



WEIGHT LESS

Heavy on content Light on space

Learning how to use Lexis Red™

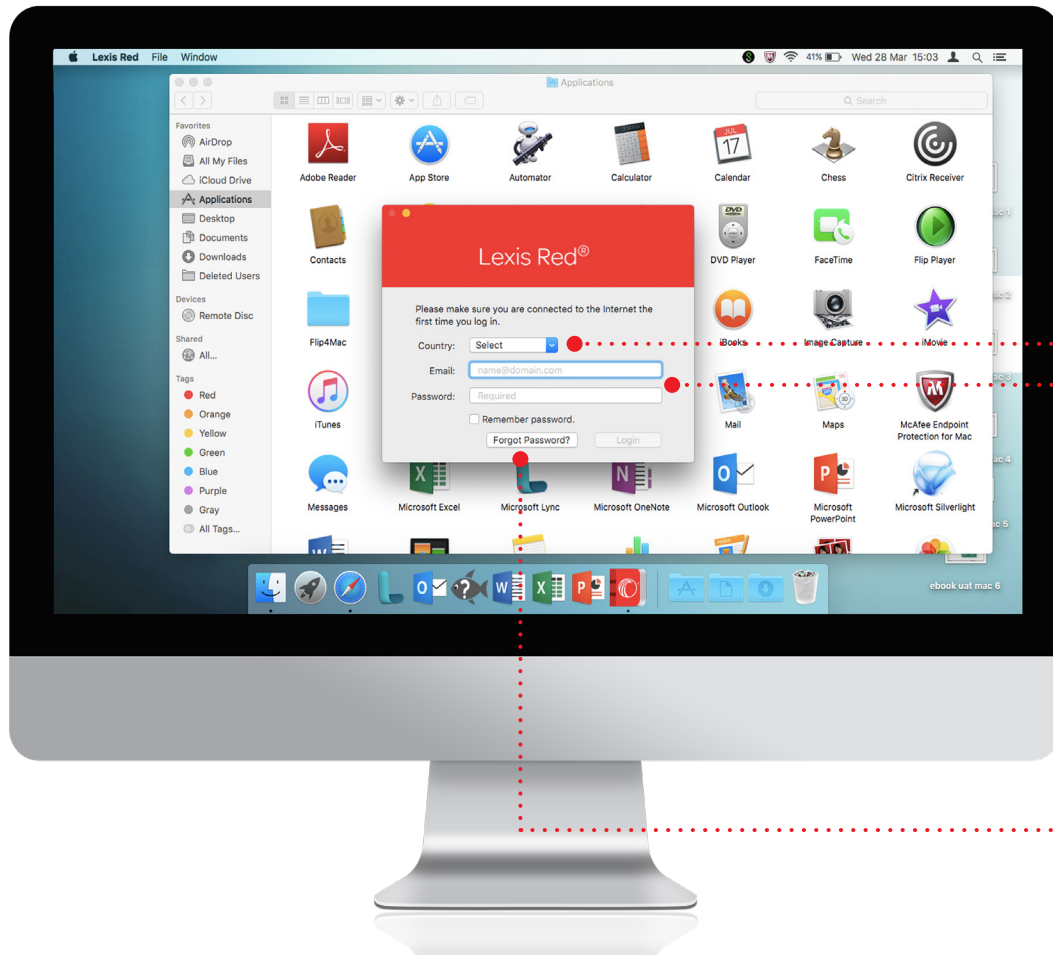
FOR MACINTOSH COMPUTERS AND LAPTOPS
SEPTEMBER 2018

Downloading Lexis Red

2

Open the App Store, search for 'Lexis Red' and select the  app. Click  to download and install Lexis Red.

Logging in to Lexis Red



Select your country.

Enter your **login email** and **password**. If this is the first time, please refer to your welcome email for login details.

Reset your password.

Change password option under the Lexis Red tab.

Select **Organise Publications** to rearrange the order of your publications.

Click here to download all updates.

