Lexis+® UK



Practical Guidance

certification guide

LexisNexis®

Explore the practical side of the law

Lexis+® UK is our intuitive platform, enabling you quick access to all the law you need. You can easily discover what the law says and what to do about it, all in one place, and get yourself ready for the working world.

The Practical Guidance certification tests your ability to research and apply legal material and your familiarity with the Practical Guidance module on Lexis+. Used by lawyers in practice, understanding how to use Practical Guidance will give you a head start in your vacation schemes, work experience or pro bono work. This guide will help you develop a basic understanding of how to navigate the platform so you can get certified in four simple steps.

How to get certified

1 Getting started

Read our certification guides or attend a certification session to learn the basics

2 Be prepared

Register for the test online and make sure that you're logged into Lexis+

3 Take the test

You need to get 13 out of 15 questions correct to pass (but you can take the quiz as many times as you need)

4 Get your certificate

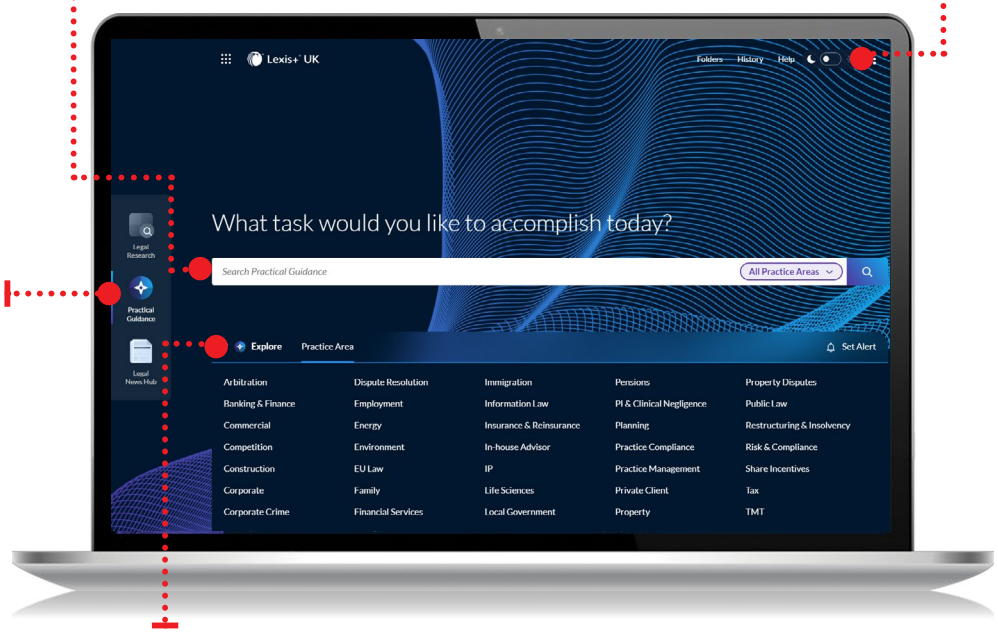
Congratulations! Download your certificate to demonstrate your Practical Guidance skills

Practical Guidance on Lexis+

Search bar
Easily find practice notes, forms, checklists and more.

Screen working mode
Choose whether you work in dark or light mode.

Modules
Toggle between Legal Research, Practical Guidance and the Legal News Hub depending on what you're looking for.



Explore box
Browse by Practice Area to find topics and subtopics.

