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# Lexis Middle East

Quick Start Guide - March 2019



Your Customer Success Manager

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Home page

Training videos and help guides https://www.lexis.ae/melawhelp/ Product URL

www.lexismiddleeast.com

From the home page, you can:

- Run a search after having selected a country (the last selected country is saved across session)
- Browse the entire platform content through the "Content Explorer" (p. 11)●
- Stay informed of the latest news
- Use the "Case Pathfinder" to filter cases in a flexible manner (p. 12) ●
- Access a translation of the latest official gazette index from the Gulf region
- Get informed regarding the latest content uploaded on the platform •



## Content type symbols

Throughout the platform, symbols are used to indicate which content type family each document belongs to.

### The symbols are:

- For legislation
- For case
- (•) For current awareness (legal news and magazine articles)
- For practical content
- For books

## CONTENT EXPLORER

Co	ontent Type	App
Ê	Laws	Lega Nov 2
	Gazettes	In an acce
	Regulatory	agaiı that
·T·	Cases	A st
(0) ©	Magazines	in tl
	E-Journals	Mar
	Legal News	Part impa
	Questions & Answers	indu
	Gulf Legal Advisor	
Ľ	Books	La
		Gov

## News

#### Application for an Anti-Suit Injunction: Dismissed Legal News • Dubai International Financial Centre •

egal News • Dubai International Financial Centre lov 2018

In an order dated 31 October 2018, the DIFC C accepted that a party seeking an anti-suit injunagainst proceedings in a foreign court must sho that proceeding before the...

## A steady progression of Artificial Intellige in the legal industry

#### Legal News • UAE Federal • 8 Nov 2018

Mark Rigotti, Chief Executive Officer (CEO) and Partner, Herbert Smith Freehills talks about the impact Artificial Intelligence is having on the leg industry.

# atest gazettes

**Government of UAE Official Gazette** 

## Fast track

The Fast track is a new way to access the document that you are looking for inone click if you know its title.

Just type in few characters from the document title (after having chosen a country) and the Fast track list will open. The list will show the most relevant documents that contains these characters (e.g. "civil", "422", etc.).

When you click on one document in the Fast track, the document will open directly: you won't have to go through the list of search results.

To conduct a regular search, you just have to hit the return key or to click on the red magnifier icon.





## Search results filters

On the left part of the search results screen, you can filter the results by: Jurisdiction, Content type, and topics.

Additionally, when you have selected a specific content type, you can also filter results by: Nature (Laws), Agency (Regulatory), Court Name (Cases), Magazine Title (Magazines), Type & Company (E-journals), Provider (Legal News), Source (Q&A)

#### Jurisdiction

In the Jurisdiction section, you can switch from the country that you have selected on the home page to any of the country available on the platform (i.e. on the home page the choice of country is limited to countries with large content coverage, but here you can also opt for a country with smaller coverage).

In the Jurisdiction section, you can also filter down by Emirate (UAE only) and by Freezones (vs. onshore content).





## Search results filters (cont.)

### Content Type

In the Content Type section, you can select specific types of content.

Clicking in the central section of the box will result in switching from one content type to another. E.g. if you had selected "Laws" earlier and if you click on "Gazettes", it will automatically remove the "Laws" results to only display the "Gazettes" results.

azettes (1.300)

If you want to select several content types at the same time, you have to select a first one and then click on the plus sign next to the ones you want to add. E.g. if you had selected "Laws" earlier and if you click on the plus sign of "Gazettes", it will automatically add the "Gazettes" results to display both the "Laws" and the "Gazettes" results



# Search results filters (cont.)

#### Filter tags

Apart from the Jurisdiction filter, when any filter is applied a corresponding tag is shown on top of the result list. Clicking on the cross sign of a filter tag will result in the removal of that filter.

#### Topics and additional filters

Topics and additional filters work by ticking/unticking the boxes next to the selected items. Some items have subcategories that can be accessed by clicking on the chevron sign.





# **Date filter & Lexis Recommends**

#### Date filter

The date filter is a new way to filter the results over a specific period of time.

