

# **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 8<sup>th</sup> 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**

# **NEXIS UNI**

## **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.