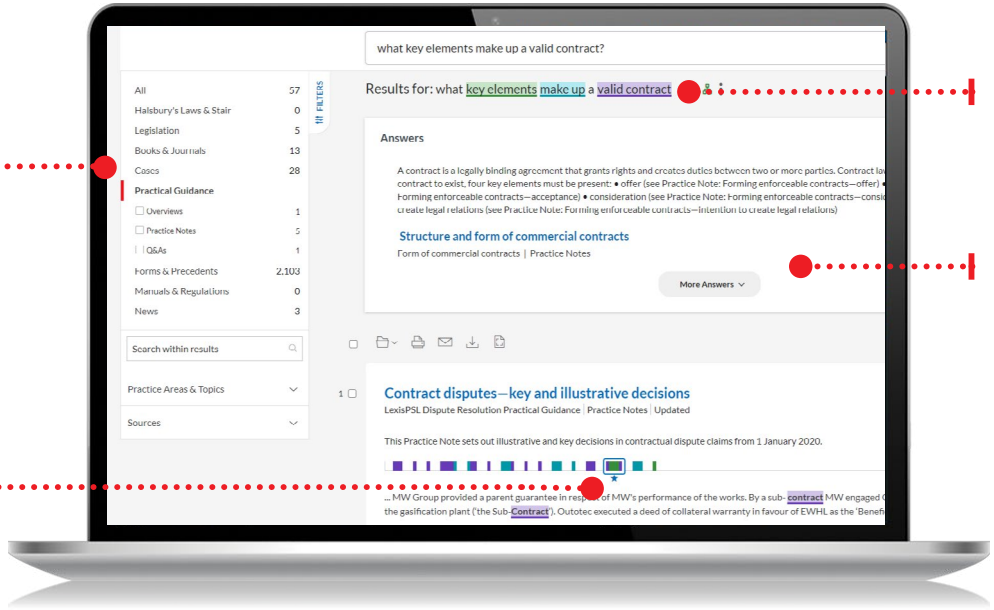
Navigating Practical Guidance

Practical Guidance speeds up all aspects of legal work in practice— from drafting documents to onboarding clients, through the help of the most up-to-date practice notes, precedents, forms and current awareness alerts across 36 Practice Areas.

You can choose to use the Search bar to find something specific by entering search terms or asking a question, or browse an individual practice area via the Explore box. Here's a quick overview on how to navigate the search results.

Search Filters
Narrow down your search results by filtering by source or practice area as well as performing a search within your results.

Search Term Maps
The star represents the most relevant section of the document, based on your search terms. You can preview other relevant sections of the document by clicking on the coloured bars.



Search Term Maps
Quickly spot your colour coded search terms in your results. The colours indicate where your search terms appear within the document and how frequently.

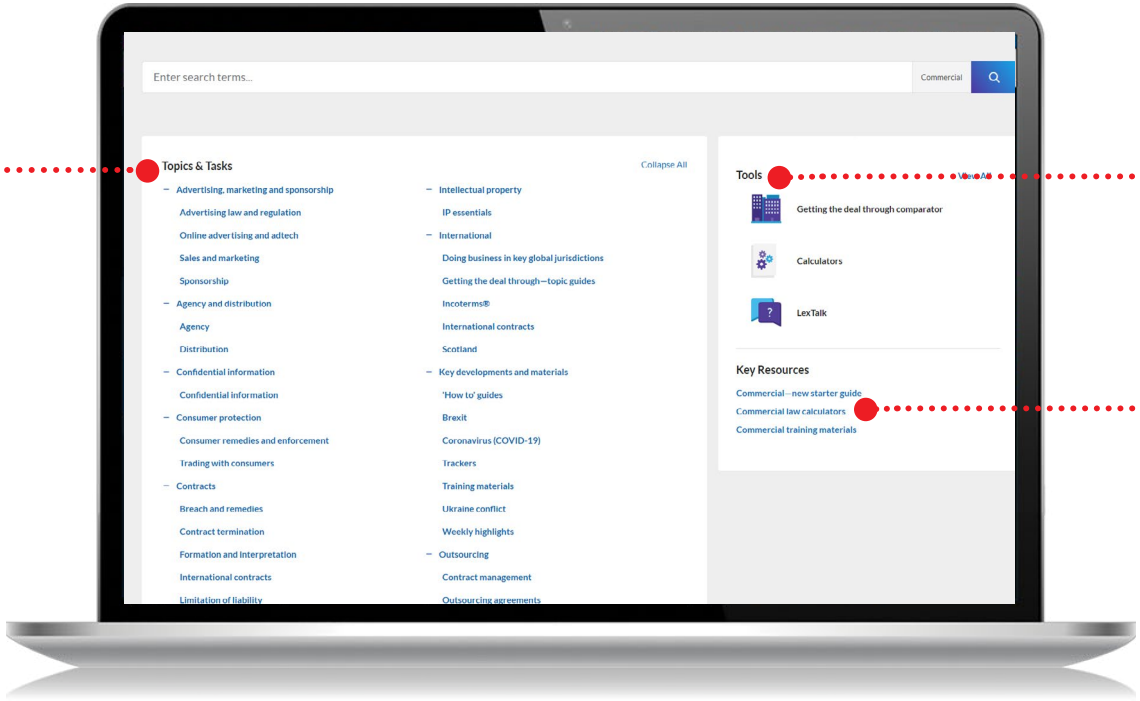
Answer Cards
Find the answers to your legal questions with succinct answer cards.

