National Graduate Institute For Policy Studies Library

LexisNexis Academic Basic

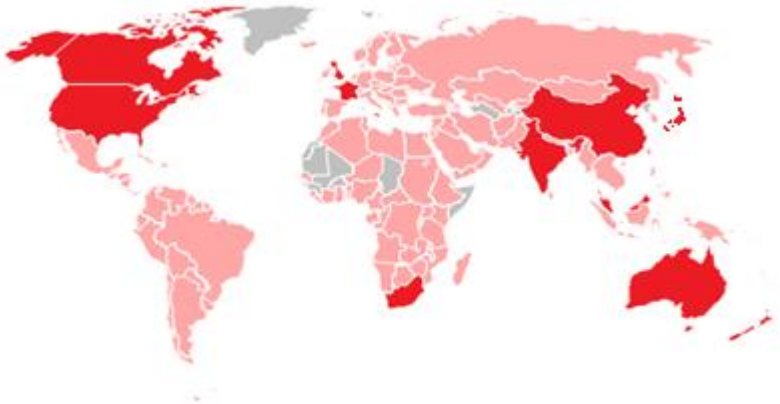
Please use to research the information for your learning & interesting & etc.

LexisNexis®

LexisNexis® Fast Facts

Founded: 1973
World Headquarters: New York City
Parent Company: Reed Elsevier / RELX
Global Reach: Customers in 100 countries

Strong Global Footprint



Europe:

United Kingdom (#1)
France (#1 legal online)
Germany
Netherlands

North America:

US (#2)
Canada (#1 legal online)

Other country:

Australia (#1 legal online)
South Africa (#1)
New Zealand (#1)
Japan(#2)
China and Hong Kong (#1 legal online)
India (#1)
Malaysia (#1)
Singapore (#1)
Russia

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Agenda

- What is LexisNexis Academic?
- Interface overview

General Search

A) Easy Search
   1. Combined Search
   2. Search the News
   3. Get Company Info
   4. Research People

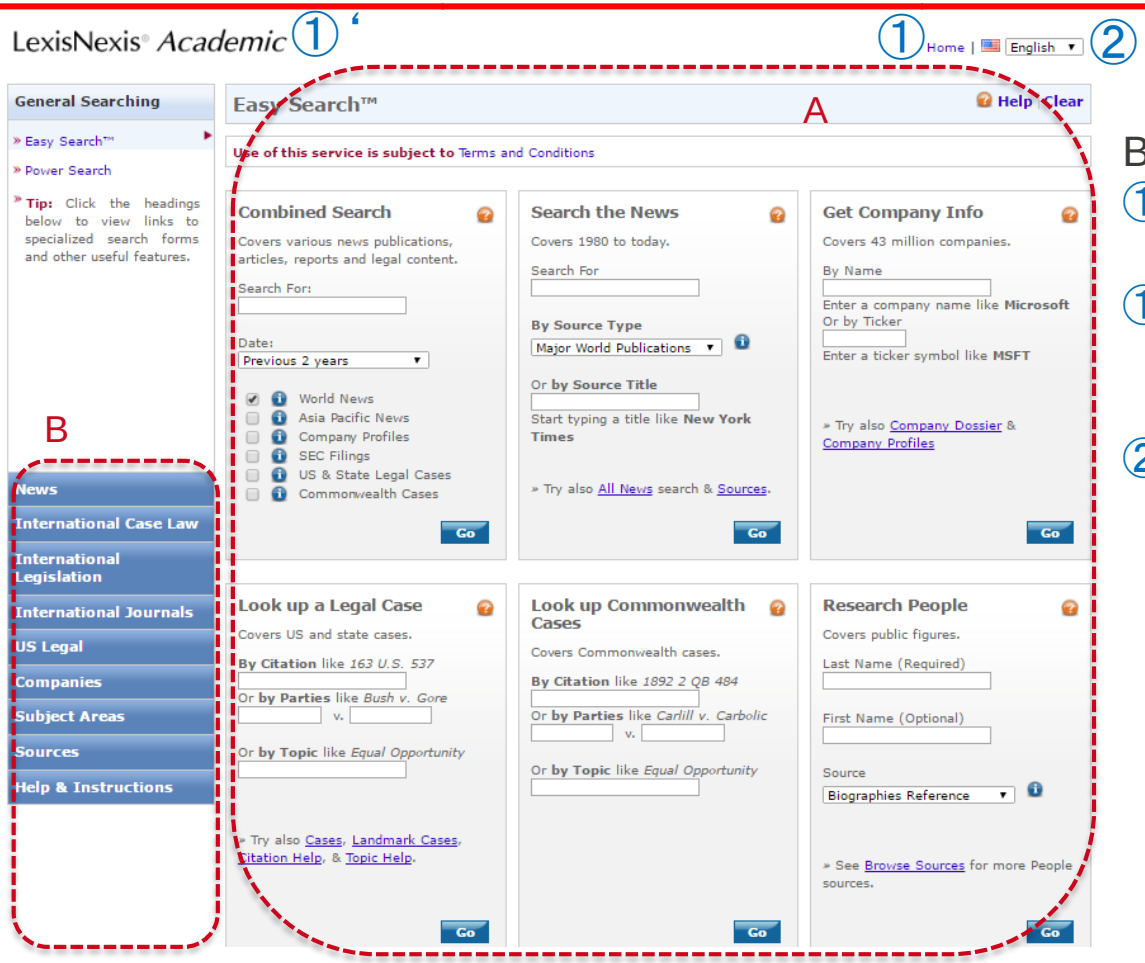
B) Other Search Form
   1. Power Search
   2. News : All News
   3. News : TV & Transcription
   4. Company Dossier
   5. Find Source
   6. Subject Area
   7. US Legal

* Appendix

What is LexisNexis Academic?

- Researchers can quickly and easily search **full-text documents from over 17,000 credible sources** of information and pinpoint relevant information for a wide range of academic research projects (More than 3,000 universities choose LexisNexis Academic for its)
  - More than 1,000 magazines and journals and over 1,000 newsletters, including Newsweek®, *Library Journal*®, *New Republic and Variety*®
  - Hard-to-find broadcast transcripts from the major television and radio networks, including ABC News®, CBS News®, CNN®, FOX News®, NBC®, MSNBC® and NPR®, as well as political transcripts, press briefings from the U.S. State, Justice and Defense departments, and presidential news conferences
  - Wire services, updated several times a day, including respected names such as the Associated Press®, Business Wire® and PR Newswire®
  - Non-English-language newspapers, magazines and 3,000 other sources available in Spanish, French, German, Italian, Dutch, Portuguese and Arabic
  - Almost 24,000 social media feeds, available through collections such as State Capital Newsfeed, Social Media, Newstex Blogs, Federal Newsfeed and others.

Interface Overview



Back to Home page

① “Home” link(Upper right)
Or
①‘ “LexisNexis Academic” link (Upper left)

② “Drop Down List” (Upper right)
Select Language for the interface

A) Available 6 forms to search by category
B) Each category has sub category to search by appropriate condition.

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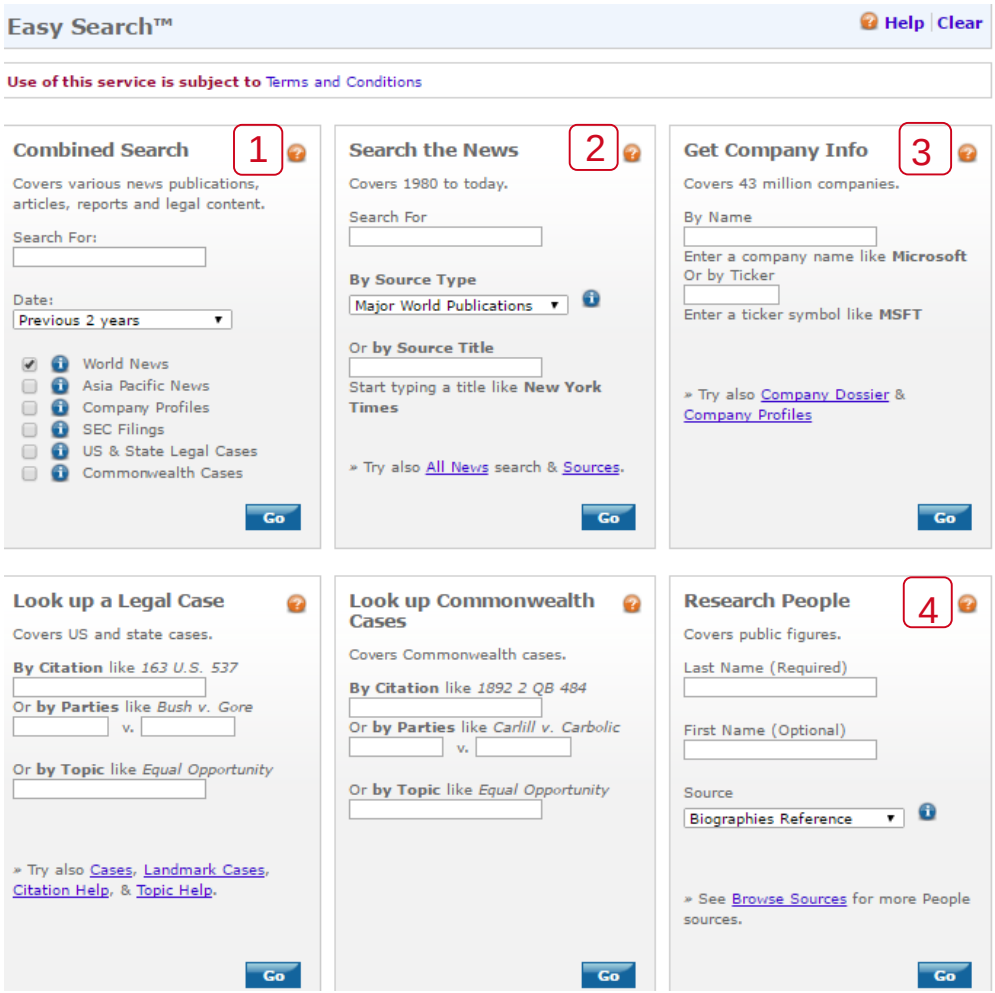
A) Easy Search



1 Combined Search
cross search from 6 group sources

2 Search the News
search from various news sources

3 Get Company Info
search for a specific company information from company sources

4 Research People
search for famous or public people from person's source or news

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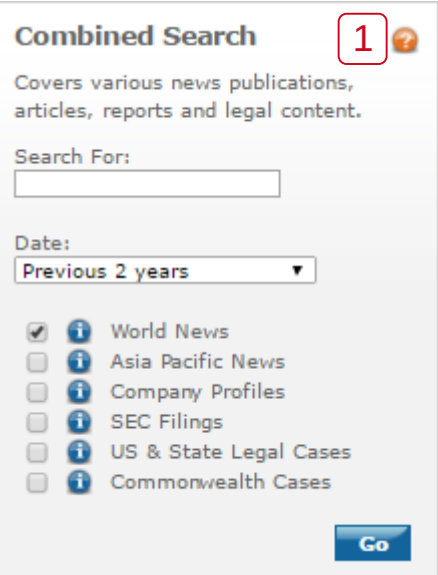
1. Combined Search



cross search from 6 group sources

Search for：Input keyword

alphabet or number (none double byte character)

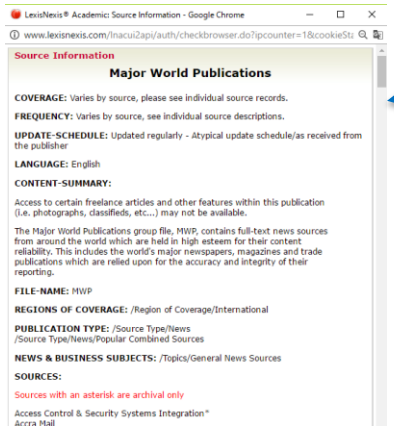
・uppercase and lowercase are same handling
(for capital identification, please see appendix)

・Boolean and wild card searching (please see appendix)
use " " for phrase search

Date：Select from the list

Group Source：multiple select

・Click, shows "Source Information"



ex）Keyword ＝ Macroeconomics and Microeconomics
Date ＝ 2 years
Group Source ＝ World News, ASIA Pacific News, Company profile

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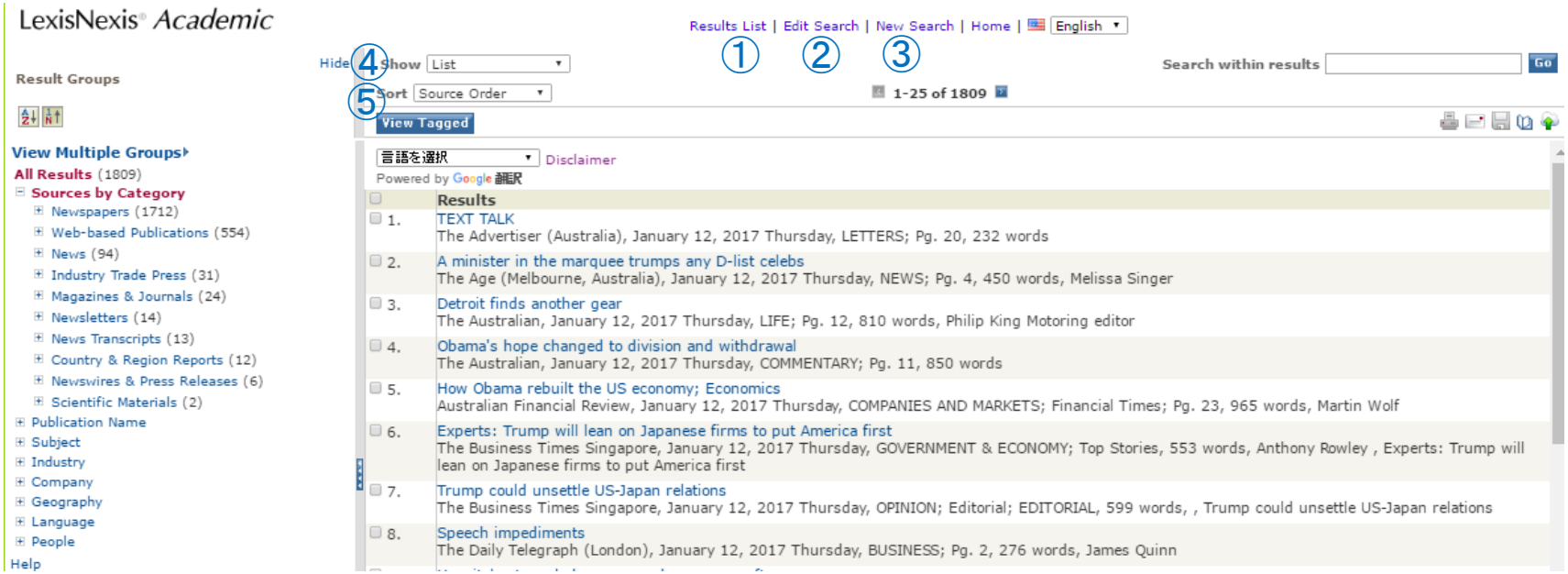
1. Combined Search　Result View

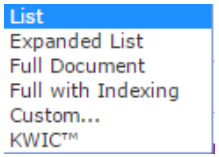


① Result List：back to this result page from full text page view

② Edit search：back to edit search form, remain the condition

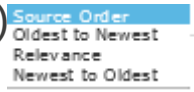
③ New Search：go to blank the search form

④ Show: change the view of result lists



List：Basic information
Expanded List：Basic information + condense of back and forth the keywords
Full Document：All Document
Full with Indexing：All Document ＋Index
Custom：Customization
KWIC：25 words for back and forth the keyword

⑤ Sort: Order for sort of result list（Select from the list）



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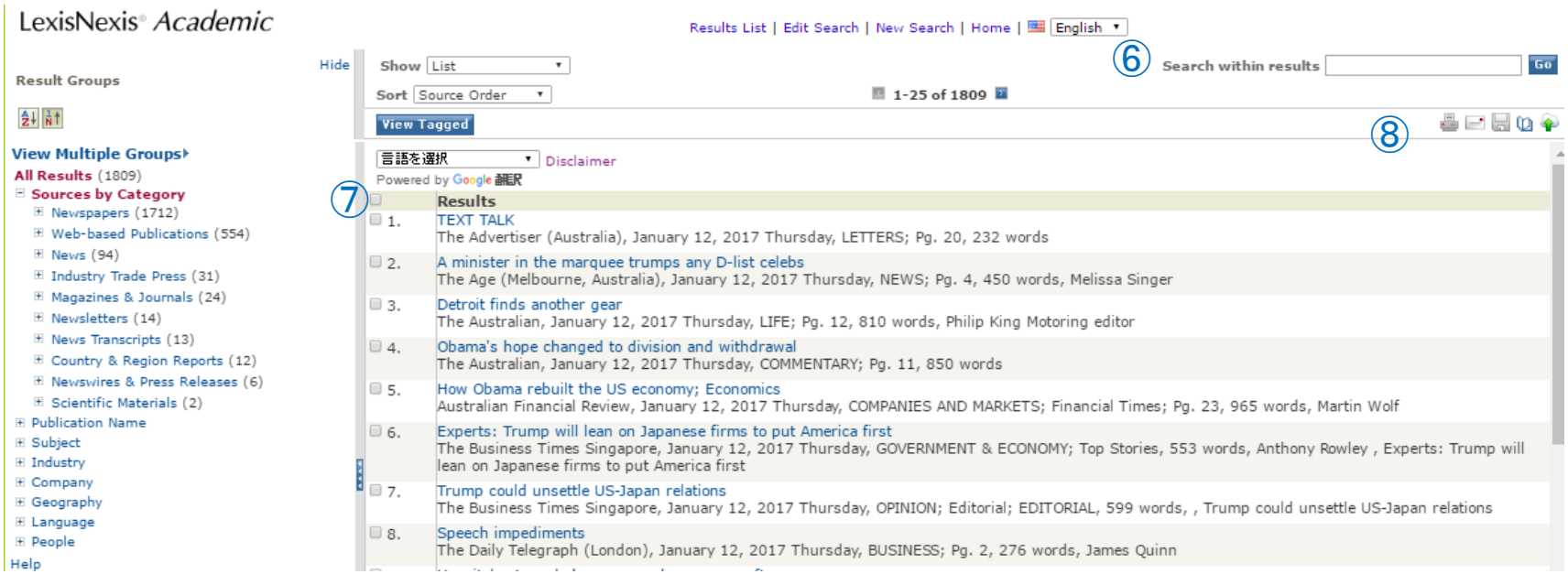
1. Combined Search　Result View



⑥ Search within result: Narrow by the additional key term from the result lists
ex) Consume

⑦ Results : ☑ Select all visible lists(It relate with ⑧)