The graph represents the number of result occurrences per year. It will update based on your search terms and on the other filters that you have applied.

To filter by date, just click and drag to select a time frame. It will automatically create a filter and filter tag will show at the top of the result list.

The date filter can be modified by:



- Clicking the center of the time frame and dragging it to "slide" the time frame
- Clicking on one side of the frame and dragging it to extend date period
- Clicking on the filter tag cross to remove date filter

#### Lexis Recommends

The "Lexis Recommends" section shows practical content and commentaries that could be relevant to your search.





# **Drill down & Result list shortcuts**

### Result list shortcuts

Below each result, buttons enable you to directly access information relevant to each document.

For example, clicking on "Original document" will allow you to directly open the Arabic version of a UAE law.

#### Drill down

Below each result, you can see a short excerpt highlighting where the search terms appear in this document, but this is sometime not sufficient to understand if the document is relevant for you.

Clicking on "Drill down" will show you the 10 most relevant excerpts from the different sections of the document. For example, for a law, it will show you the top 10 articles that are mentioning your search terms.

Clicking on one excerpt in "Drill down" will open the document and take you directly to the section of the document from which the excerpt is from.





# Dynamic Table of Contents, Document extraction, & Related documents

#### Dynamic Table of Contents

The Dynamic Table of Contents helps you understand what is the section of the document that you are currently looking at by highlighting it in red in the table. If you scroll up or down, the highlight will change accordingly in the table.

A search field at the top of the table allows you to type in an article directly to jump right to it.

### Document extraction

Clicking on "Original language" will open the source document. E.g. a law in Arabic for the UAE

Clicking on "Download PDF" will open the PDF version of the document that you are currently browsing. The extracted PDF are searchable. They include a clickable table of content as well as bookmarks.

### Related documents

"Referenced documents" are links towards documents that are cited by the document that you are currently browsing.

"Related documents" are links towards documents that are referring to the document that you are currently browsing.





# Lexis Middle East | Quick Start Guide Search Highlights

When you browse a document after having conducted a search, the search terms are highlighted in the document.

Additionally the sections of the document that are containing these search terms are highlighted with a blue bar in the table of content.





# **Content Explorer**

The navigation through the Content Explorer starts from the home page by clicking on a content type.

It allows you to browse the entire content of the platform. The browsing path is tailored to each content type. E.g.

- Laws > Jurisdiction > Topic, etc.
- Regulatory > Agency, etc.

At each step of the browsing you can see the complete list of documents by clicking "See all" or you can continue drilling down through the content.

### Lexis Middle East - Content Explorer





# **Case Pathfinder**

The Case Pathfinder allows you to filter all the cases of the platform in a flexible manner by adding filtering criteria in the order that is the most relevant • to you.

Click on the plus sign to add a criteria. You have the choice between Court, Date, and Topic. You can add a second and a third criteria by doing the same.

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Add a criteria

General Civil Procedure & Administration of Justice

When a criteria has been set, you can click on the "shuffle" button to modify it.

If you click in the center of a previously set criteria, it will remove all the criteria that have been set after that one.



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DIFC 338/2018 (1) Izvk (2) Izzie v Ineka

Cases • Dubal International Financial Centre • 27 Nov 2018 Landlord and tenant - Claim for breach of tenancy agreement and late payment fees - Contest to jurisdiction

#### • DIFC 311/2018

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## Mobile access

The entire platform can be easily accessed from a mobile phone or a tablet as its design alters to provide the easiest navigation on the device you are using.





# **Boolean Operators**

It is possible to use the following Boolean Operators to enable you to conduct extremely precise searches within the search terms box.

### + (plus sign)

+ represents the Boolean operator "and". It requires both terms to be in each item returned. If one term is contained in the document and the other is not, the item is not included in the resulting list.

Example: Arbitration + Dubai

## + - (plus sign followed by minus sign)

+ - represents the Boolean operator "and not". There should be no space between the minus sign and the excluded term. The first term is searched, then any records containing the term after the operators are subtracted from the results.

Example: Arbitration + -Dubai

## "" (Quotation Marks)

"is for searching an exact phrase.





# Thank you.

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