Click the **Download** icon to download your publication to your device.

Type partial or full title name to see relevant publications instantly.

Click the **front cover** to open a publication.

Click for more information on the publication.



Search



More information on the publication



Share and Print



View recent history



Help and tips



Settings

Browsing content

You can view each publication with its table of contents or in full screen.

View full screen without the **table of contents**.

Search within the open publication.

Results can be filtered by content type.

Toggle view to see **table of contents**.

Navigate back and forth through content using the left and right arrows.



Search



More information on the publication



Share and Print



View recent history



Help and tips



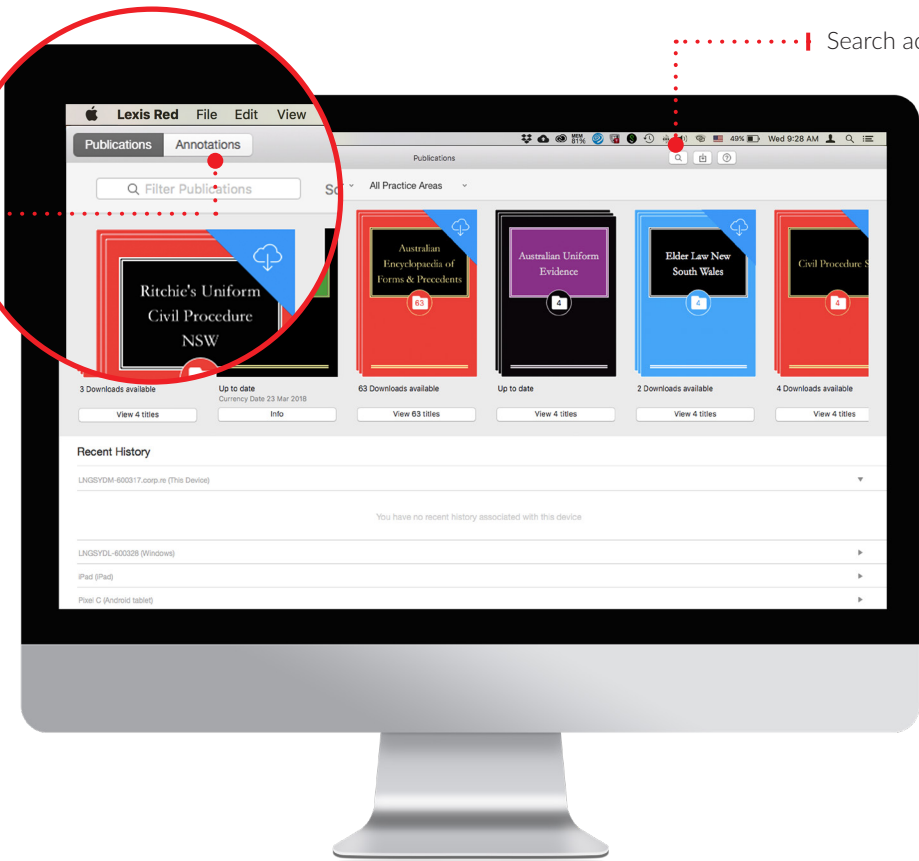
Settings

Browsing content

You can view Publications or Annotations by toggling views as shown here.