Explore a practice area

Within an individual practice area you can run a search across that area, drill-down into specific topics and sub-topics, or explore a range of useful tools and resources from the practice area homepage. Each practice area has the same layout, but the content within it will change to show you what is most relevant. We will further explore some of these sections in the following pages.

Looking at the practice areas at this level is a handy way to understand the different elements of law that are included in that area.

Topics & Tasks
Explore more specific topics and subtopics by clicking on the '+' icon.



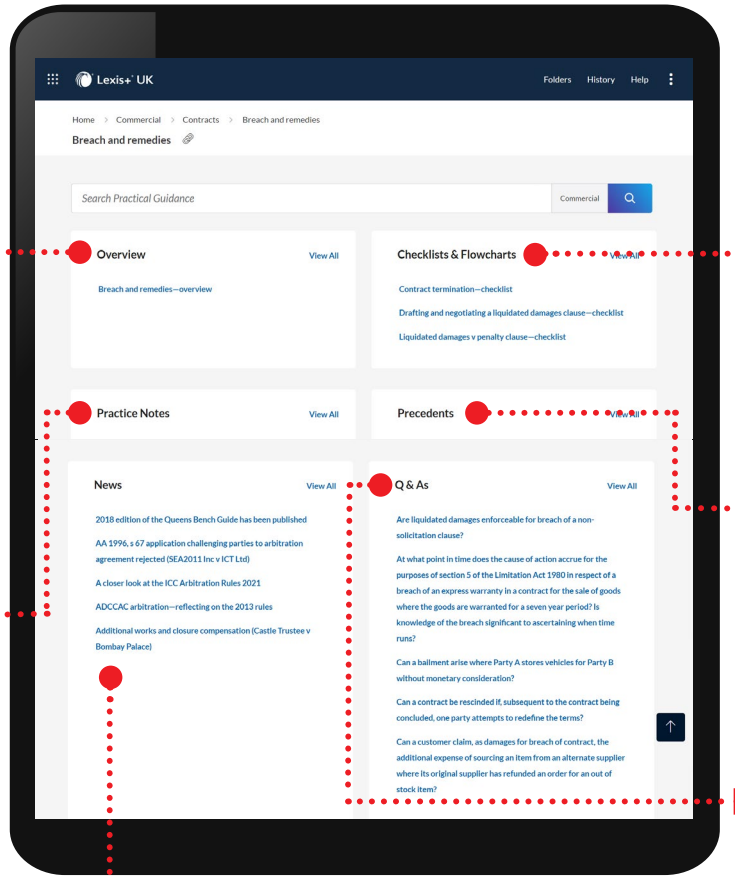
Tools
Compare legal approaches across different jurisdictions and access key calculators for the practice area, such as, VAT, date-to-date and more.

Key Resources
Find informative documents to support your knowledge of the practice area, such as, new starter guides, training materials and client guides.

Topics & Tasks

Under each topic and subtopic you will find a series of categories. Once you've chosen a topic you'll gain access to topic overviews, checklists, news and more.

Navigating Topics & Subtopics



Overview
The overview provides an introduction to the topic supported by precedents, practice notes and checklists.

Practice Notes
Find clear, up-to-date explanations of the law and how to apply it, written by our legal professionals.

Checklists & Flowcharts
Find practical tools to support you in carrying out various tasks.

Precedents
Find templates that help you save time when drafting documents, such as contracts.

