

NEXIS UNI

PART ONE: FIND CASES

Nexis Uni contains cases from Federal and state *appellate* courts including the U.S. Supreme Court, U.S. Courts of Appeals (including the 8th Circuit, to which Nebraska belongs), the U.S. District Court for the State of Nebraska, the Nebraska Supreme Court, and the Nebraska Court of Appeals.

Option 1: Quick search

1. Click on **Cases** (far left side of the Nexis Uni homepage)
2. Select **Federal** or **State**
3. Enter your terms in the search box (**citation, parties, topic**).
4. Optional: Limit your results by **date**
5. Click on **Search**
6. Results screen: Use options on the left to narrow results by **date, court, publication status, source, practice area, attorney, law firm, most cited, keyword, or judge**.
7. Click on a **case name** to access information about it

Option 2: Advanced search – more precise results

*The **Advanced Search** screen allows you to limit your search to specific fields, resulting in more relevant results.*

1. Click on **Advanced Search** (far left side of the Nexis Uni homepage)
2. Click on **Select a specific content type** to open a panel
3. Select **Cases** (at the very top of the panel).
4. Type your search terms in the appropriate **search boxes**. *NOTE: If you enter a term in a **Terms** box you must click on **Add** to add it to your search.*

Search box options include:

- a. **This exact phrase**
- b. **Party Name**
- c. **Court**
- d. **Citation**
- e. **Core Terms**: List of key words and phrases extracted from the case law document.

- f. **Summary:** Contains an in-depth summarization of the holdings and facts of a case.
- g. **Headnotes:** Legal issues that are pertinent to the case as provided by the court.

5. Scroll to bottom of screen and click on **Search**.

EXAMPLE

To search for Nebraska cases about *child custody*:

1. Type *child custody* in the **Core Terms** and **Headnotes** fields
2. Click on **Search**
3. Use the **State** option to the far right to limit your results to **Nebraska**

PART TWO: FIND STATUTES

Nexis Uni contains Federal and state statutes and regulations.

Option 1: Search

1. Click on **Advanced Search** (far left side of the Nexis Uni homepage)
2. Click on **Select a specific content type** to open a panel
3. Select **Codes**
4. Type your search terms in the appropriate **search boxes**. *NOTE: If you enter a term in a **Terms** box you must click on **Add** to add it to your search.*
5. Optional: Use the options on the far left to narrow your results by **jurisdiction, source, practice area & topic, most cited, or keyword**.

Option 2: Browse

1. Click on **A Publication** (far left side of the Nexis Uni homepage).
2. Use the **Find publication** box to retrieve the statutes you wish to browse.
 - Federal statutes: Enter "United States."
 - State statutes: Enter the name of the state.
3. Select the appropriate source from the list that appears & click on **Search**.
4. Results list: Click on **View Table of Contents** to browse the statutes.