⑧ Operation for the select document

Print　Send to Mail　Download　Export Bibliographic References

Cloud(Setting by the customer)

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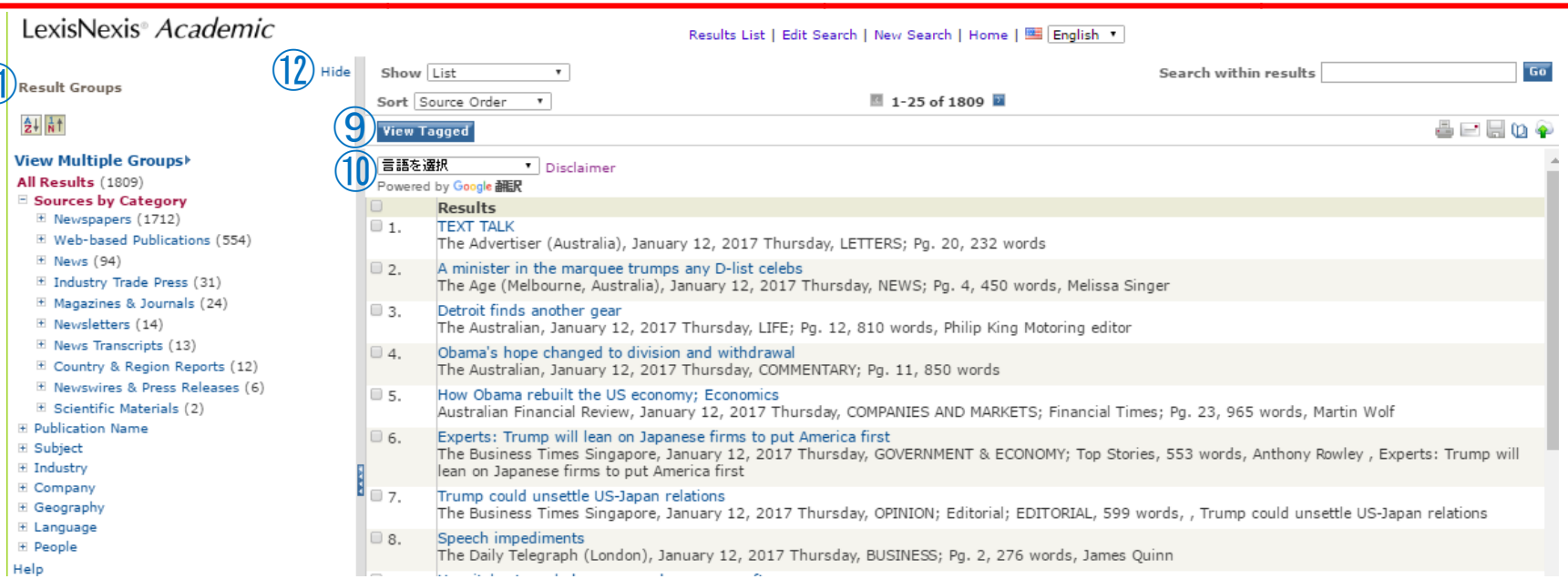
1. Combined Search　Result View



⑨ View Tagged: only show the selected documents

⑩ Select language: translate by Google

⑪ Result Group: Narrow by the category or translate by Google

⑫ Hide and Show : for left frame

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1. Combined Search　Documents view

① Source・Publication：Publication Name

② Date：Issue date

③ Headline：Headline

④ Byline：Name of writer

⑤ Section：Section

⑥ Length：How many words

⑦ Lead：Lead

⑧ Body：Body

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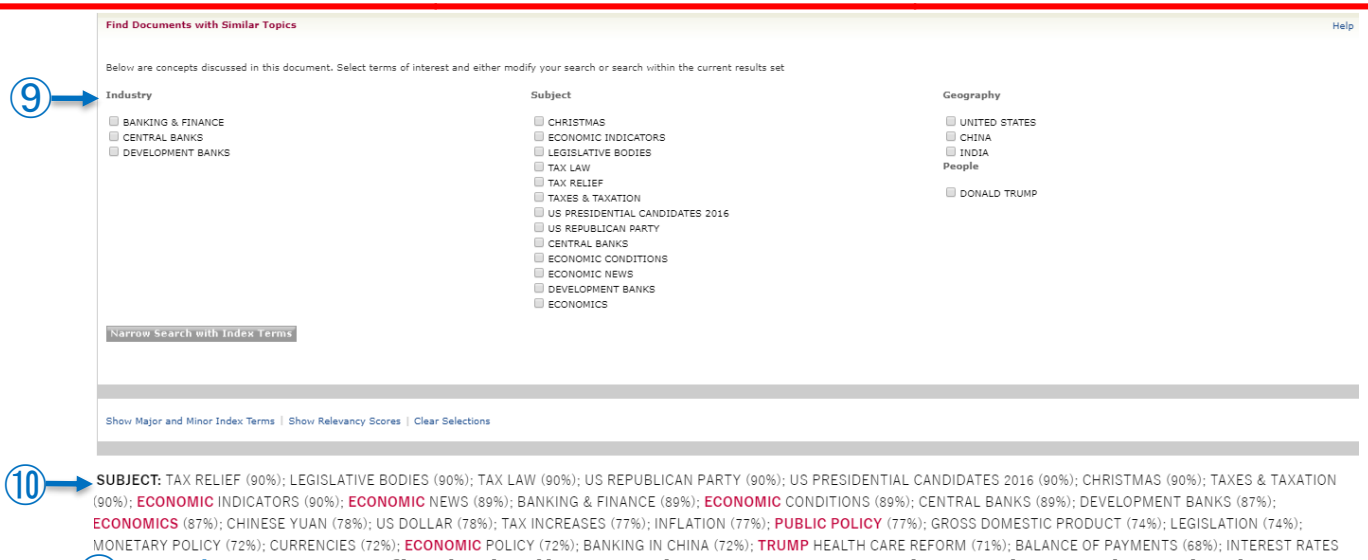
1. Combined Search　Documents view



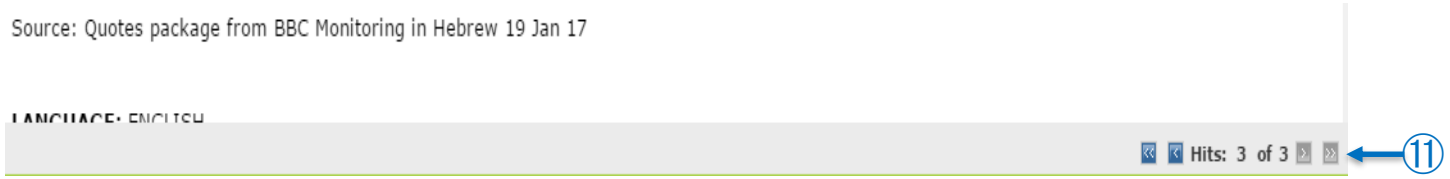
⑨ Topics：Can find similar topic to narrow down by select index term

⑩ Subject：Index

Smart Indexing Technology：

LexisNexis analyzing the documents and add to index it

ex）　SUBJECT, COMPANY, PERSON, STATE, COUNTRY, INDUSTRY



⑪ Hits：how many search terms hitting in the documents

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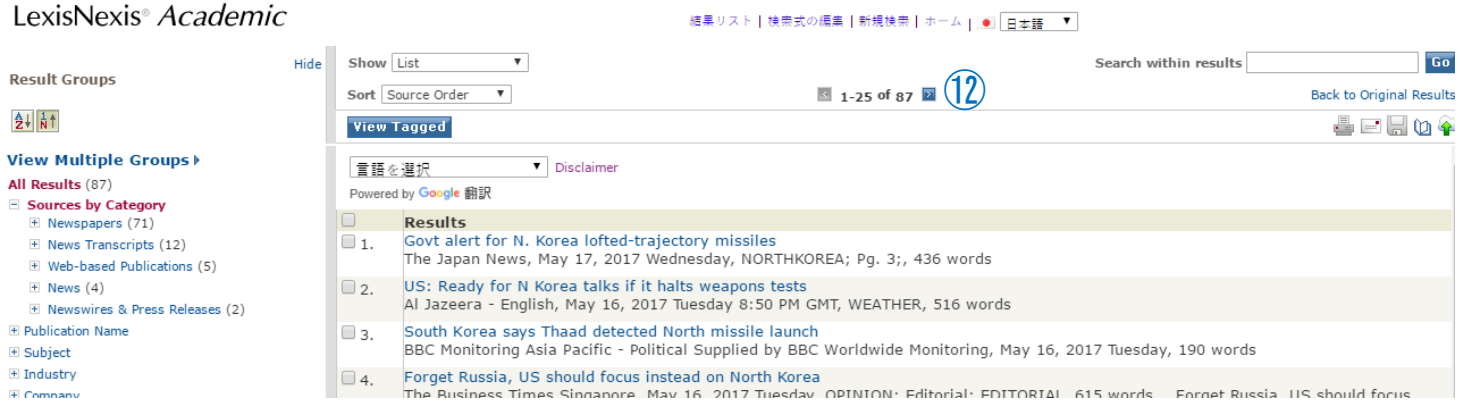
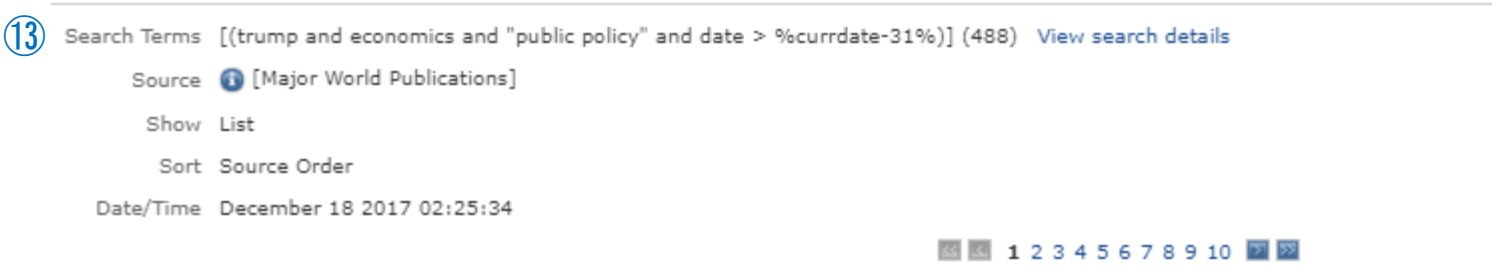
1. Combined Search　Documents view

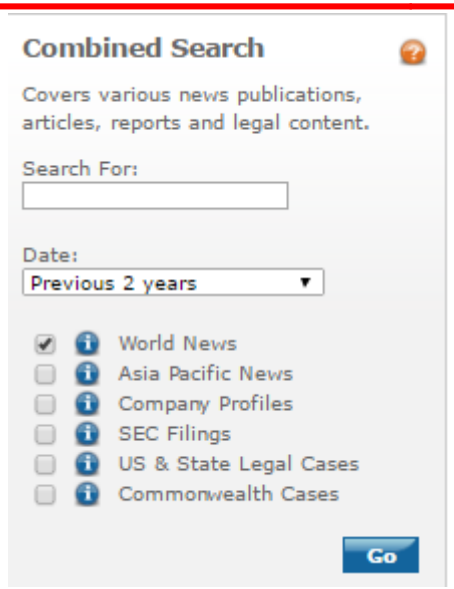


⑫ Result Number： move to next result lists page



⑬ Show the Search formula, Source other

Exercise 1　Combined Search



Let's try

Search For:

Date:

Source:

How many result?:

Additional: Try "Search within result"
(add some keywords for the result lists)

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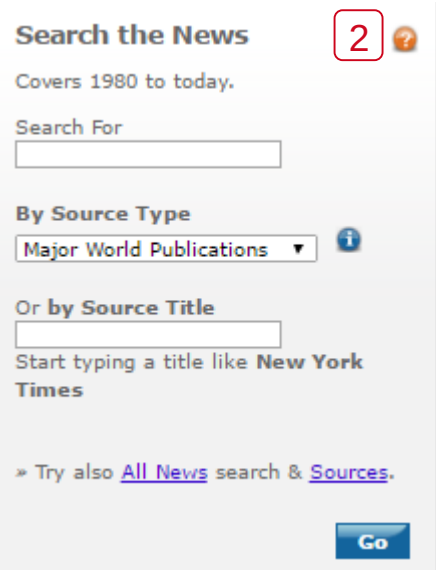
2. Search the News



Search from various news sources

Search for ： Input keyword

・natural language search (max result = 1000) for below

when a) research general or conceptual

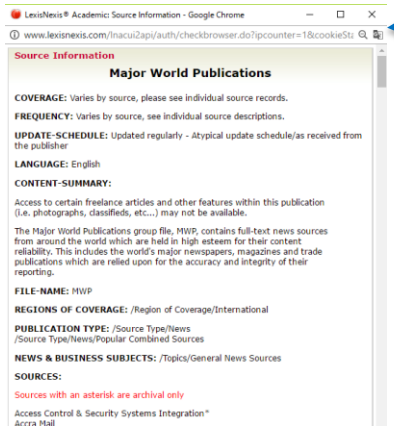
b) know only a few basic terms

c) not familiar with term and connectors

＊Result may not have all keywords by natural language search

By Source Type： Select from the list

・Click ℹ, show “Source Information”



ex allcaps(sdg)
for SDGs

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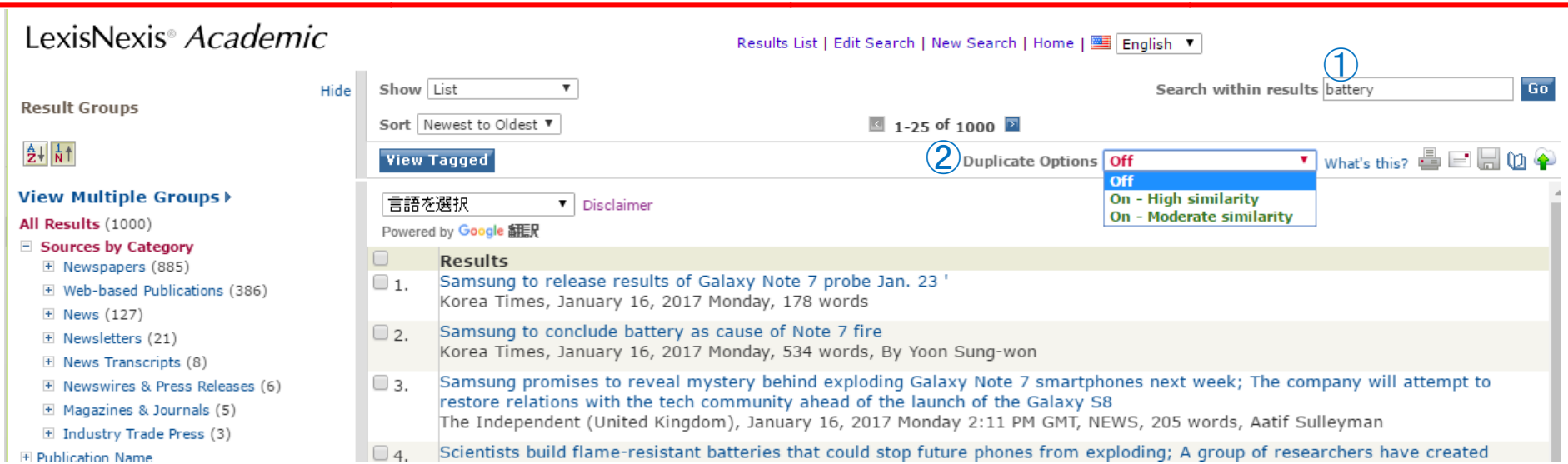
2. Search the News Result View

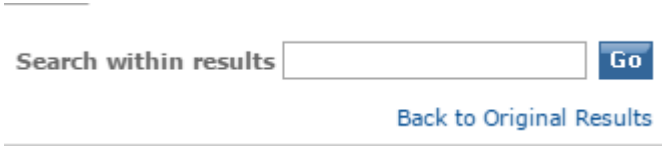


① Search within result

Typing keyword for narrow down from the result

ex a) people or human

ex b) peace



back to original result by it

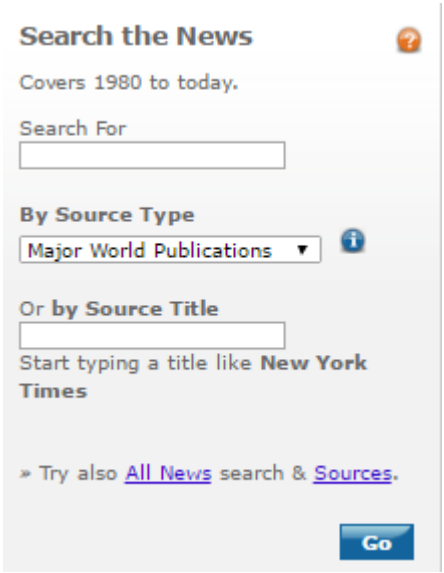
or

Result List link

② Duplicate Option

Select from off or on (2 type for On)

Exercise 2 Search the News



Let's try A) and B)

Search for:

A) By Source Type:

How many result?:

B) By source Title

How many result? :

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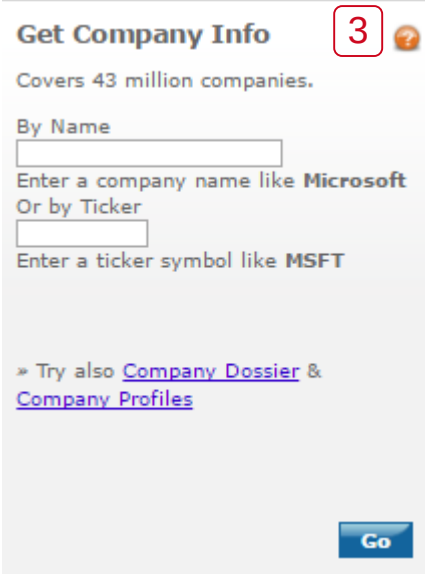
3. Get Company Info ex)



Search for a specific company information from company sources

By Name: Input company name
＊input correct name or name of part

ex) Tesla

OR

Ticker：Ticker Symbol (uppercase , lowercase OK)

ex）TSLA

ex）General Electric＝GE
Microsoft＝MSFT
Yahoo＝YHOO
Yahoo! Japan=4689
Google＝GOOGL
APPLE＝AAPL
facebook= FB
Sony＝SNE
NIKE＝NKE