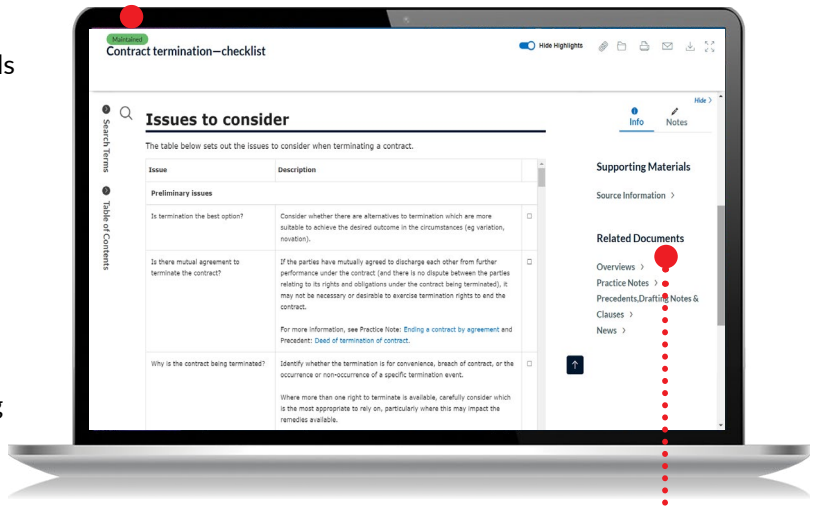
Q&As
Got a question? Find questions which have been previously asked by legal professionals and answered by our legal experts, via LexisAsk. This is provided as legal guidance rather than legal advice.

News
Read the latest key developments relevant to the practice area.

Checklists

Traffic light system
A status signal appears at the top of each document to indicate its current status.

Maintained
Updated
Archived



Related Documents
Here you'll find links to relevant overviews, practice notes, precedents, flowcharts, news and research sources.

Tools

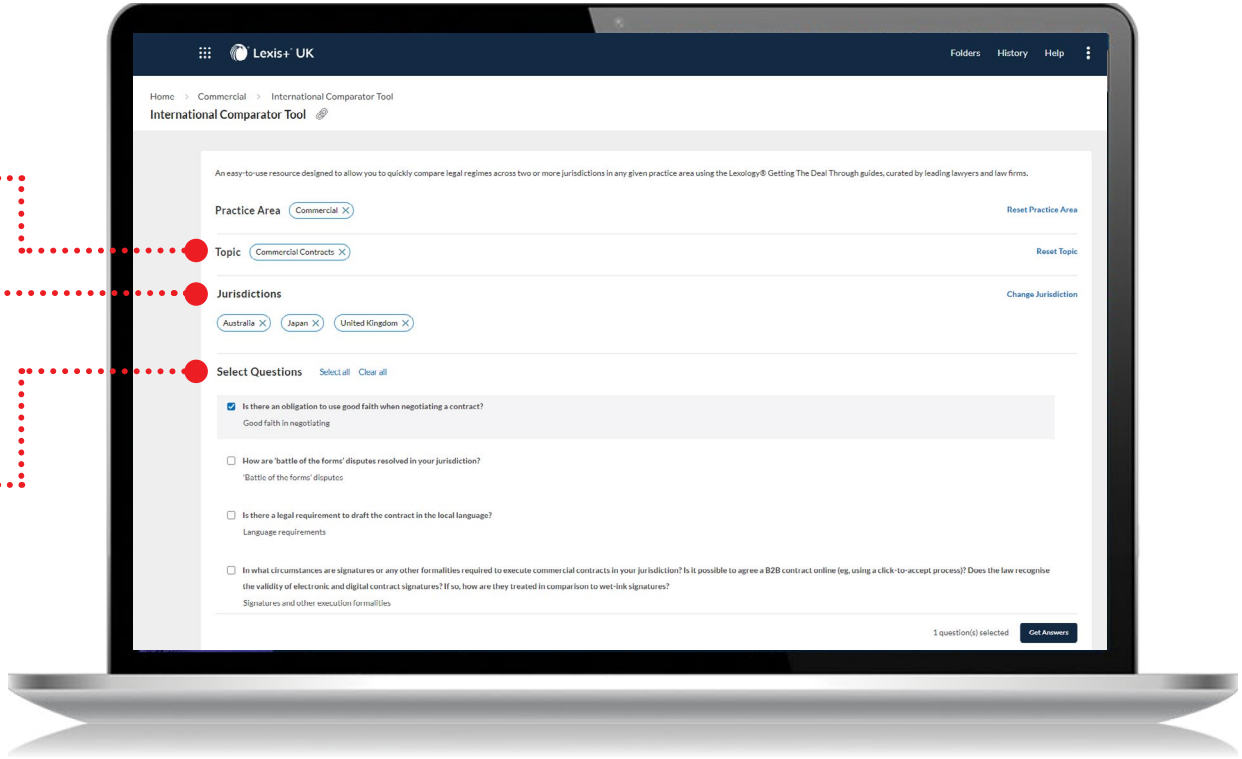
In each practice area, you can find handy resources under the Tools section, including calculators and a comparator tool. This is an easy-to-use resource which allows you to quickly compare legal regimes across two or more jurisdictions in any given practice area. It's useful for anyone studying international law modules, or when doing extra research for your academic assignments.

