INSTRUCTIONS FOR REGISTERING FOR LEXIS ACCESS

and

REGISTERING FOR A WEB COURSE ON BLACKBOARD

All 1Ls will use Lexis during the fall semester. Thus, all 1Ls should register for Lexis access now. If a professor instructs you to register for a Web Course on Blackboard, then you will first need to register for Lexis access and then register for the Web Course. You only need to register for a Web Course on Blackboard if one of your professors uses Blackboard in his or her class; review your course syllabi and first assignments for this information.

Registering for Lexis Access

1. Obtain the University of Memphis Lexis Registration Code from Jane Stone.
3. Enter your name, your preferred email address, and the University of Memphis Registration Code provided to you by Jan Stone. Click Submit.
4. Complete your Personal Profile and click Submit.
5. Complete your Sign-In Profile and click Finish.
5. After you set up your Lexis Profiles, you will be taken back to the Lexis Law School Home Page. Later in the semester, you will learn how to conduct legal research on Lexis.

6. If you have problems registering for Lexis access, contact your Lexis representative, Lindsey Watson, at Lindsey.Watson@lexisnexis.com or the Lexis Law School Support Line at 1-800-45-LEXIS.

Registering for a Web Course on Blackboard

1. Go to http://www.lexisnexis.com/lawschool and sign in using the username and password you created.

2. Click on Web Courses.
3. You will be taken to the Web Courses Home Page. Click on Courses at the top of the page.

4. In the Course Catalog, click on University of Memphis Cecil C. Humphreys School of Law.

5. Find your course in the list and click Enroll.
6. Click **Submit** to confirm your enrollment. Once you receive the “Action Successful” message, return to the Web Courses Home to access the course.

7. If you have problems registering for a Web Course, contact your Lexis representative, Lindsey Watson, at Lindsey.Watson@lexisnexis.com or the Lexis Law School Support Line at 1-800-45-LEXIS.