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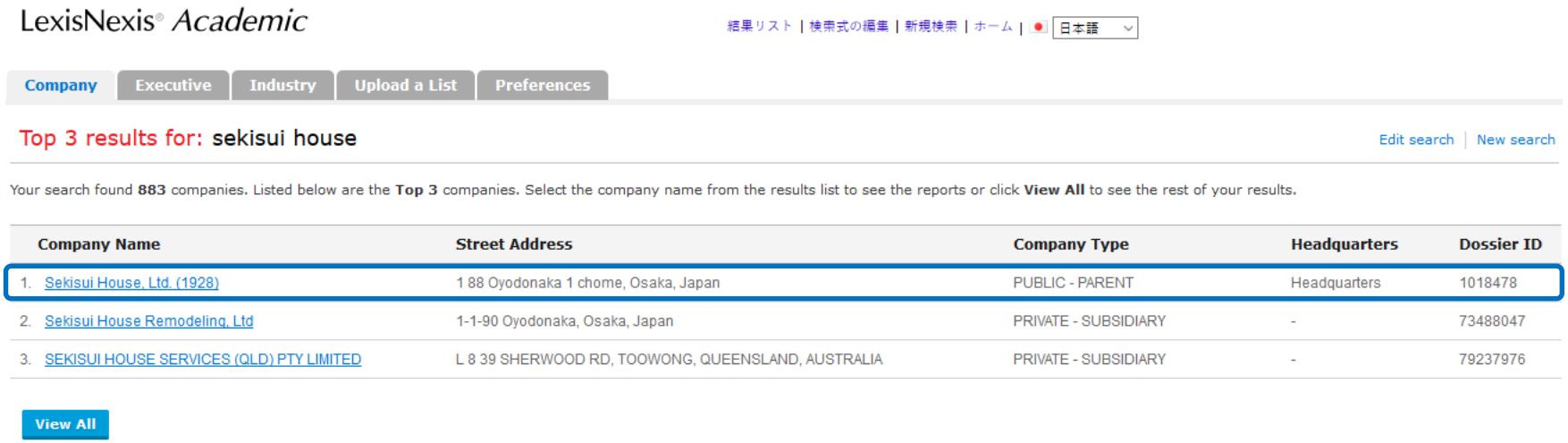
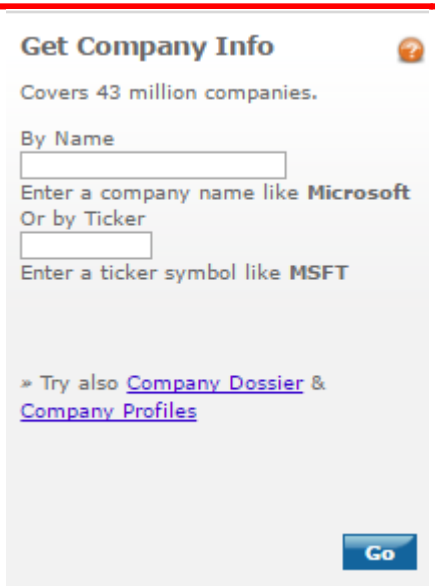
3. Get Company Info　Result View



Company name shows TOP3, but result has　more number
If you would like to see all , click **View All** button.

For Company Type
PUBLIC（public company）- PARENT
PUBLIC（public company）- SUBAIDARY
PRIVATE（private company）- PARENT
PRIVATE（private company）- SUBAIDARY

Exercise 3 Get Company Info



Please try A) and B)

Search for:

A) By Name:

B) By Ticker

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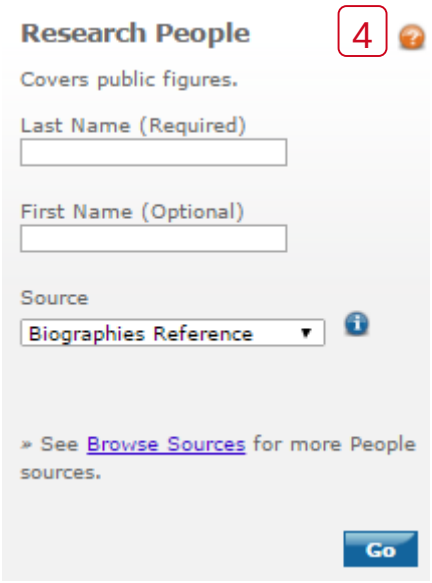
4. Research people



Search for famous or public people from person's source or news

Last Name：required

First name：optional

Source：

- Biographies Reference
- Recent News Source

ex）
last Name ＝ honjo
First Name ＝ tasuku
Source ＝ Biographies Reference

Exercise 4 Research people

Let's try

Last name:

First Name:

Source:

For Other Search Form

Select appropriate Search Form

1 Power Search
Search for everything from News, Company, Industry, Person, etc

2 News
Search from News, Newspapers, Newswire, Transcript, Business & Industry, None-English language News, College & University News,

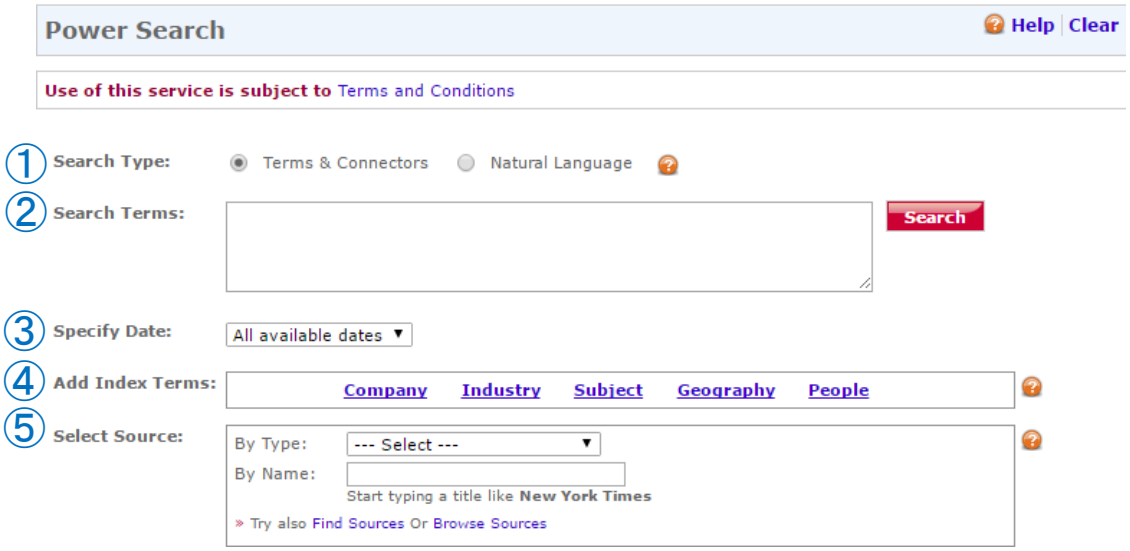
3 Companies
Search company information by Company Dossier, Create Company list, Compare Companies, Company Profiles, SEC Filing

4 Subject Areas
Search by the Subject category form

5 Sources
Search from specific sources

6 Help & Instructions
Wiki Research Guide, You Tube for Academic

1. Power Search



① Search Type：Select search type

② Search Terms：Input term according by ①

③ Specify Date：Select from the list

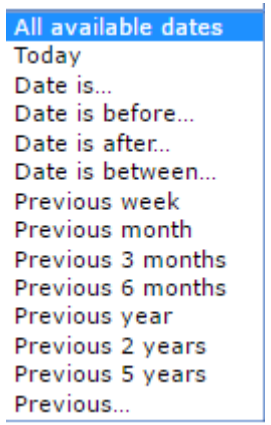
＊customize by select from the lists

④ Add Index Terms: Add index team by 5 categories

Pick up article by index

⑤ Select Source: Narrow down by the category or specify target source

③



⑤

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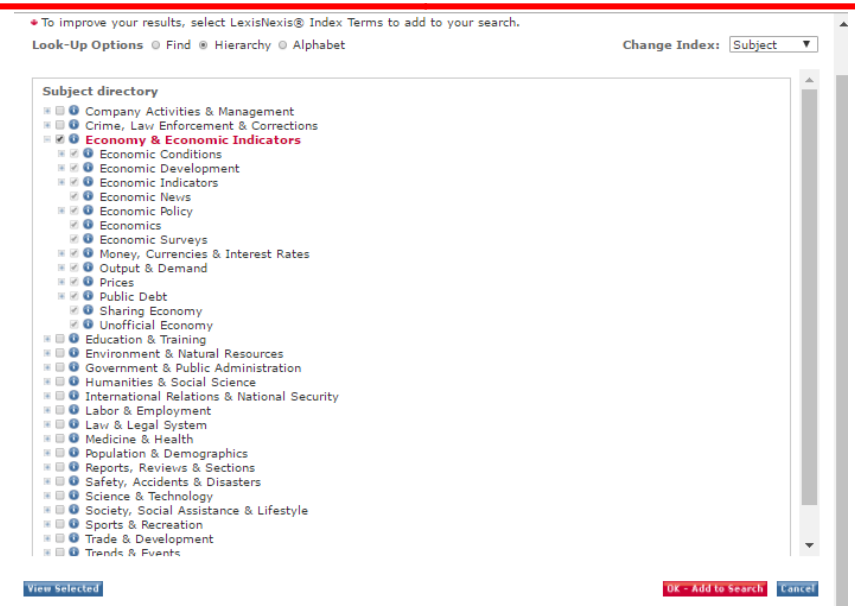
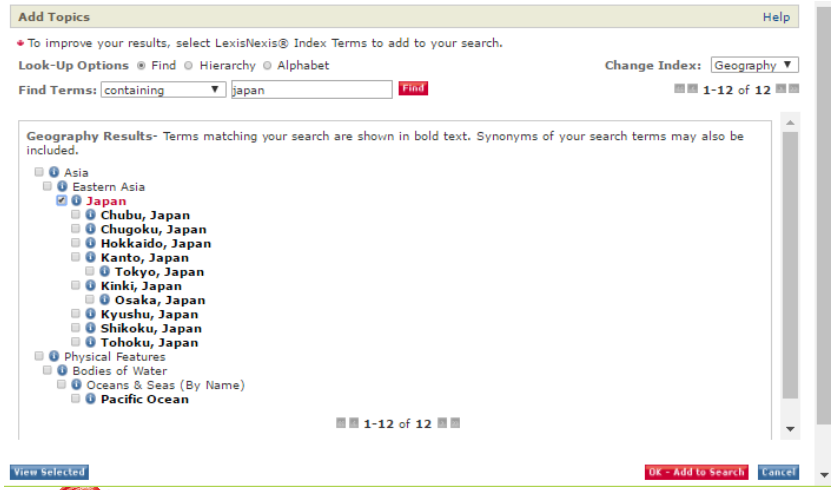
1. Power Search Add index



←Ex) Click the Subject
Select by the ☑
☑ECONOMY & ECONOMIC INDICATORS
Click OK - Add to Search



←Ex) Click Geography
Select Look-Up option: Find or Hierarchy or Alphabet

Find Term : input key term, then click Find

Select by the ☑ from the lists, then click OK - Add to Search
☑Japan

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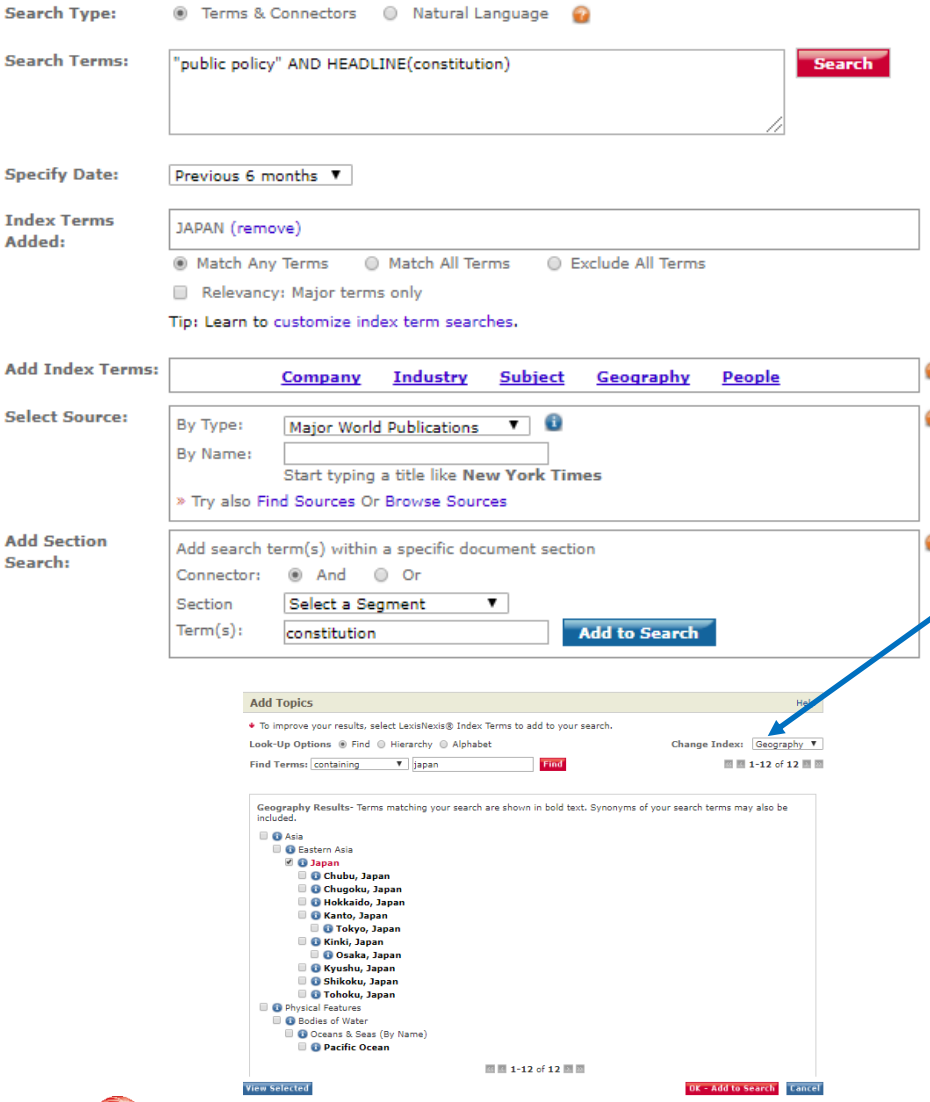
1. Power Search ex)



Search Type : Term & Connectors

Search Terms :"public policy"

Select Source : Major World Publications

Other ex) Search Terms :"Monetary Policy"

Specify Date : Previous 6 months

Add Index Terms : Geography (find :Japan)

Add Section Search:

Connector AND
Section HEADLINE
Term constitution

∗ It shows in the Search Terms:

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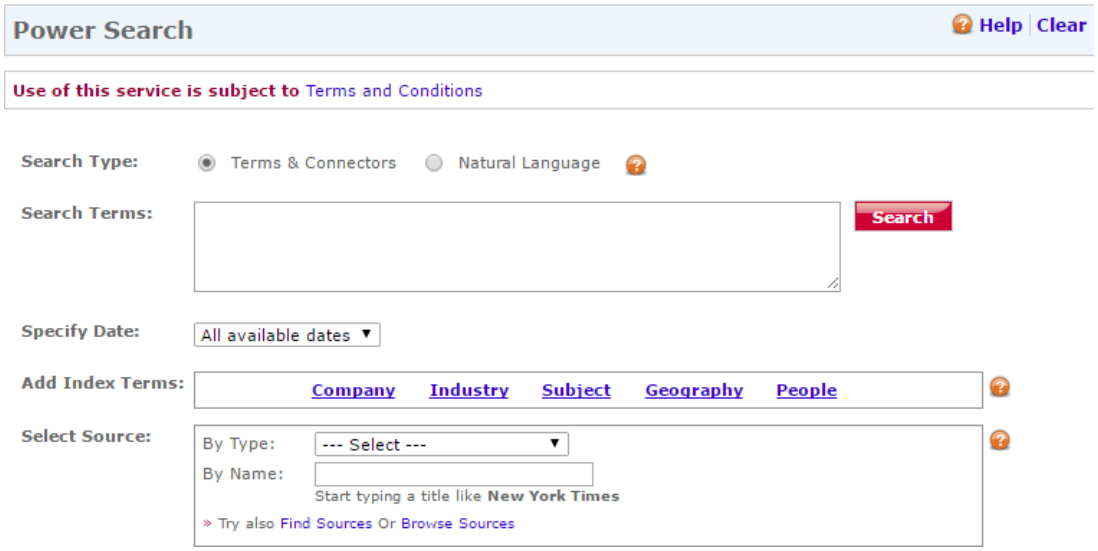
Exercise 5　Power Search



Let's try

Search Type ：

Search Terms ：

Specify Date ：

Add Index Term:

Select Sources:

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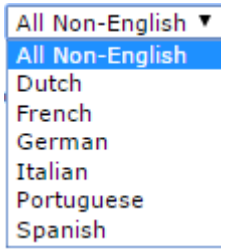
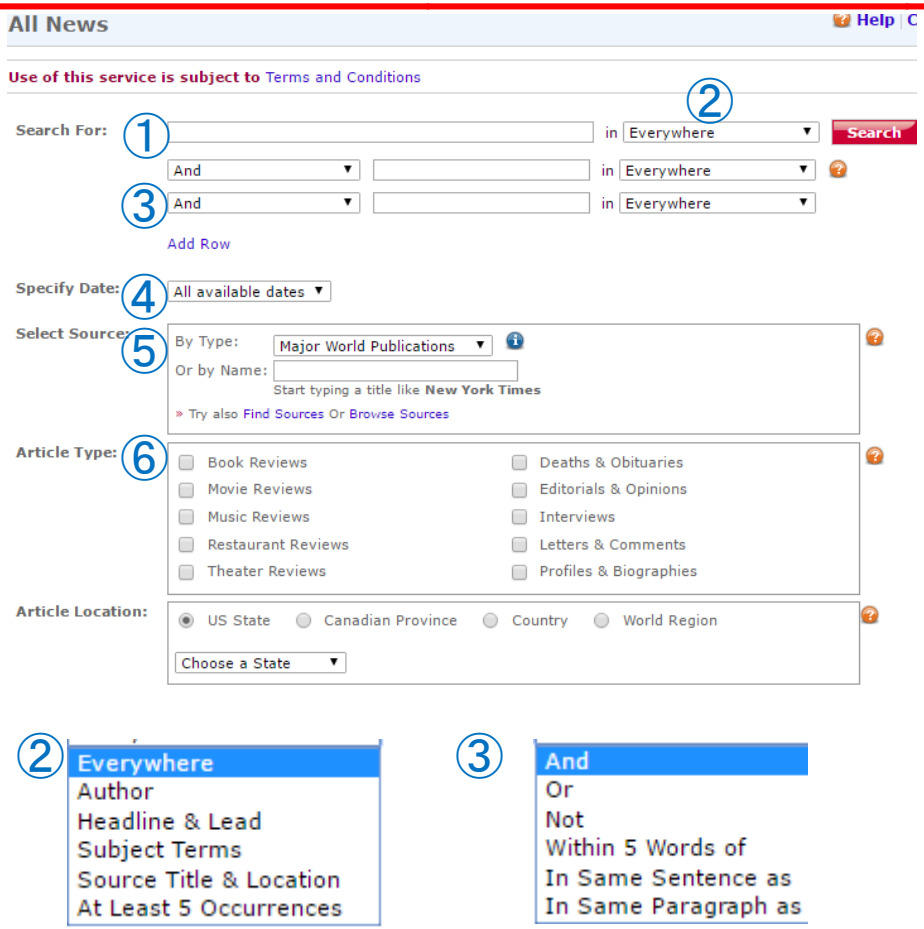
News