Topic
Select a topic from the options available.

Jurisdictions
Select a jurisdiction from the options available. This will change depending on the practice area and topic.

Questions
Select a question using the checkboxes to find answers on how this topic is approached across different jurisdictions.

International Comparator Tool



Key Resources

In each practice area you can find useful documents, including new starter guides, client guides and training materials. These provide a thorough introduction to the practice area with links to relevant subtopics, practice notes, legislation and news.

Training materials

Find and download valuable content to support training sessions, as PDF and PowerPoint presentations.



New starter guide

This resource is designed for trainees. It's a great starting point for law students who want to learn more about the different practice areas.

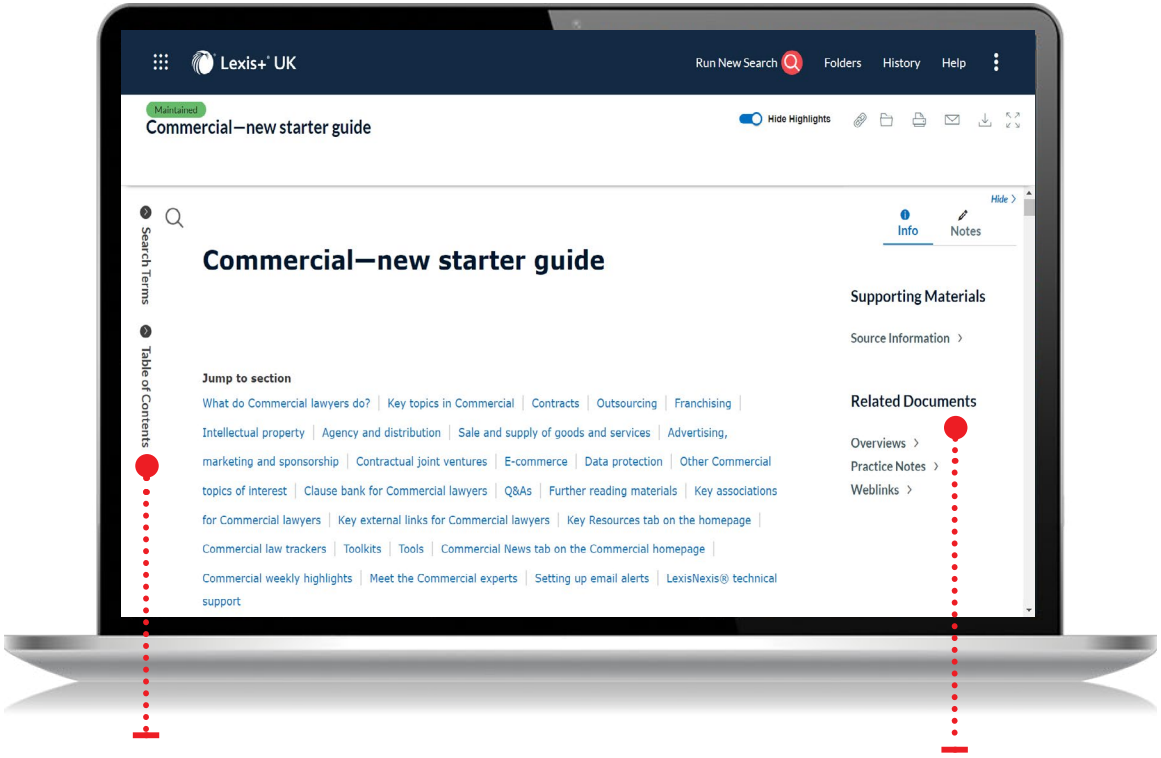


Table of Contents
Jump to various sections of the guide from anywhere in the document.

Related Documents
Find links to additional information including topic overviews and practice notes.

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