents

You can opt for delivery of a single document, a range of documents, or all of the documents in your documents folder. Click on the Print , the Email  or the Download button and follow the on-screen instructions. If you only have access to network printers we advise that you use the email option.

Online tutorials

For contextual help, click on the icon on the top right corner of the screen, and select Help. A detailed user guide and online tutorials are available under Support & Training at http://help.lexisnexis.co.uk/.

Logging off

Click on the icon and select the Sign Out link. Finally, click on OK to exit the database.

Help

If you have any problem in using this database, please contact:

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For access problems (including Out-of-Hours Service) contact the IT Service Desk:
Address: Room G84, Edward Wright Building, Dunbar Street, Old Aberdeen.
Log a problem via your MyIT portal at https://myit.abdn.ac.uk/, or Email: servicedesk@abdn.ac.uk
Telephone: +44 (0)1224 273636 (for *Out of Hours Service – call this number)