Search from the news by the sub category form

All News
Newspaper & Wire
TV & Radio Transcripts,
Foreign language news→
College & University
Business & Industry



2. News：All News



Search for Trump and this time election

① Search For： Trump and (“by-election” or “interim election” or “mid-year election” or “midterm election” or “off-year election”)

② Select term place：Select from the list
ex) Title, Headline

③ Select Connector ：Select from the list
* if need

④ Specify Date ： Select from list
ex) A previous month

⑤ Select Source ：Select group source or specify source
ex) Major world publication

⑥ Article Type ： Select by ☑
ex)blank

⑦ Article Location ：Select from list
US State

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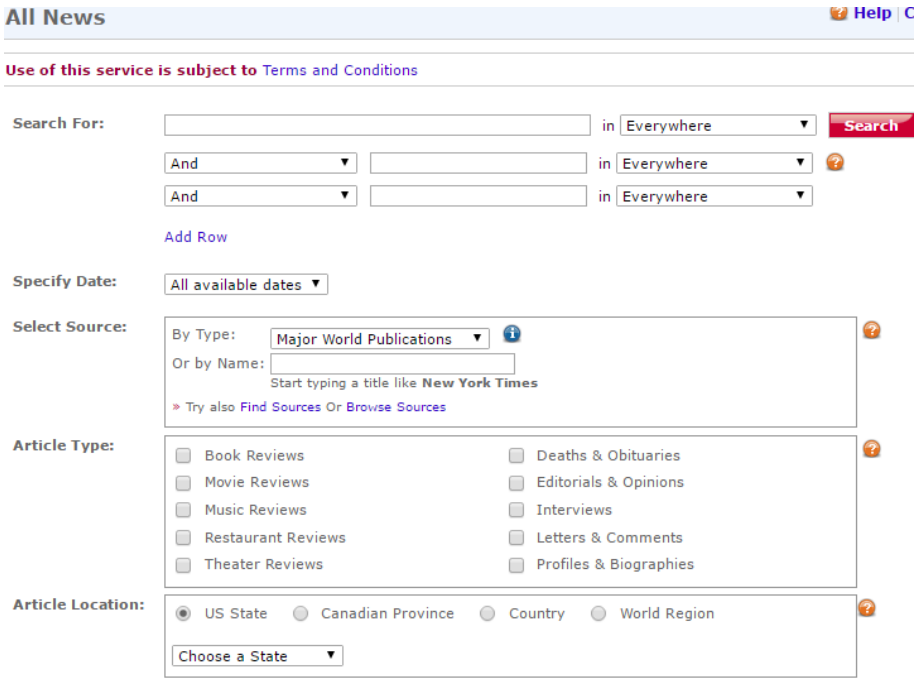
Exercise 6 All News



Let's try

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3. News：TV & Radio Transcripts ex)

① Search For： “Jamal Khashoggi” (②Subject Terms)
And Saudi (②Everywhere)

② Search Terms place：Select

③ Specify Date ：Previous a month

④ Select Sources: All Transcripts

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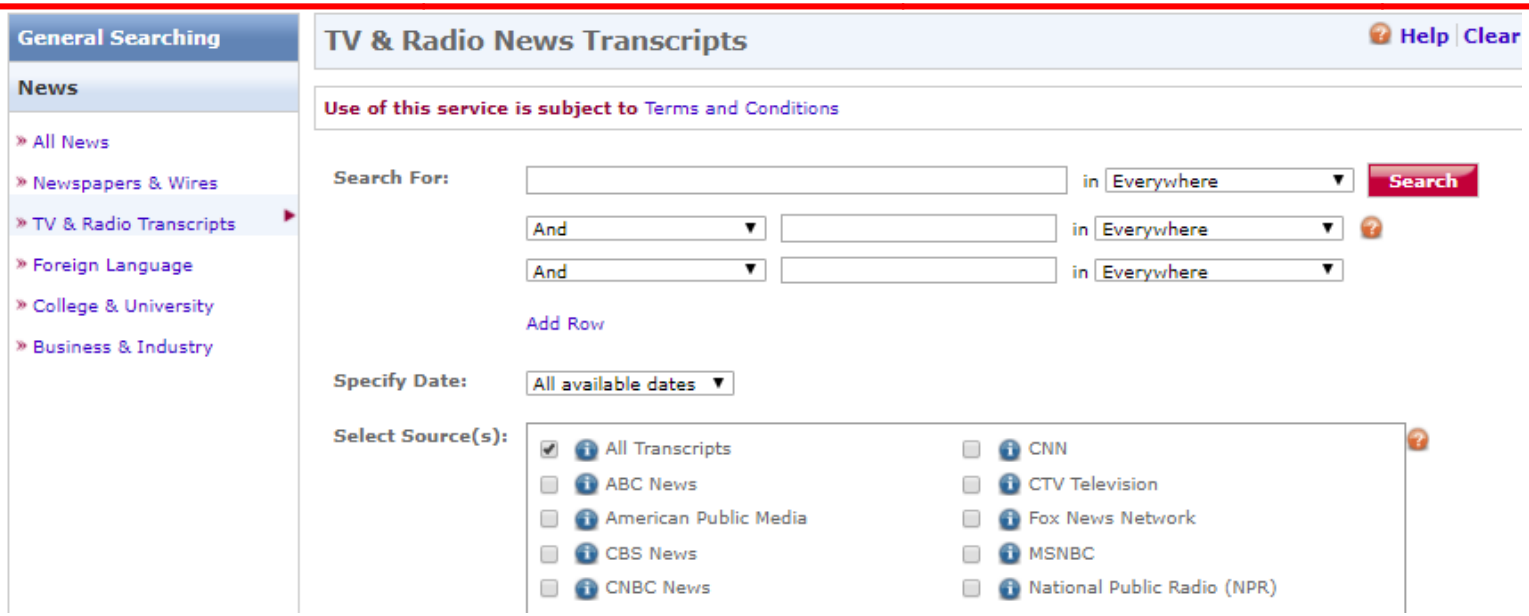
Exercise 7 TV & Radio Transcripts



Let's try

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4. Companies : Company Dossier™

1 Company Dossier™
Binding specify company information at a glance by Snapshot from many companies source

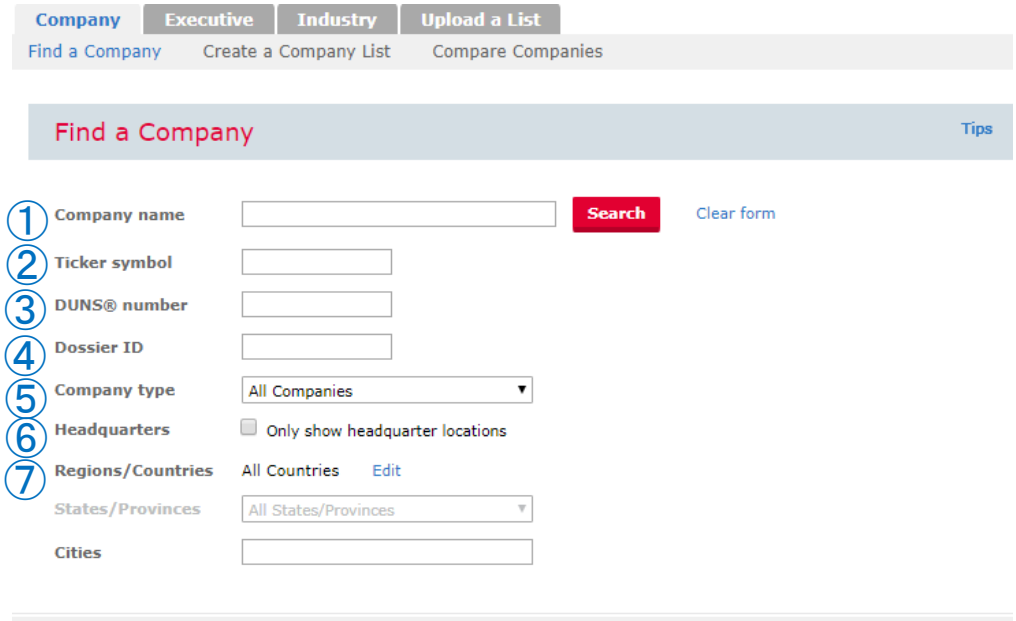
2 Dossier™ Create a Company List
Create company list by the specific condition

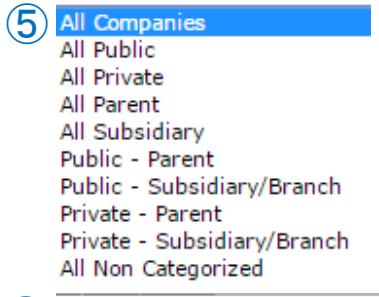
3 Dossier™ Compare Companies
Compare maximum 5 companies financial status

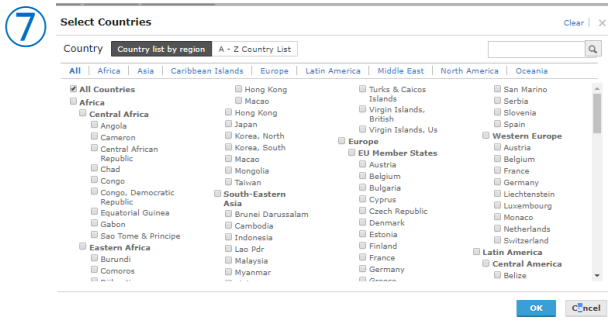
4 Company Profiles
Report by Hoover's, Standard& Poor's, D&B, Japan Company Handbook, etc

5 SEC Filing
Financial statements or other formal documents submitted to the U.S. Securities and Exchange Commission (SEC)

4. Companies : 1 Company Dossier™







① Company name : Company name

② Ticker Symbol : FYI
http://www.nasdaq.com/symbol/

③ DUNS number : Provide by D&B
Data Universal Numbering System(9 digits)