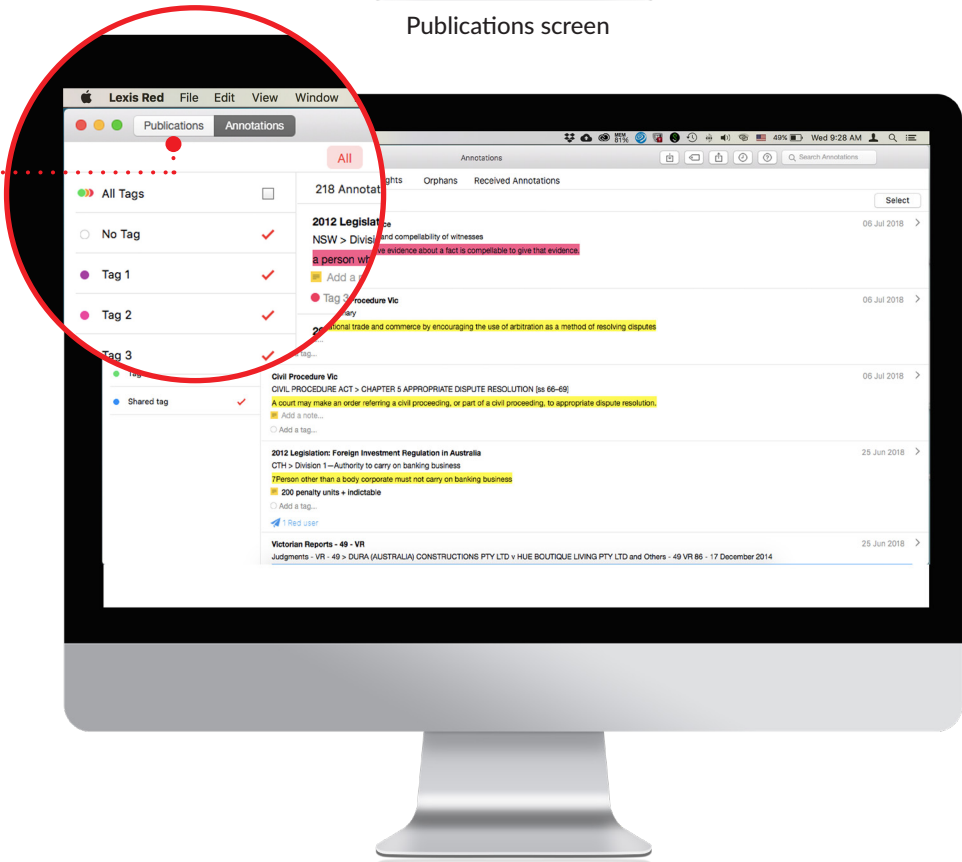
Click to view your annotations.

Search across your publications.



Publications screen

Click to view your publications.



