INSTRUCTIONS FOR REGISTERING FOR LEXIS ACCESS

All 1Ls will use Lexis during the fall semester. Thus, all 1Ls should register for Lexis access now.

Registering for Lexis Access

1. After you are registered for classes, you will receive an email from one of our librarians, Jan Stone, that contains information about how to register for Lexis.


3. Enter your name, your preferred email address, and the University of Memphis Registration Code provided to you by Jan Stone. Click Submit.

3. Complete your Personal Profile and click Submit.
4. 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. Check your first assignments on eCourseware to see if any of your professors uses Lexis Web Courses. If you have any classes that require you to use Lexis Web Course, follow the instructions below.

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

3. Click on Web Courses on the right side of the screen.
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.