④ Dossier ID : ID in the Dossier

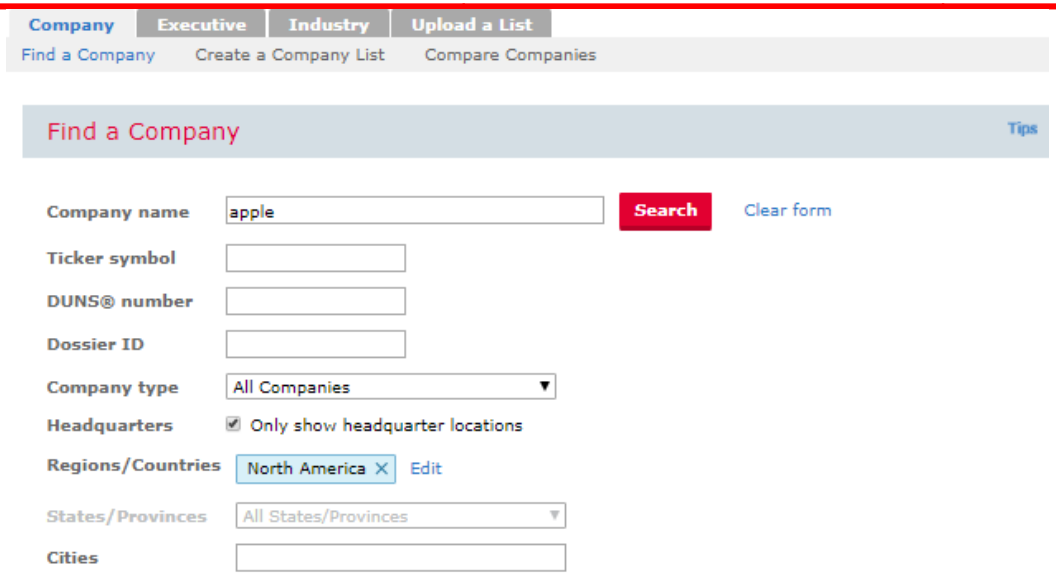
⑤ Company type : Select from the lists

⑥ Headquarters : Check when you need only headquarter

⑦ Regions/Country : Country (Click Edit)
State/Provinces
Cities

LexisNexis®

4. Companies : 1 Company Dossier™ ex)



Company name : apple

Company type : All Companies

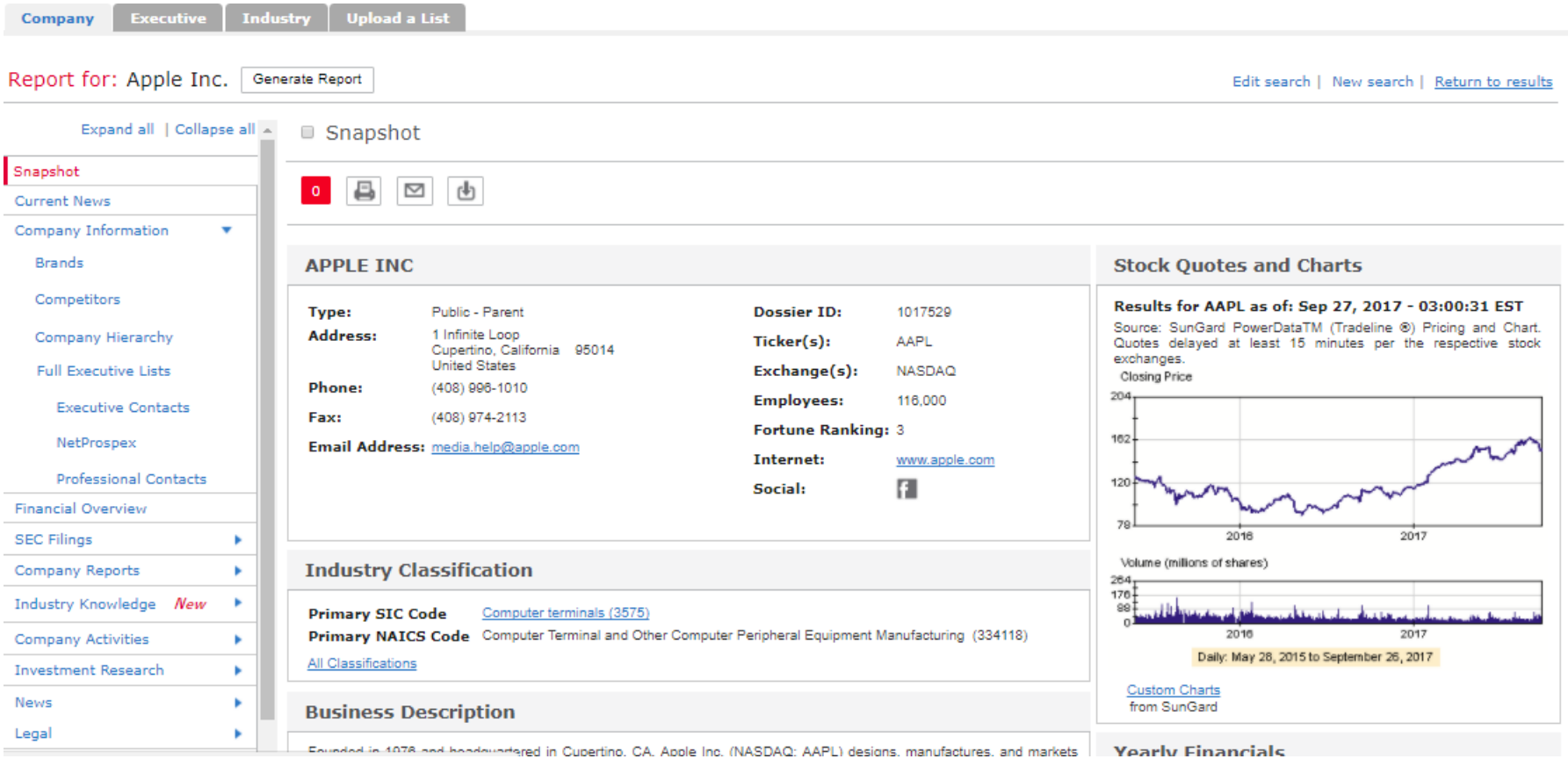
Headquarters : ☑

Regions/Country : North America

Result view
Shows Top3

Click View All : All List View

4. Companies : 1 Company Dossier™

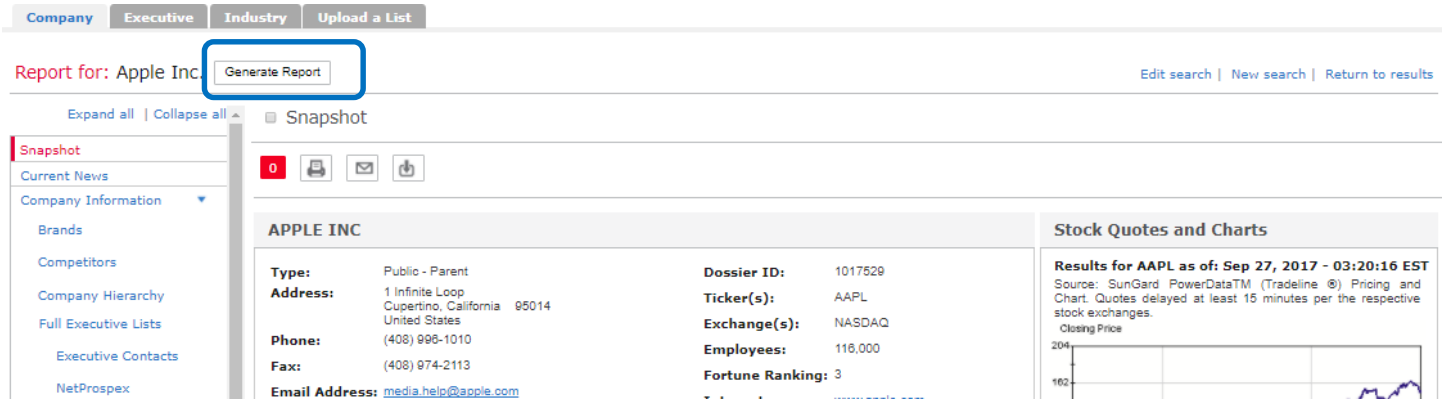


Shows Snap Shot

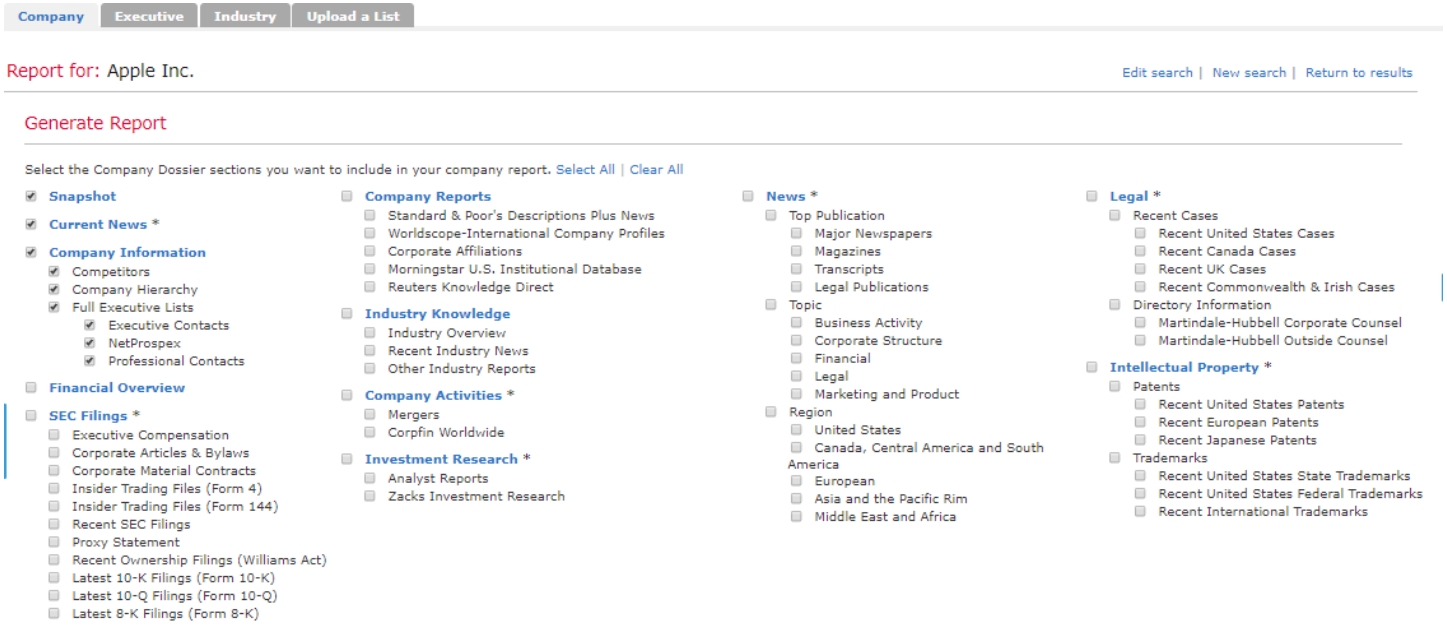
Let's try by left frame
Current news(max 50)
Marge(Financials- Marge & Acquisitions)
etc…

LexisNexis®

4. Companies : 1 Company Dossier™ ex)



Click Generate Report



Select which you need the reports

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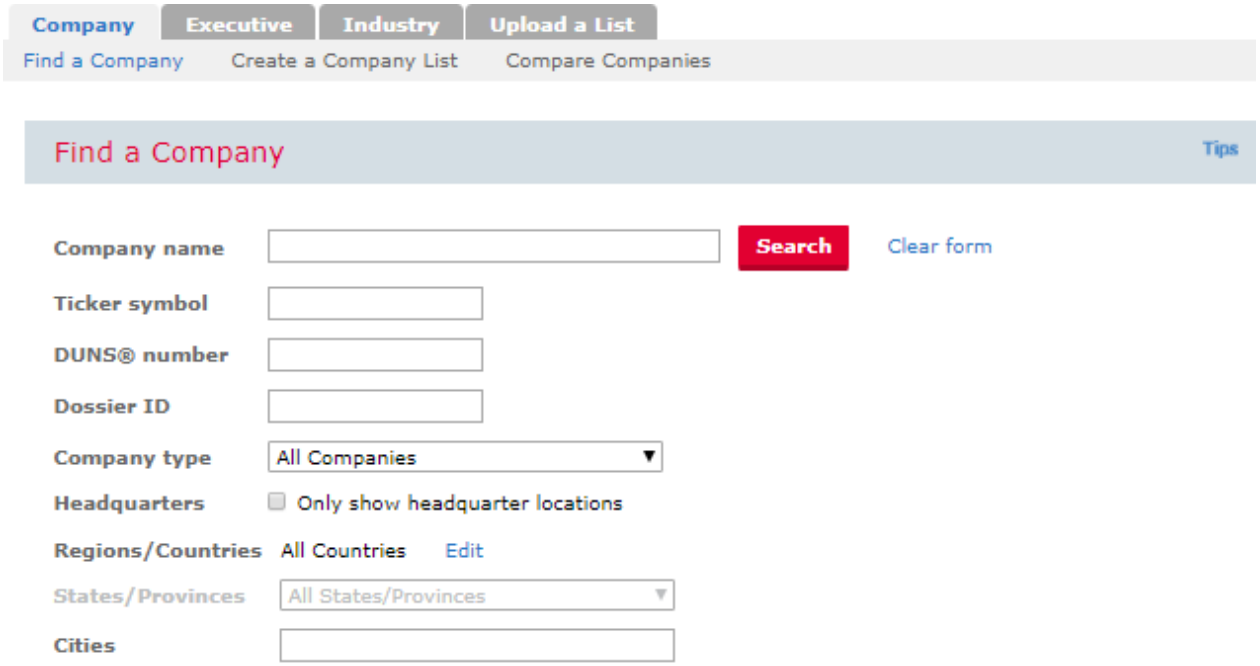
Exercise 8 Company Dossier™



Let's try

Company name：

Company type：

Regions/Country：

Cities：

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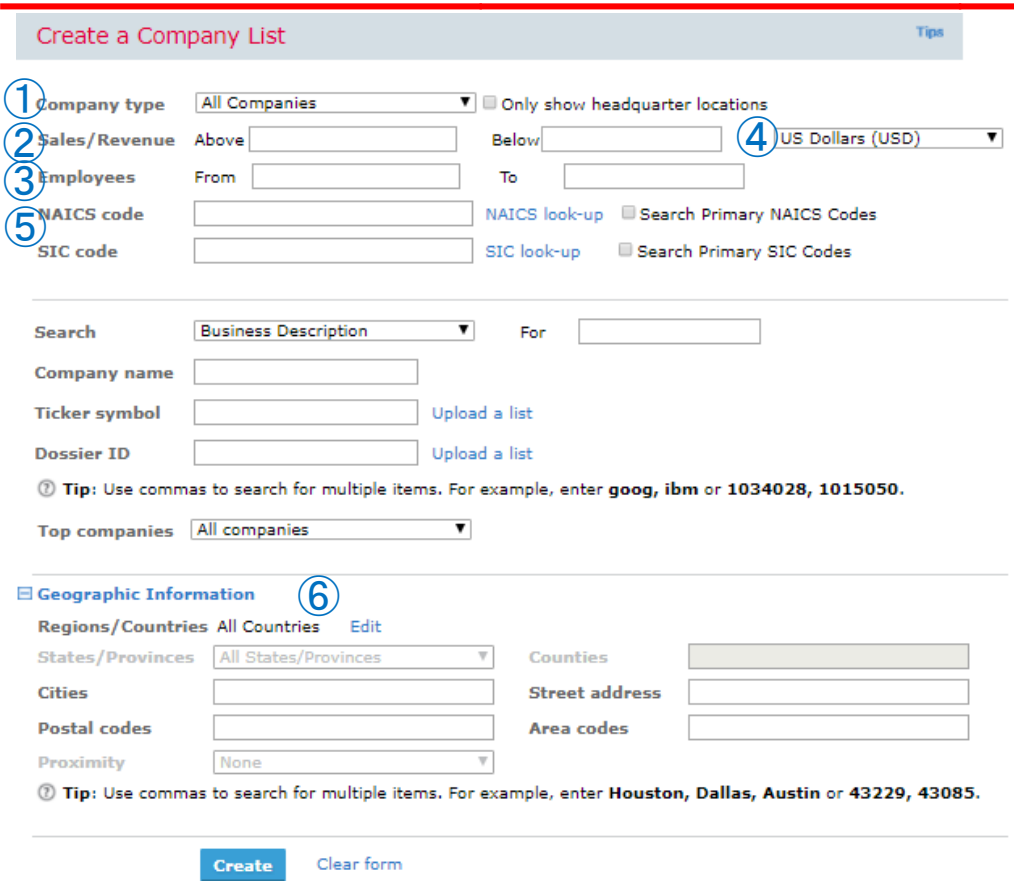
4. Companies :
2 Dossier™ Create a Company List



Make the company list by the condition

① Company type : Select
All Company

② Sales/Revenue : Input Above, Below
10000000, 50000000

③ Employee : input From, To
1, 10

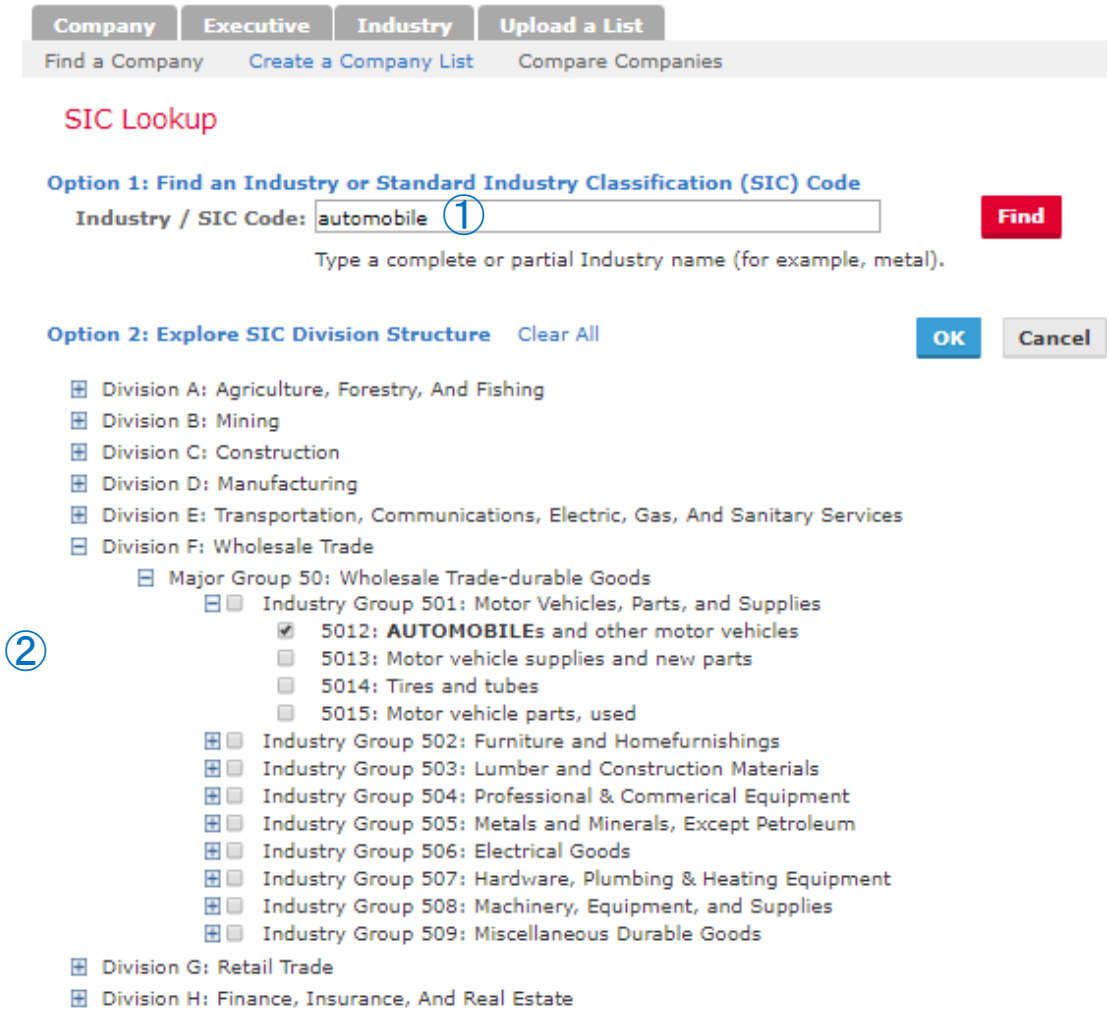
④ Currency : Select from list
JPY

⑤ NASIC or SIC : Click look-up
for select industry
＊Please see next Slide

⑥ Geographic Information : Select and input
Japan-Tokyo

LexisNexis®

4. Companies：
2 Dossier™ Create a Company List



① Textbox：input key term
Click **Find**

② Select from list：☑
Click **OK**

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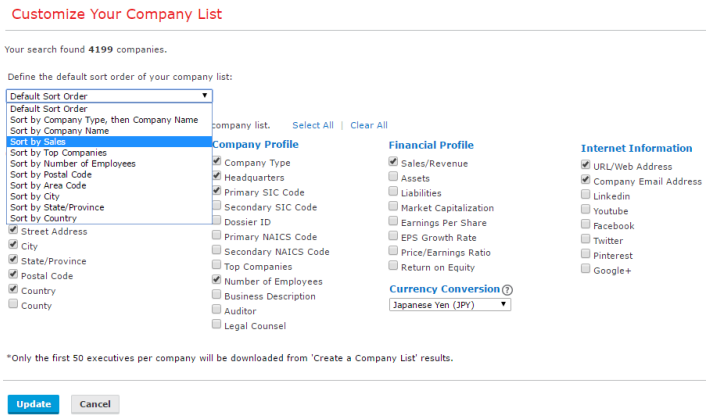
4. Companies :
2 Dossier™ Create a Company List

Your search found **420** companies. Click the Customize button to customize your results

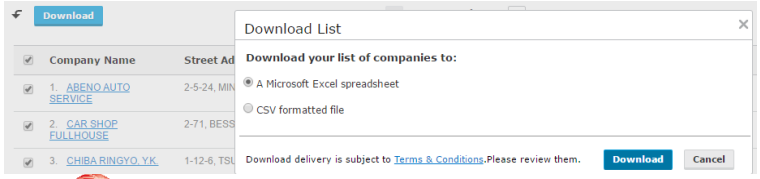
	Company Name	Street Address	Company Type	Headquarters	Dossier ID
1.	CHUGOKU CHAYO KOSHI, Y.K.	5-2-43, TORIKAI, JONAN-KU, FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	27436887
2.	CUT SERVICE HAZAMA NOEN, Y.K.	2390-3, IMAZU, NISHI-KU, FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	70424026
3.	GLOBAL ECOLOGY CO.,LTD.	3-10-24, HAKATAEKIMAE, HAKATA-KU FUJII BLDG. 2F., FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	75447584
4.	GOTO NOSUI K.K.	2-12-18, KAMIYAMATO, NISHI-KU, FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	28007970
5.	HAKATA SHOKUKOBO, K.K.	2-7-13, TAKATORI, SAWARA-KU, FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	28535190
6.	HEIM WALLABY HOUSE AOBAEN, K.K.	6-8-15, JIROMARU, SAWARA-KU, FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	27317534
7.	KAMBURIA, K.K.	1-10-4, HAKATAEKIHIGASHI, HAKATA-KU NAS BLDG. 6F., FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	73770435
8.	KYUSHU RYOKUCHA K.K.	1-20-8, MINOSHIMA, HAKATA-KU, FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	28476418
9.	MOBIRIO, Y.K.	3-6-9, TENJIN, CHUO-KU SHIRAKI BLDG. 2F., FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	72885374
10.	NAKAMURAEN, K.K.	4-12-24, ITAZUKE, HAKATA-KU, FUKUOKA, FUKUOKA, JAPAN	PRIVATE - PARENT	Headquarters	73871505

Customize

Click **Customize** Button



Select order for the list
Click **Update** Button



Click **Download** Button and select excel file or csv file to download

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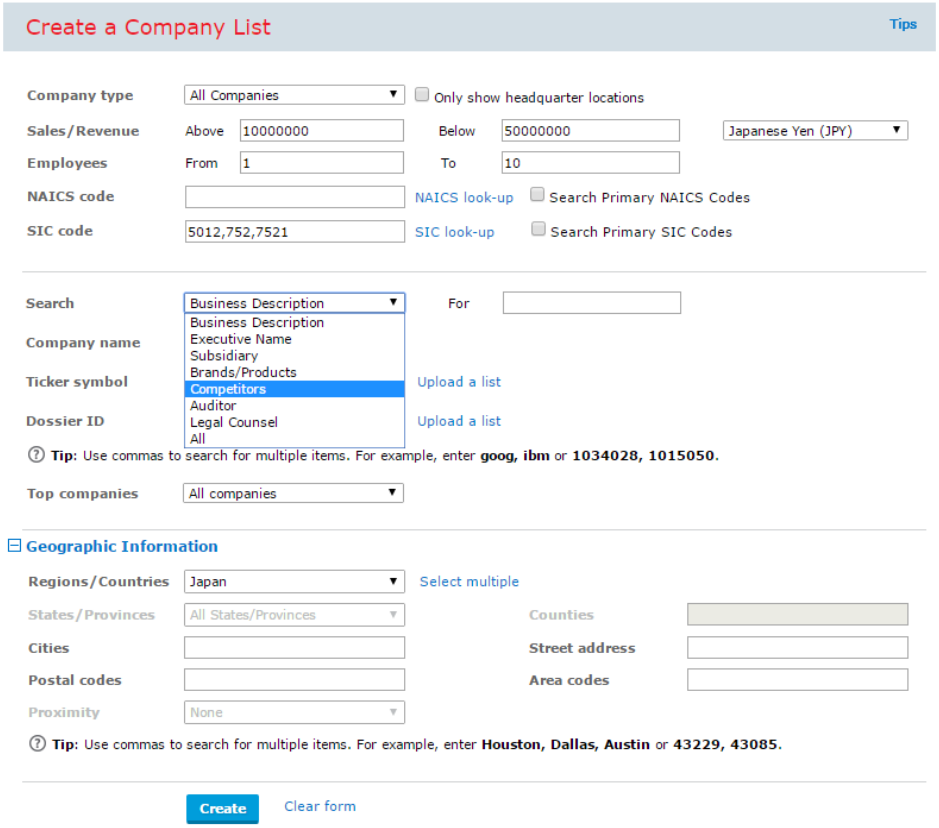
Exercise 9
Dossier™ Create a Company List