Annotations screen



Search



Customise tag names



Share and Print



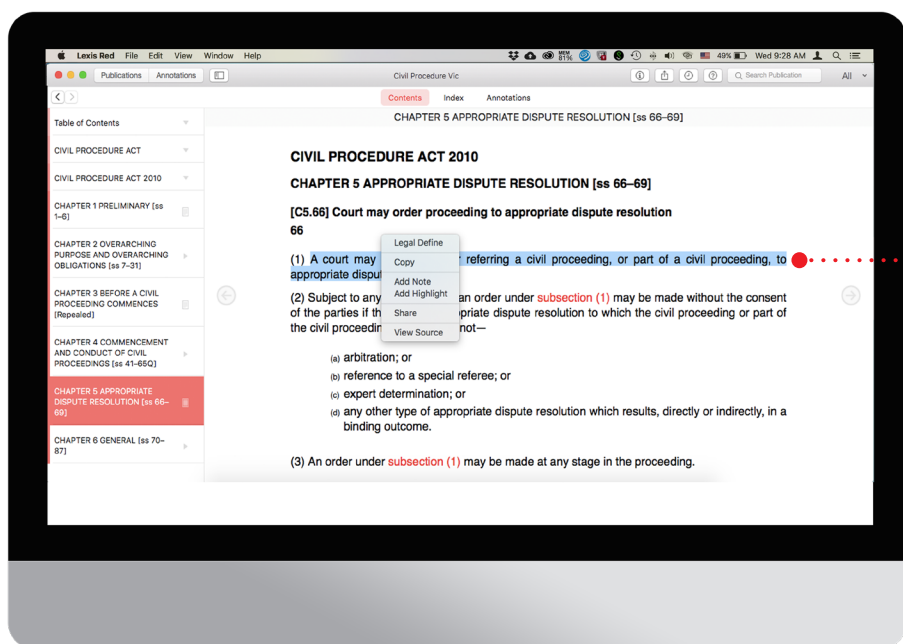
View recent history



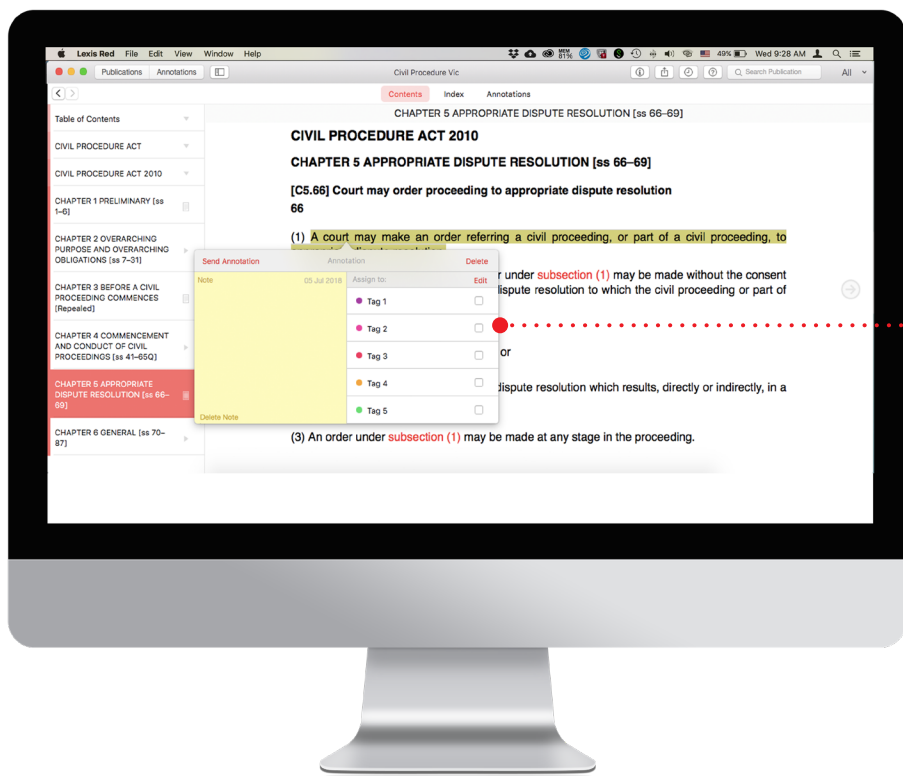
Help and tips



Settings



Select text with the mouse and right click to add highlights and notes.



Use tags to sort your highlights and notes by matter, for example.



