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- **New Link to Cite tool:** When your document is complete, easily create permanent cite links for the courts and others to view full-text documents online.

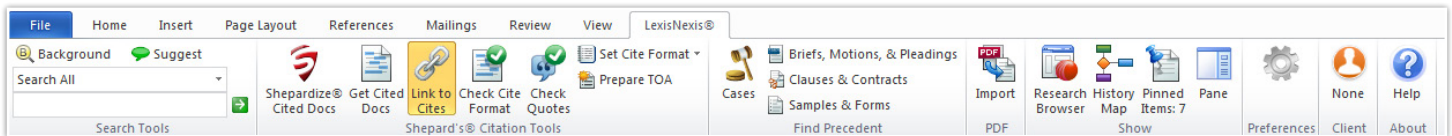
*See details on the next page.*



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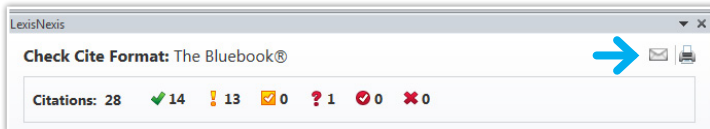


### New Email or print a document report preview

You can now email a preview of the following items to share with a colleague or print to a local printer:

- Check Cite Format report
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- Table of Authorities preview

Print or email at any point in your document process—at the outset when issues are first identified, partway through your work or when it's complete. This feature came in response to user input and is available at no additional charge to all customers who use Lexis for Microsoft Office Document Tools.



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That's it! When the recipient clicks a link in your document, Lexis Advance will open in the default Web browser. Each case citation will open to the pinpoint page if available. The recipient must have a Lexis Advance ID and password to access the cited full-text documents.

This can save courts and co-counsel time and enhance your reputation for providing clear, sound, user-friendly documents. This feature is available at no additional charge to all Lexis for Microsoft Office customers.

### For more information

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