Let's try

Company type：

Sales/Revenue：

Employee：

Currency：

SIC or NASIC：

Search：

Geographic Information：

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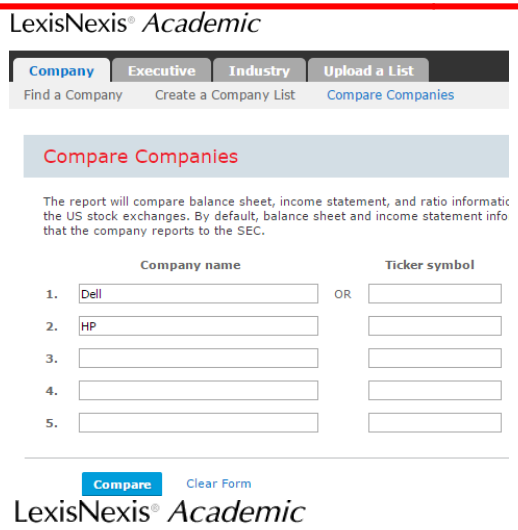
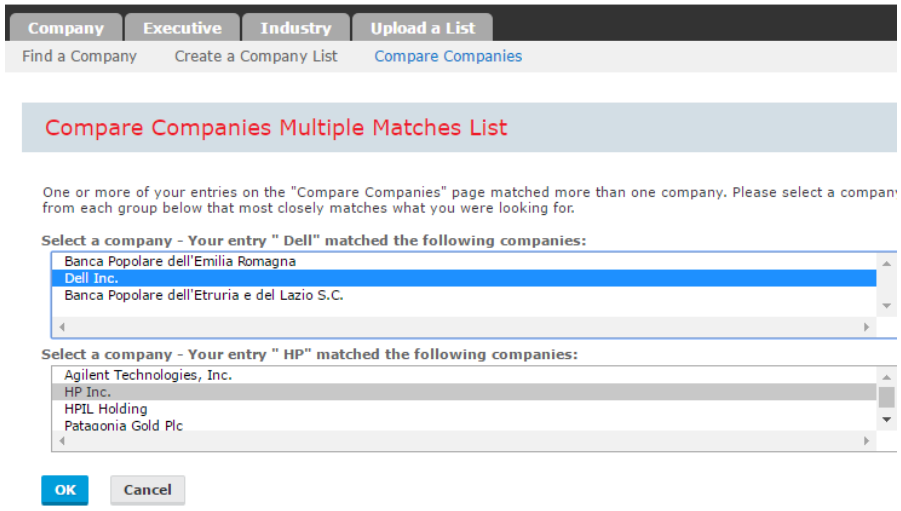
4. Companies :
3 Dossier™ Compare Companies



Compare the company: Max 5 companies

Company name or Ticker symbol

ex）Dell
Apple
HP



Select appropriate company
Similar name company shows when you use part of company name

4. Companies : 3 Dossier™ Compare Companies

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ホーム | 日本語

Company | Executive | Industry | Upload a List

New search | Download Table

Company Financial Comparison (USD) Currency

	DELL INC		APPLE INC		HEWLETT-PACKARD CO	
	(DELL)		(AAPL)		(HPQ)	
FISCAL YEAR END	02/1/2013		09/24/2016		10/31/2015	
	(USD)		(USD)		(USD)	
ASSETS	('000)		('000)		('000)	
Cash	NA	(NA)	8,601,000	(135712.4%)	NA	(NA)
Cash and Short Term Investments	12,777,000	(201652.7%)	67,155,000	(1060297.9%)	7,584,000	(119653.7%)
Accounts Receivable - Trade, Net	6,629,000	(363531.4%)	15,754,000	(864079.9%)	4,825,000	(264573.6%)
Total Receivables, Net	9,842,000	(507743.1%)	29,299,000	(1511716.3%)	7,083,000	(365379.9%)
Inventories - Raw Materials	593,000	(19712.9%)	NA	(NA)	1,468,000	(48947.8%)
Total Inventory	1,382,000	(36753.3%)	2,132,000	(56753.3%)	4,288,000	(114246.7%)
Prepaid Expenses	NA	(NA)	NA	(NA)	NA	(NA)
Other Current Assets	3,967,000	(2874537.7%)	8,283,000	(6002073.9%)	1,193,000	(864392.8%)
Other Current Assets, Total	3,967,000	(2793562.0%)	8,283,000	(5832998.6%)	32,832,000	(23121026.8%)
Total Current Assets	27,968,000	(229202.3%)	106,869,000	(876090.9%)	51,787,000	(424488.0%)
Buildings - Gross	NA	(NA)	6,517,000	(971137.0%)	9,172,000	(1366815.1%)
Machinery/Equipment - Gross	3,343,000	(111631.3%)	44,543,000	(1488636.6%)	3,459,000	(115508.3%)
Other Property/Plant/Equipment - Gross	NA	(NA)	NA	(NA)	NA	(NA)
Property/Plant/Equipment, Total - Gross	5,300,000	(137134.6%)	61,245,000	(1585736.4%)	5,731,000	(148294.6%)
Accumulated Depreciation, Total	(3,174,000)	(NA)	(34,235,000)	(NA)	(4,239,000)	(NA)
Property/Plant/Equipment, Total - Net	2,126,000	(102804.2%)	27,010,000	(1307257.2%)	1,492,000	(72116.8%)
Intangibles - Gross	4,931,000	(14870.6%)	9,012,000	(27260.5%)	11,240,000	(34024.7%)
Accumulated Intangible Amortization	(1,661,000)	(NA)	(5,806,000)	(NA)	(9,226,000)	(NA)
Intangibles, Net	3,374,000	(22376.9%)	3,206,000	(21257.7%)	2,014,000	(13316.8%)
Total Assets	47,540,000	(160649.3%)	321,686,000	(1087632.5%)	106,882,000	(361305.3%)

Click Download Table link at the top of right to download

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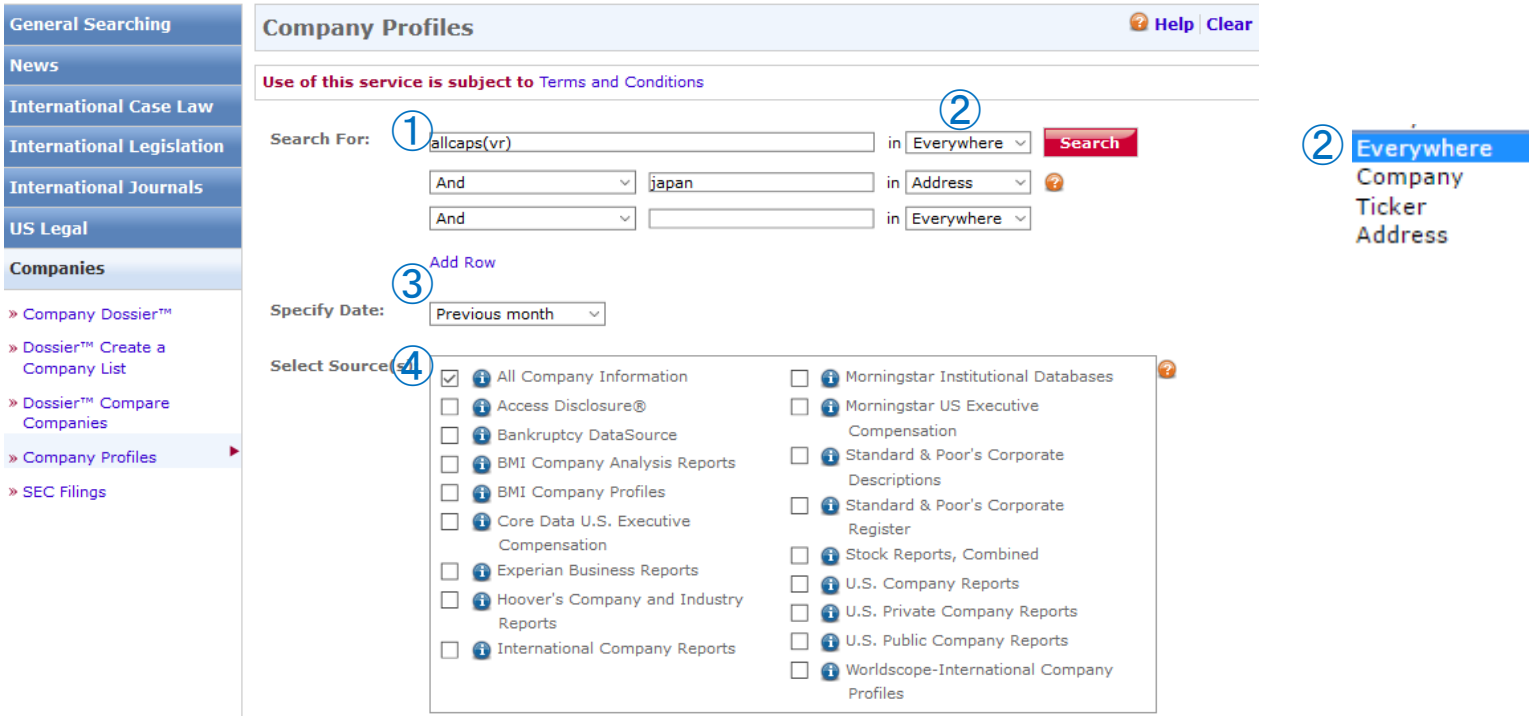
4. Companies : 4 Company Profiles ex)



① Search For: allcaps(vr) (② Everywhere)
AND Japan (② Address)

② Search Terms place: Select

③ Specify Date: Previous year

④ Select Sources: All Company Information

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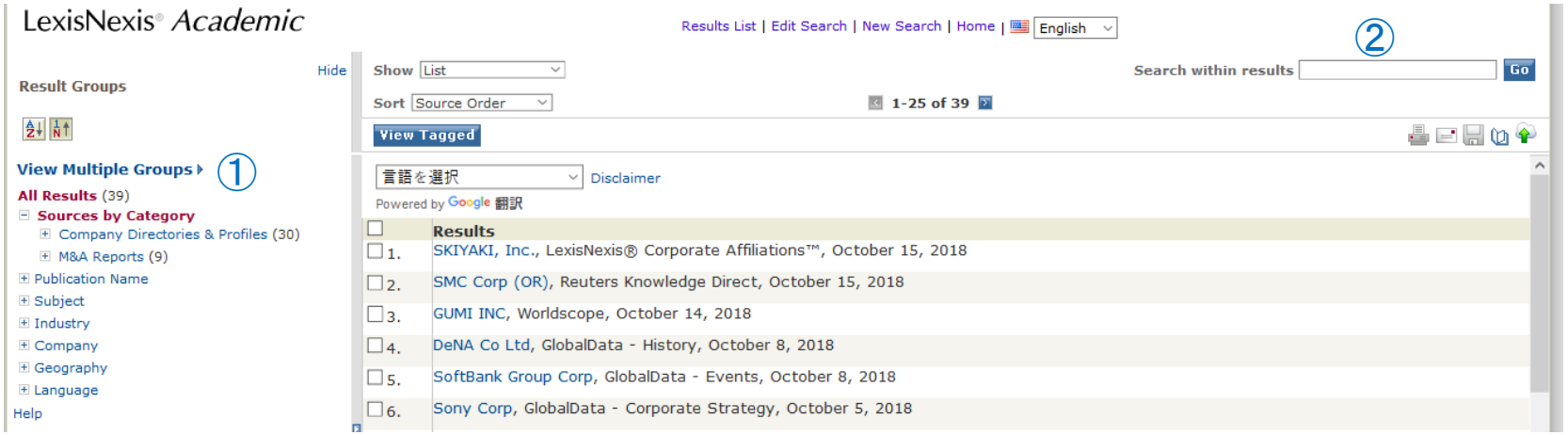
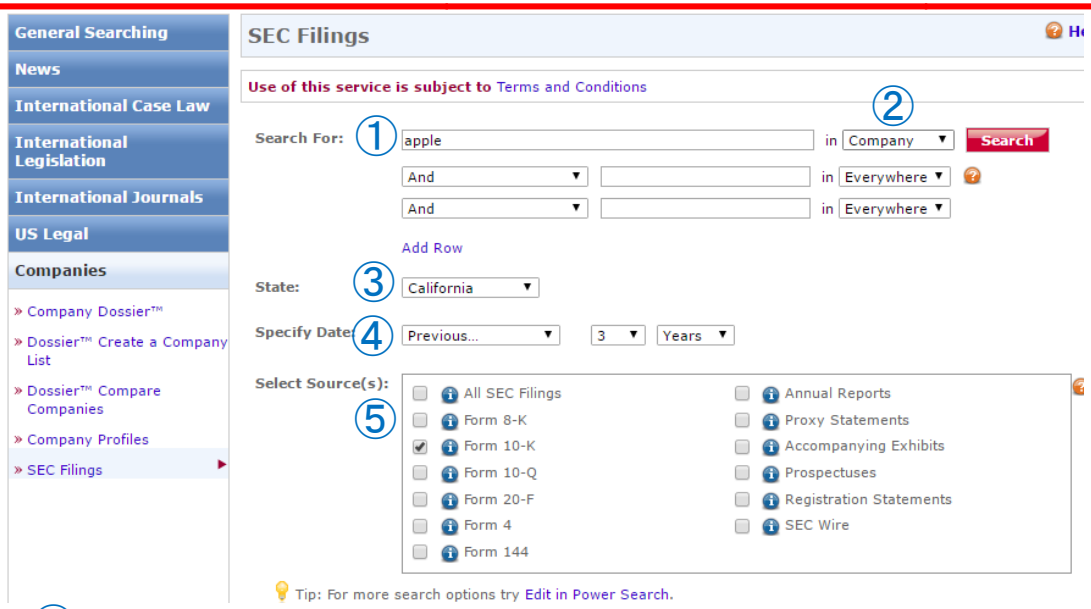
4. Companies : 4 Company Profiles ex)

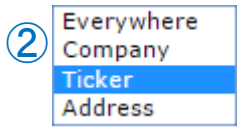


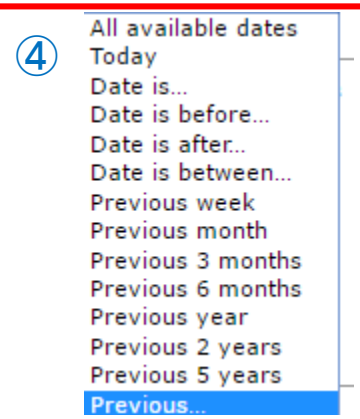
① Narrow down by the group at the left frame

② Add more term for the current result list

4. Companies：5 SEC Filling







① Search For： apple (Company)

② Select Term Place：Company, Address for Index

③ State： California

④ Specify Date：Previous 3 years (Select Previous and customize)

⑤ Select sources：Form 10-K

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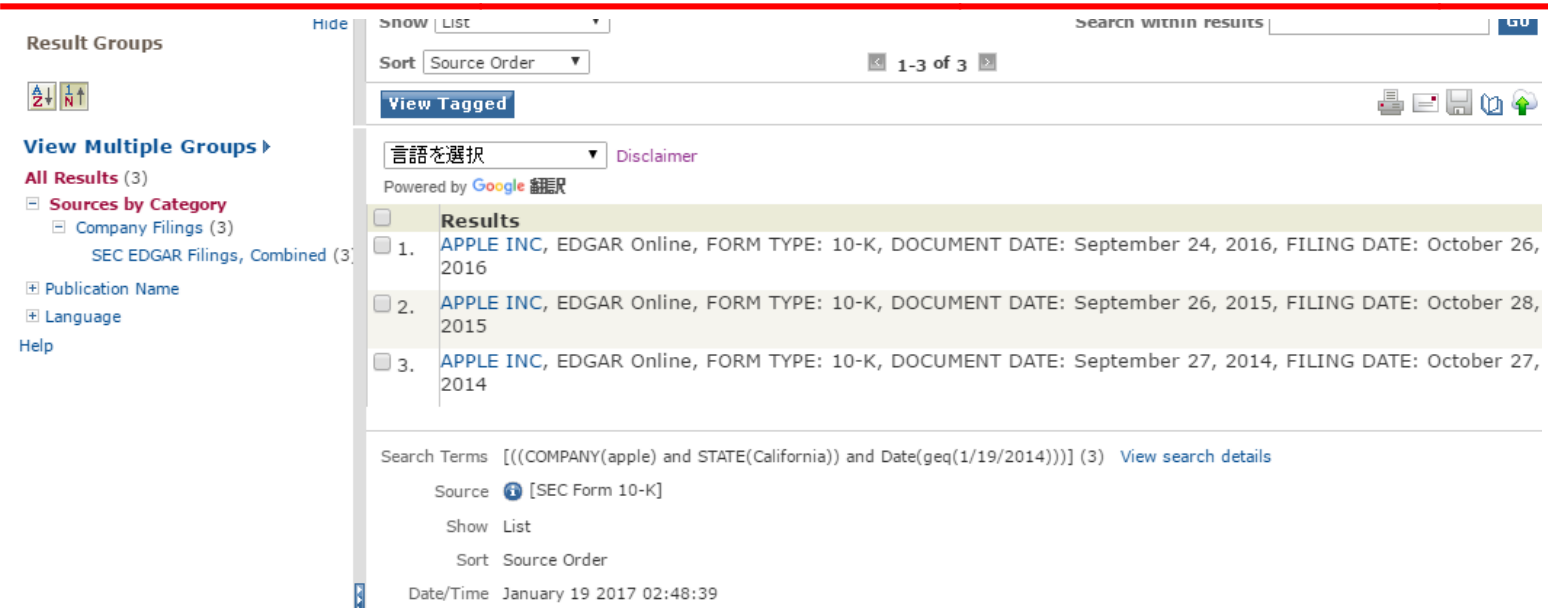
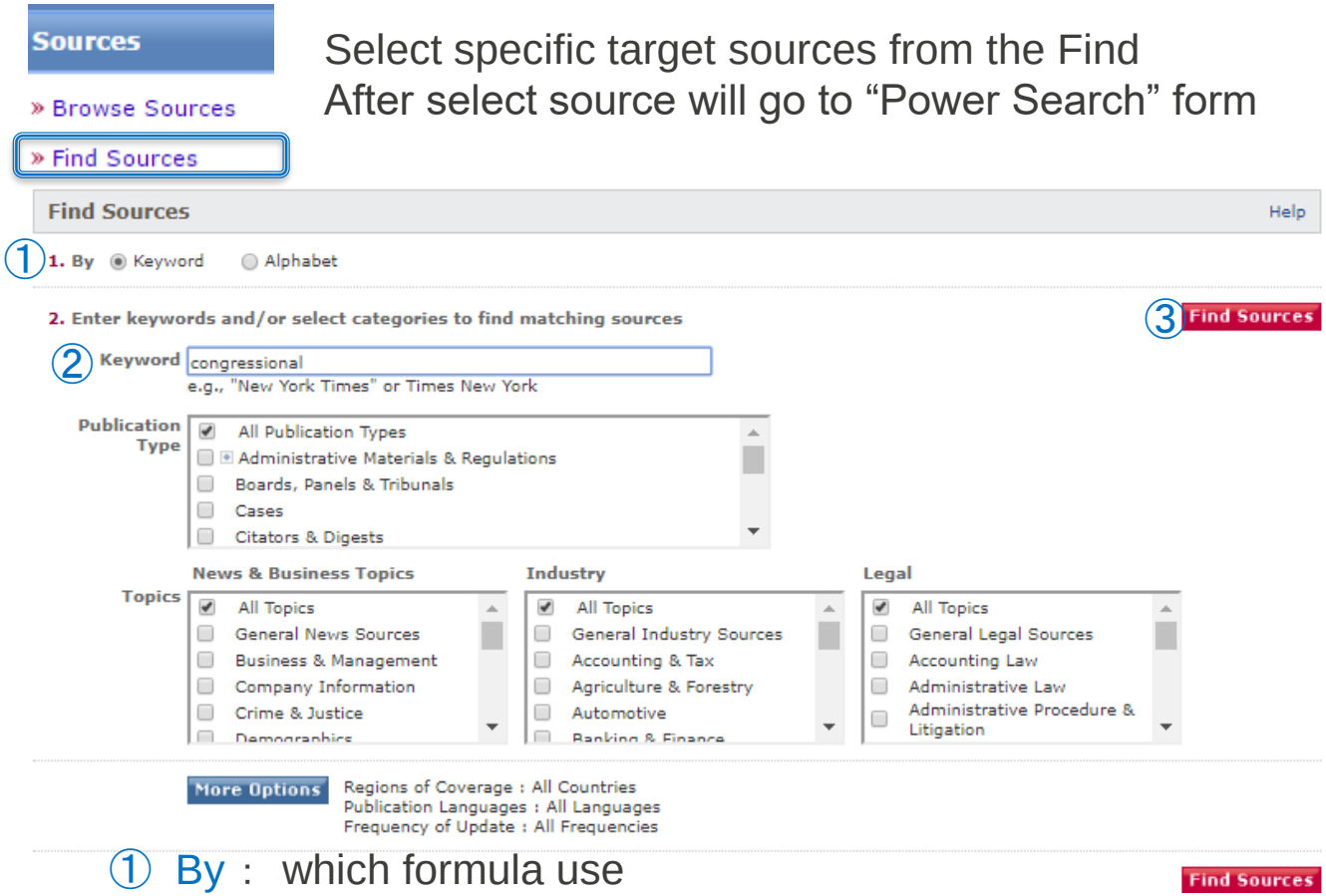
4. Companies : 5 SEC Filling