Search



More information on the publication



Share and Print



View recent history

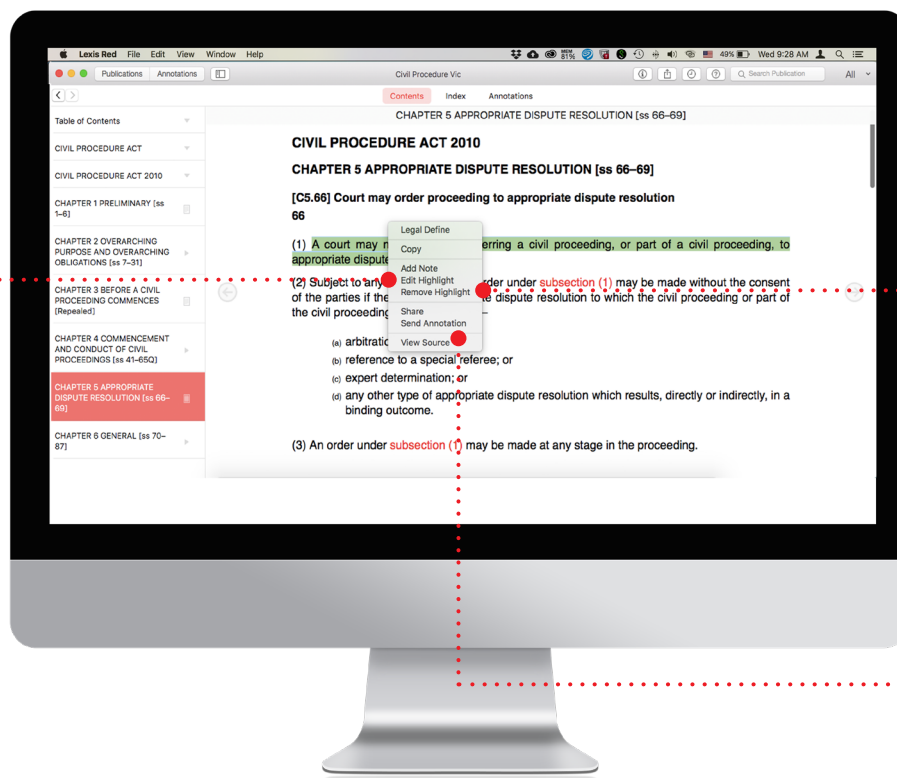


Help and tips



Settings

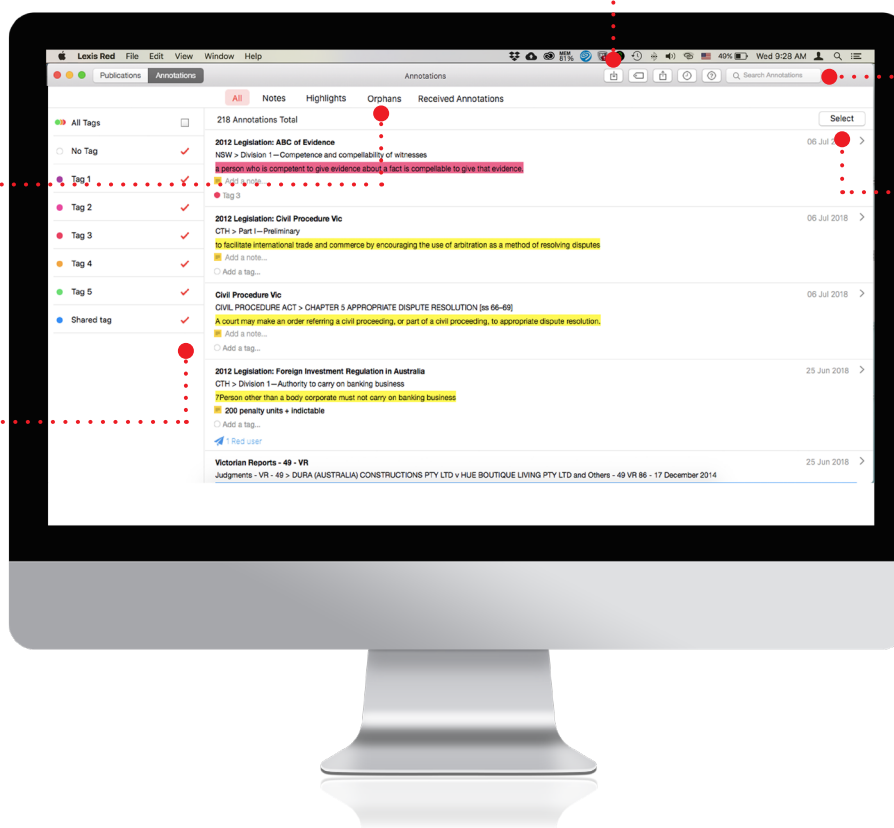
To highlight more: Click on a highlighted word and drag to cover the extra content you want to highlight. Click **Edit Highlight**.



NOTE: Deleting a highlight will also delete any associated tagging or notes.

Select **Send Annotation** to send a note to other Red users.

Download received annotations.



Orphan Notes are notes that have have been amended or removed by content updates.

Select the tags you want to see.

Search across your annotations.

Select multiple annotations to delete, tag, print or share as PDFs.



Search



Customise tag names



Share and Print



View recent history



Help and tips



Settings