

# ■ What is Lexis® Create?

Create the perfect legal document every time.

Lexis Create is a tool within the Microsoft environment that pulls together all the legal content, tools and calculators you need to create brilliant legal documents the first time.

## Why use Lexis Create?

- Easily find and reuse work or clauses you and your colleagues have already written.
- Automatically check and link through to Companies House for a match.
- Legal contracts include language biases? Check for inclusive language and change it directly in the document.
- Detect inconsistencies in definitions, numbering and formatting.
- Is this a leap year? Is it gross or net? The built-in calculators will check your dates and numbers.
- Save or share documents safe in the knowledge you won't display personal or confidential information with the redaction tool.
- Connect to DocuSign to instantly finalise your document.



		Name	What does it do?
BUILD		Calculators	Access in-built calculators to improve efficiency.
		Content Snippets	Create, store, and share reusable Snippets to users and approvers.
		Lexis®PSL	Save time by accessing your Lexis®PSL Precedent content. Insert whole or part precedents into your document.
CHECK	ANALYSE	Incomplete Information	Identifies bracketed text, bulleted text, missing information, highlighted text and other placeholders.
		Definition Issues	Finds definitions in your document which are defined but not used, used before defined, duplicate, not in alphabetical order, and not capitalised.
		Citations	Identifies Cases and Legislation in the document. Automatically check their status against the Lexis®Library database.
		Cross-Reference Issues	Checks for references which are not found in your document or incorrect.
		Mismatch	Identifies mismatches between numbers, days of the weeks and dates.
	REVIEW	Definitions	Highlights defined terms and definitions in your document. Easily view definitions as you work through defined terms in your document.
		Cross References	Shows references in your document with a convenient split screen.
		Negotiable Amounts	Highlights negotiable amounts to check in your document.
		Identifiable Information	Flags identifiable information to be checked in your document, including names, telephone numbers, addresses and company information. Links through to relevant company information on Companies House.
		Dates and Times	Finds dates and times in your document.
	REFINE	Inclusive Language	Flags non-gender-inclusive language.
		Formatting	Highlights incorrect spacing, pairing, and duplicate text.
Numbering		Shows numbering issues in your document.	
Recognised Terms		Highlights recognised terms including departments and agencies, languages, policies and standards, and units in your document.	
COMPLETE	Redact	Redact confidential words, phrases, or identifiable information.	
	Report	Generate reports on selected text in your document.	
	Final Check	Quickly view your organisation's chosen Final Checks.	
	Finalise	Remove Lexis®Create navigation bookmarks.	
	DocuSign	Securely send, sign, and track important documents using DocuSign integration.	
GUIDANCE		Search Lexis®PSL Practice Notes. Pin frequently used documents to collections.	
ADMIN CENTRE		A single point to manage your company's experience with Lexis®Create, including approving and editing snippets, viewing your account users, managing Final Checks - and much more!	
iMANAGE INTEGRATION		Lexis®Create can integrate with iManage, to allow easy access to selected shared libraries.	

Contact the LexisNexis Helpdesk for assistance, search advice or technical issues.  
 Call: **0330 161 1234** (between 09:00 to 17:30 GMT)  
 Email: [customer.services@lexisnexis.co.uk](mailto:customer.services@lexisnexis.co.uk)

For more information about Lexis®Create, visit our website [www.lexisnexis.co.uk/lexiscreate](http://www.lexisnexis.co.uk/lexiscreate)

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