5. Find Sources ex)



① By : which formula use

② Keyword : congressional

③ Click **Find Sources** button

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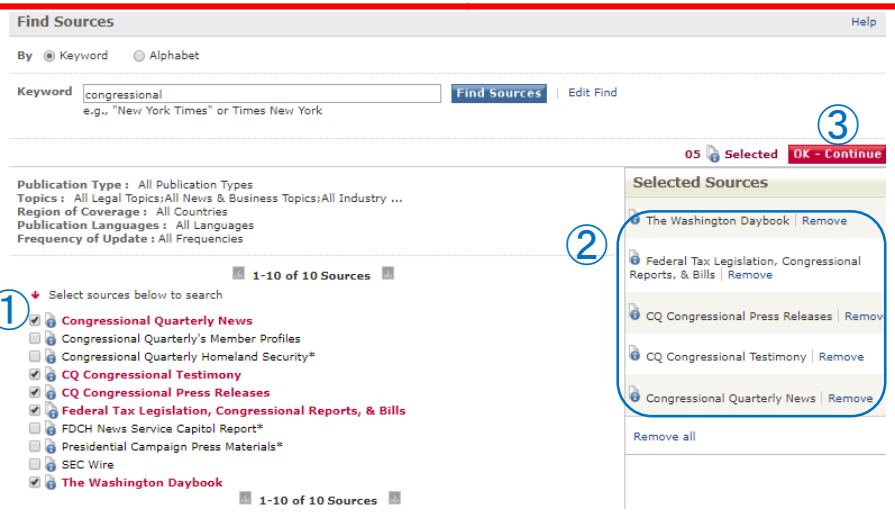
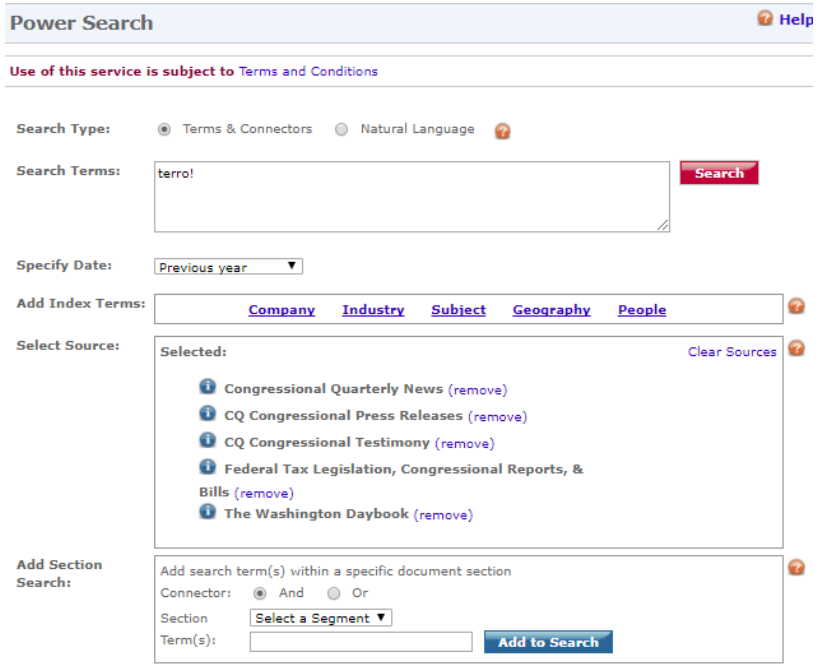
5. Find Source ex)





① Select which you need source

② Show selected source
- The Washington Daybook
- Federal Tax Legislation, Congressional Reports, & Bills
- CQ Congressional Press Releases
- CQ Congressional Testimony
- Congressional Quarterly News

③ Click OK - Continue button

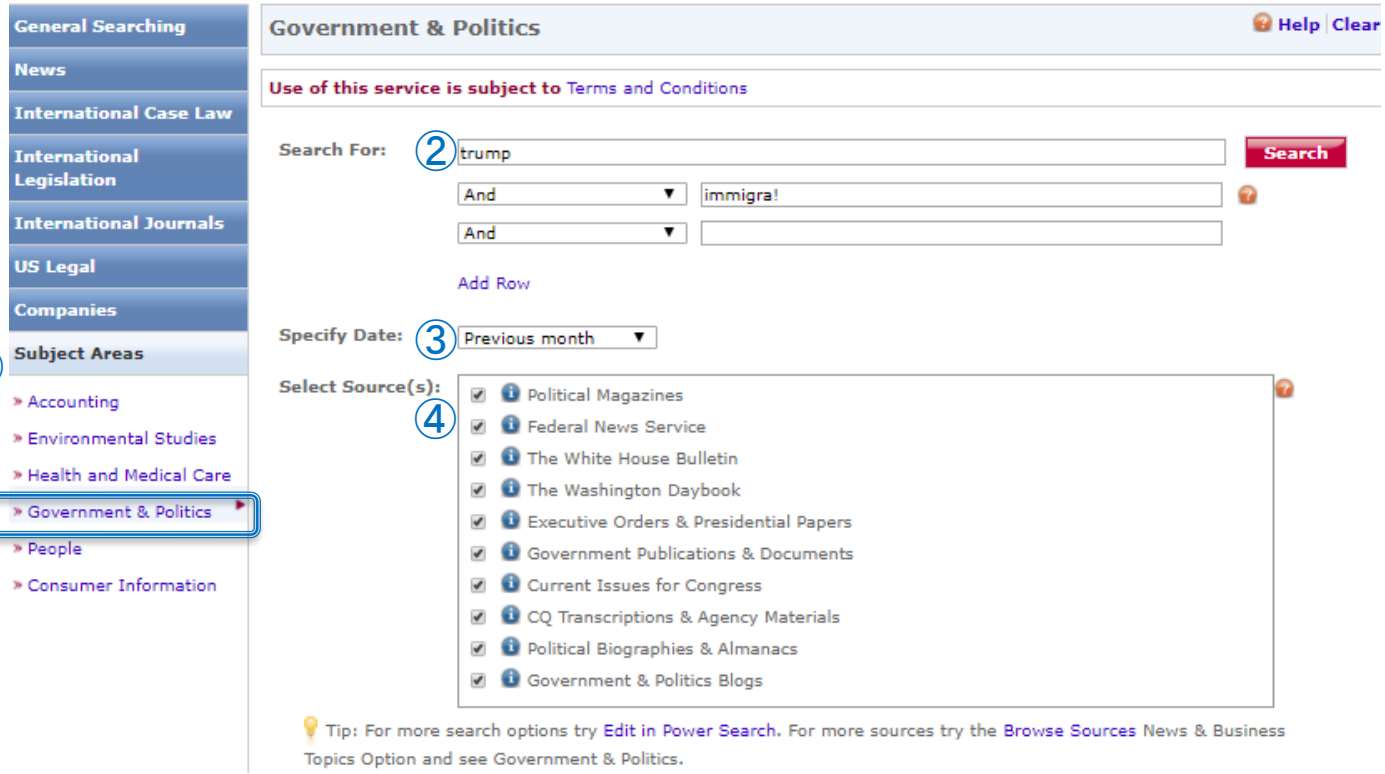
Go to Power Search Form as automatically

Search Teams ：terro!

Specify Date ： Previous year

Click Search button

6. Subject Area - Government & Politics ex)



① Subject Area - Government & Politics
② Search For : ex) trump AND immigra!
③ Specify Date : ex) Previous month
④ Select Source(s) : ex) all ☑

Click Search

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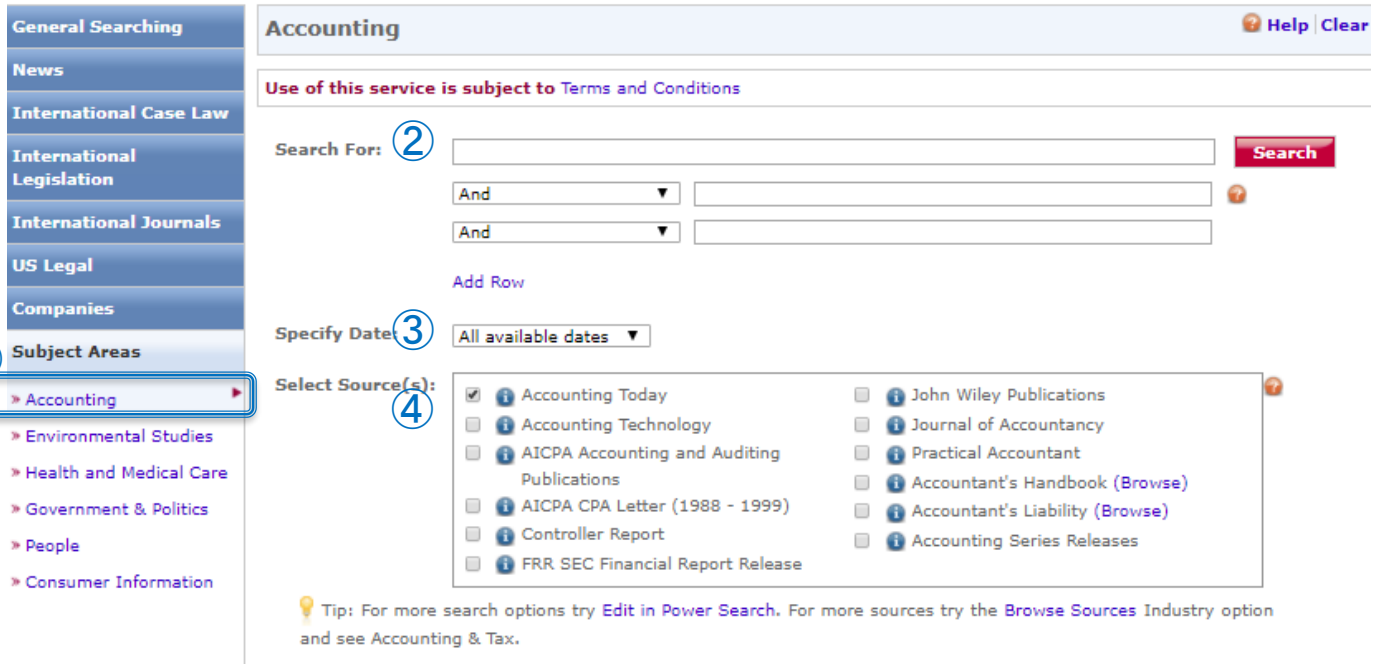
6. Subject Area - Accounting



① Subject Area - Government & Politics

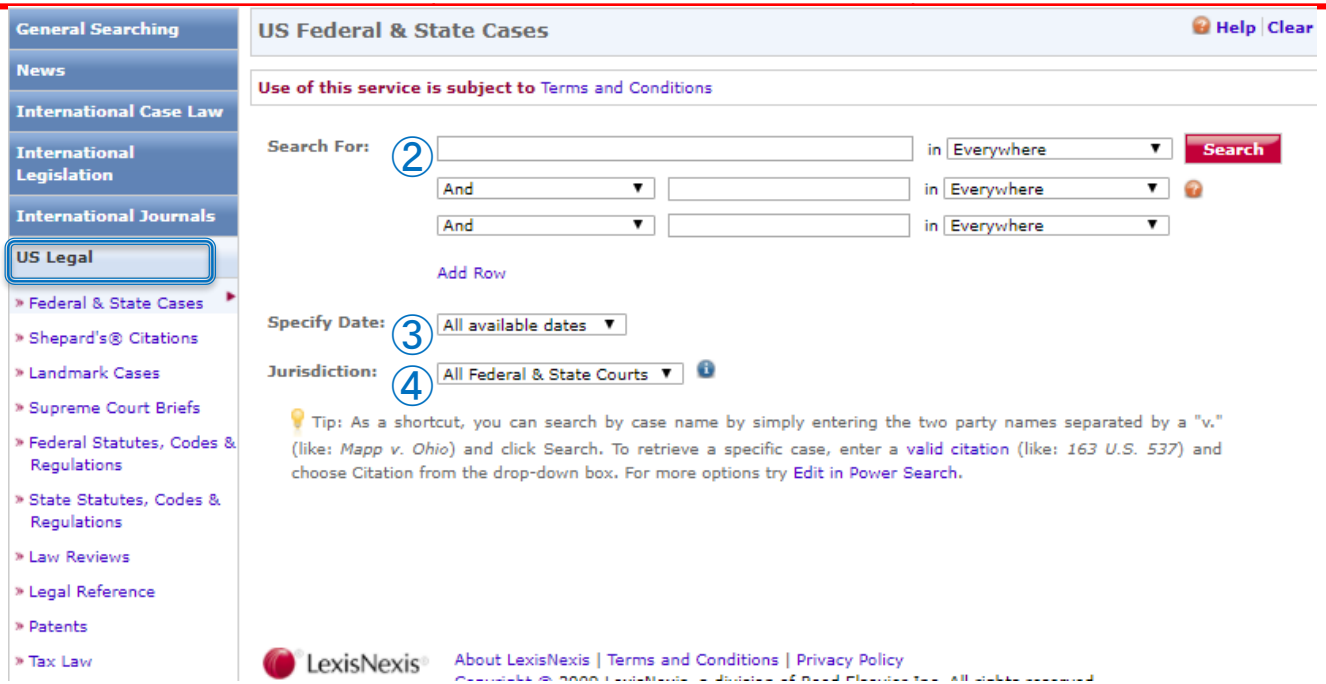
② Search For : input (Select or with connector)
ex) “cloud accounting”

③ Specify Date : Select
ex) Previous year

④ Select Source(s) : Select by ☑
ex) ☑ Accounting today

Click Search

7. US Legal



① Select US Legal-Federal & State Cases

② Search For : input (Select connector or with connector in Text box)

ex) “Human right” (Anywhere) AND "Donald Trump"(Party Names)

ex) “International Relations”

③ Specify Date : Select

ex) 2 years

④ Select Jurisdiction: Select

ex) All Federal & State Courts

Click Search

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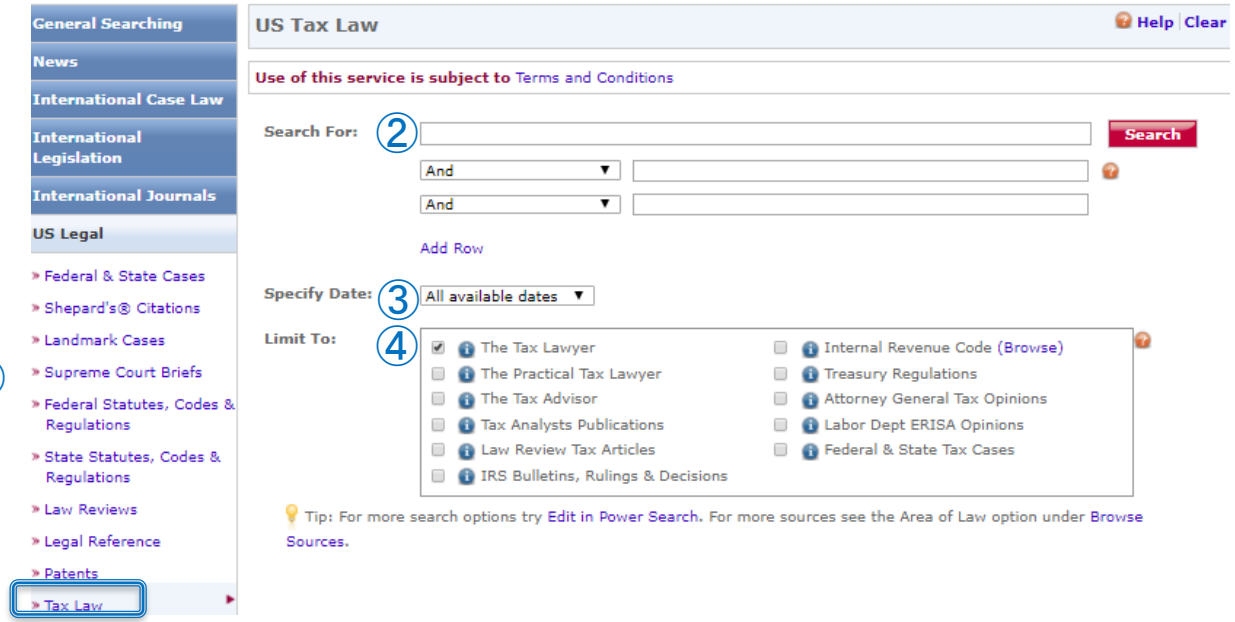
7. US Legal – Tax Law



① US Legal – Tax Law
② Search For : input (Select or with connector)
ex) income
③ Specify Date : Select
ex) Previous month
④ Limit To: Select by the ☑
ex) The Tax Lawyer, The Tax Adviser, Tax Analysis Publications

Click Search

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Appendix

Connectors

Connectors

OR	Links synonyms, antonyms, alternate forms of expression, etc. Broadens search results. Words separated by OR will appear in any of the documents returned, not necessarily in the same document. For example: outlook OR forecast OR trend
AND	Links words or phrases that must appear together in the same document, no matter how close or far apart. For example: bank AND deregulate
W/N*	Locates search terms within a certain number (N) of words of each other. Does not specify word order. For example: market W/5 share (read: market within five words of share) It is particularly important to use the W/2 connector between first and last names when searching people. This will allow you to find documents including nicknames, middle names or initials, or where the person is mentioned last name first. For example: donald W/2 trump
PRE/N*	Requires both words to appear in the document, the first word must precede the second word by no more than N words.
W/S	Looks for documents with search words in the same sentence; cannot be combined with W/N or Pre/N.
W/P	Looks for documents with search words in the same paragraph; cannot be combined with W/N or Pre/N.
AND NOT	Excludes documents that contain the word or phrase following it. Use this connector with caution because it can exclude relevant documents. Always use at the end of your search. For example: (michael W/2 jordan) AND NOT basketball OR bulls * (N = 1-255)

Wild Card, Segment

Wild card

Asterisk (*)—Use the * to replace a letter or letters in a word. You can use up to seven asterisks in the same word, anywhere in the word except as the first letter. (Like the blank tile on a Scrabble board!)

