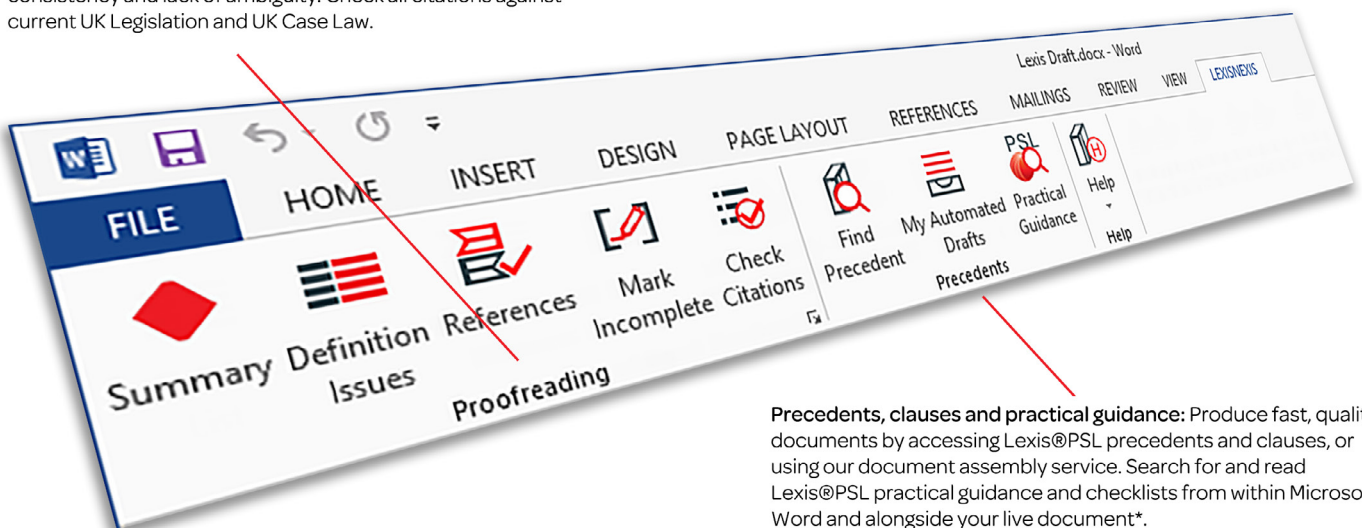


What is Lexis® Draft?

Lexis Draft is a Word add-in from LexisNexis which allows you to proofread the content of new and existing documents in less time and with lower risk.

Proofreading: Review defined terms, inconsistent phrases, references and punctuation to ensure completeness, accuracy, consistency and lack of ambiguity. Check all citations against current UK Legislation and UK Case Law.



Precedents, clauses and practical guidance: Produce fast, quality documents by accessing Lexis@PSL precedents and clauses, or using our document assembly service. Search for and read Lexis@PSL practical guidance and checklists from within Microsoft Word and alongside your live document*.

Why use Lexis® Draft?

Using Lexis Draft will:

- Improve and accelerate the document drafting and review process
- Ensure completeness, accuracy, consistency and lack of ambiguity
- Reduce the risk of human error
- Complete your daily tasks more quickly and easily
- Enable you to gain more time to spend on clients and increase profitability



	Name	What does it do?
<p>Proofreading</p> <p>The proofreading menu offers several options to enable you to catch content errors including improperly defined terms, cross references, inconsistent phrases and numbering problems, and stylistic mistakes in your documents.</p> <p>It also locates legal citations in your document, giving a visual indication of each citation's legal status and allowing review, research and confirmation of the citations.</p>	Summary	Display a summary risk assessment dashboard of all proofreading items found
	Definition Issues	Identify and resolve issues with defined terms across your document or a suite of documents
	Phrases	Identify inconsistent phraseology across a document
	References	Check references to definitions, paragraphs or to other documents
	Editing	Detect incomplete or unpaired punctuation, excess spaces and other editing errors
	Numbering	Identify inconsistent or out-of-sequence numbering
	Incomplete	Mark and find incomplete items for later completion
	Check Citations	Check the document for validity and status of referenced citations against current UK Legislation and UK Case Law
	Common	Display a list of capitalised common terms found in the document
	Specifics	Display terms that are specific to this document, for e.g. dates, names, addresses etc.
	Aggregate	Display a consolidated list of all items found in all categories
<p>Precedents and Clauses</p> <p>Create quality drafts of legal documents, using LexisNexis content</p> <p>Lexis®PSL subscription required</p>	Find Precedent	Access Lexis®PSL Precedents and clauses
	My Automated Drafts	Access your personal library of automated drafts
	Practical Guidance	Search Lexis®PSL online Practical Guidance content
Other	Help	Access help, settings and product information

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