For example: bernst**n = bernstein, bernstien, bernstown, etc.

Exclamation Point (!)—Use the ! to replace an infinite number of letters following a word root.

For example: legis! = legislate, legislator, legislation, etc.

Segment

	You will construct your search using the following format: segment (search term).
BYLINE	Person(s) identified as the author/reporter. For example: BYLINE (james W/2 brady)
COMPANY	Contains the name(s) of any companies discussed in the document. For example: COMPANY (kodak)
LENGTH	The approximate number of words in the BODY segment,arithmetically searchable. For example: LENGTH > 100
PUBLICATION	The name of the publication. For example: PUBLICATION (New York Times)
SECTION	Section of a news publication. For example: SECTION (editorial)

Handing as sentence for the words, use “ ”

ex) “This season’ s weather”

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Precision Search Tools

Precision Search Tools

CAPS: finds instances in which at least one letter is capitalized and proves particularly useful when researching names and proper nouns.

For example: caps (visa) = Visa

ALLCAPS: locates articles in which all letters of your search term are capitalized and is especially helpful when researching acronyms.

For example: allcaps(era) = ERA

NOCAPS: retrieves articles in which your search term has no letters capitalized and ignores any acronyms, names, and proper nouns.

For example: nocaps (video monitoring) = video monitoring

SINGULAR: finds only the singular or singular possessive forms of your search term.

For example: singular (job) W/5 discriminat!

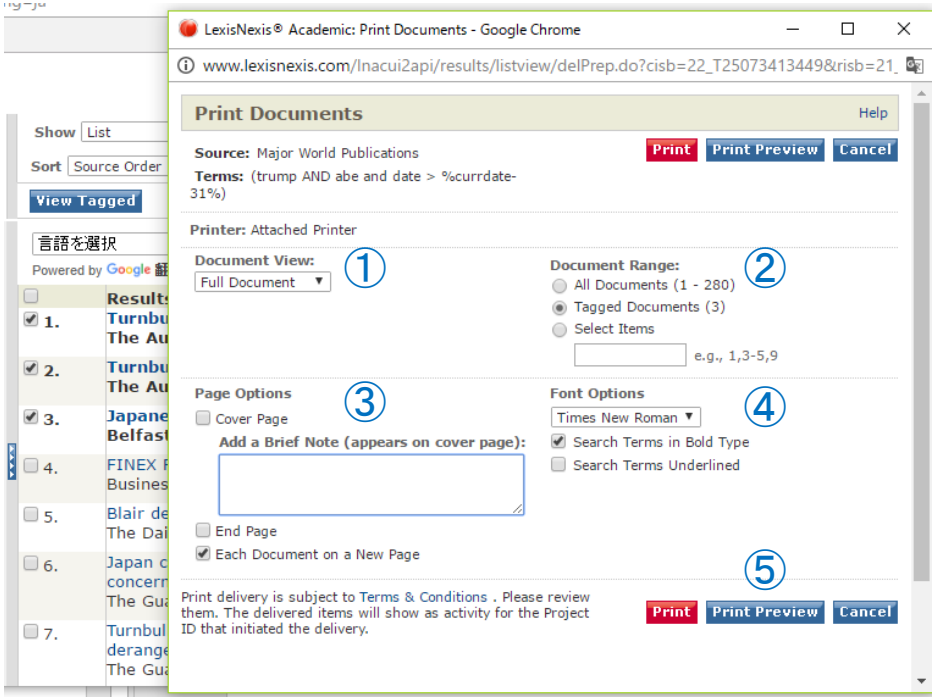
PLURAL: retrieves only the plural or plural possessive forms of your search term.

For example: steven W/2 plural (jobs)

ATLEASTN or ATLN: assists with frequency searching, allowing you to retrieve only those documents that mention your search term at least a certain number (N) of times.

For example: atleast10 (competitive intelligence OR ci)

Print Documents



① Document View

Select view to print

② Document Range

Select document range
(or by “Tagged Documents” at the result page)

③ Page Option

Cover page, end page, add comments,
Each documents start as new page

④ Font Option

Select font to print (depends on documents)
bold, underline for the keyword

⑤ Each button

Print：Printing
Print Preview：preview before printing
Cancel：cancel to print

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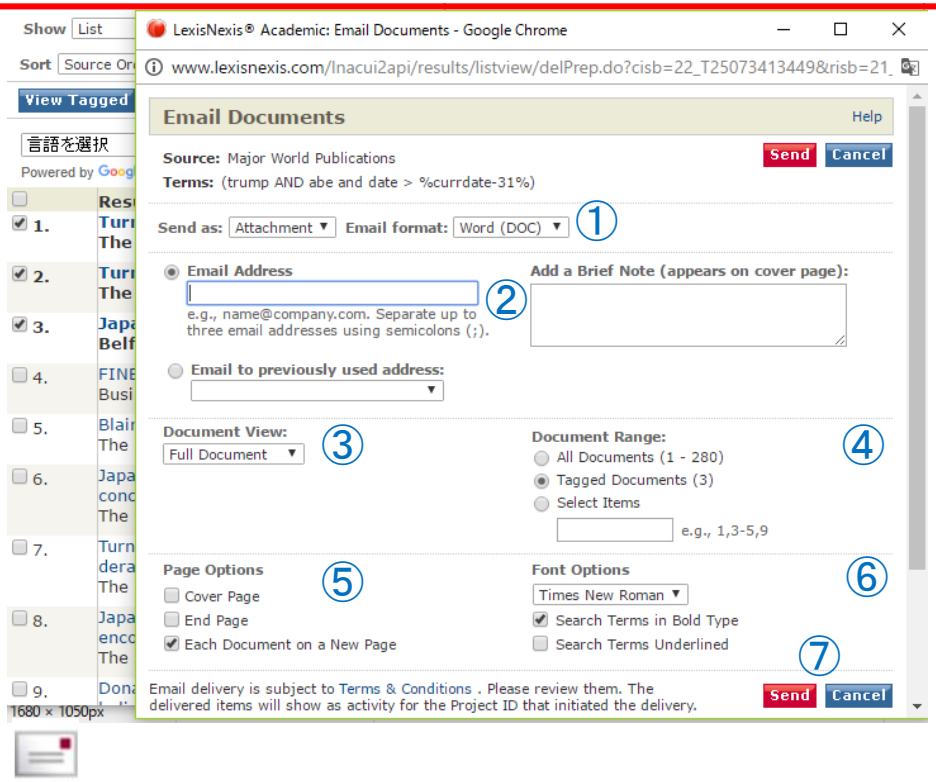
Email Documents



① Format to send

Select from the list

② Address to send

Typing or Select previous address

③ Document View

Select view to send

④ Document Range

Select document range
(or by “Tagged Documents” at the result page)

⑤ Page Option

Cover page, end page, add comments,
Each documents start as new page

⑥ Font Option

Select font to send (depends on documents)
bold, underline for the keyword

⑦ Each Button

Send：Sending e-mail
Cancel：Cancel to send

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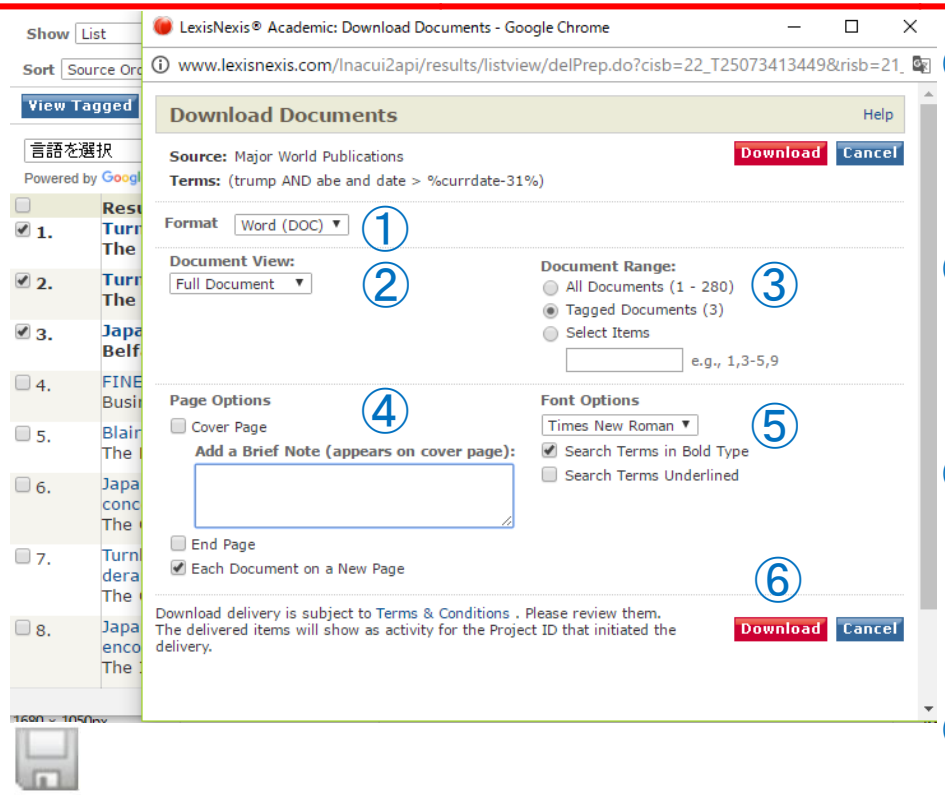
Download Documents



① Format

Select from the list

② Document View

Select view to download

③ Document Range

Select document range
(or by “Tagged Documents” at the result page)

④ Page Option

Cover page, end page, add comments,
Each documents start as new page

⑤ Font Option

Select font to download
(depends on documents)
bold, underline for the keyword

⑥ Each Button

Download：Downloading
Cancel：Cancel to download

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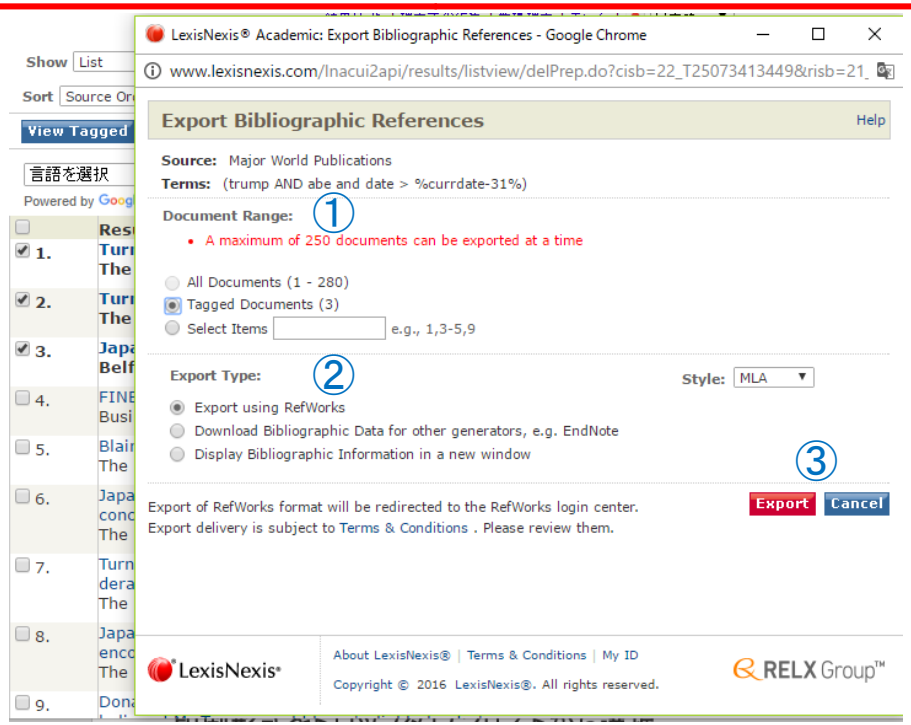
Export Bibliographic References



① Document Range

Select document range
(or by “Tagged Documents” at the result page)

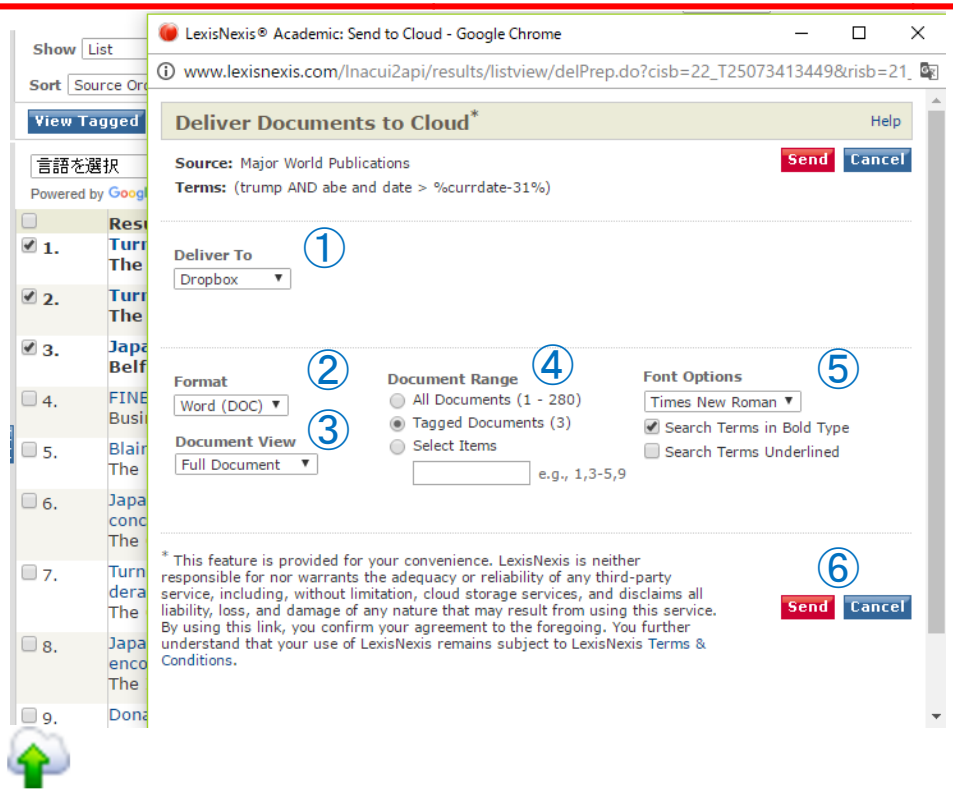
② Export Type

Select RefWorks, EndNote
(Document Management tool for documents)
Style: select Style
＊require modify (set by the program)

③ Each Button

Export：export as Bibliographic References
Cancel：Cancel to Export it

Send to Cloud



③ Document View
Select view to send to Cloud

④ Document Range
Select document range
(or by “Tagged Documents” at the result page)

⑤ Font Option
select font to download
(depends on documents)
bold, underline for the keyword

⑥ Each Button
Send：Sending to Cloud
Cancel： Cancel to sending to Cloud

① Delivery To
Select Cloud which you had(Dropbox、Google Drive)

② Format
Select from the list

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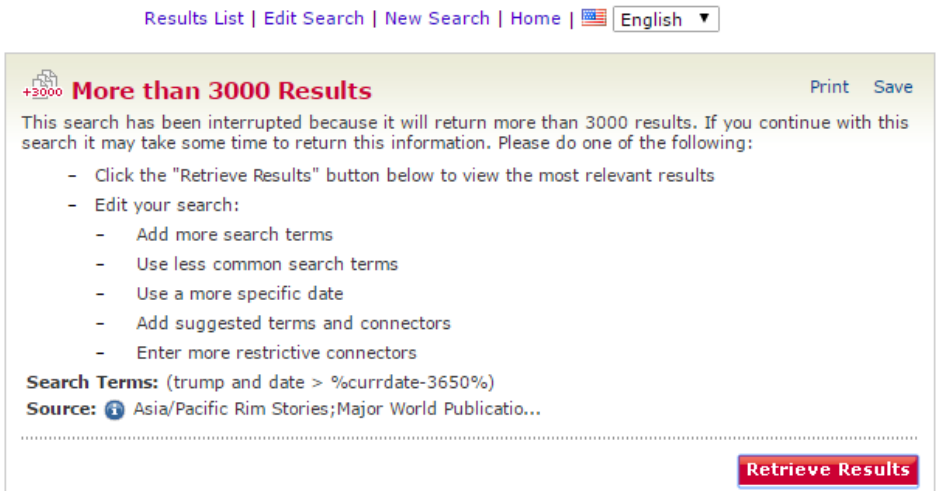
Copy DocumentsLink

Click copy link icon
Right click bold blue, select “copy link address”, then paste= CTRL key + V

“Over 3000 results” or “No documents Found”



More than 3000 Results

Result lists more than 3000

Click “Edit Search”, then modify
OR click Retrieve Results button, it will show relevant 1000 result

No Documents Found

There is no documents as result

Click Edit link then check spelling, modify

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