

# LexisNexis® LexRead™ User Guide - Institution

eBook solution for LexisNexis Southeast Asia



# Technical Requirements for LexisNexis® LexRead eBooks?

**Online viewing: Desktop or laptop with Internet connection and latest version of the web browser:**

**Windows:**

Internet Explorer: Version 8.0 and above.

Firefox: Version 16 and above.

Google Chrome: Version 23 and above.

Opera: Version 12 and above.

**Mac:**

Safari: Version 5.3 and above.

Firefox: Version 16 and above.

Opera: Version 12 and above.

For full functionality, Flash Version 9 and above.

**iPad:**

iOS 6 or later, Available Memory Space 500MB and above. Download LexRead for iPad free app available through iTunes/App Store on the device.

**Android tablet:**

Android 4.0 or later and access to Google Play Market.

Download the LexRead for Android free app available through the Google Play store.

Screen size 7 & 10 inches, Resolution 800x600 and above, RAM 2GB, available Memory Space should be 500MB and above.

## CONTACT US

### TECHNICAL SUPPORT

For technical support questions, email to [Lexisnexis.support@ipublishcentral.com](mailto:Lexisnexis.support@ipublishcentral.com)

### CUSTOMER SUPPORT

Malaysia : 1 800 88 8856

[Help.my@lexisnexis.com.my](mailto:Help.my@lexisnexis.com.my)

Singapore : 65 6349 0110

[Help.sg@lexisnexis.com.my](mailto:Help.sg@lexisnexis.com.my)

## How-To Guide : How do I access and read eBooks on my PC/Mac?

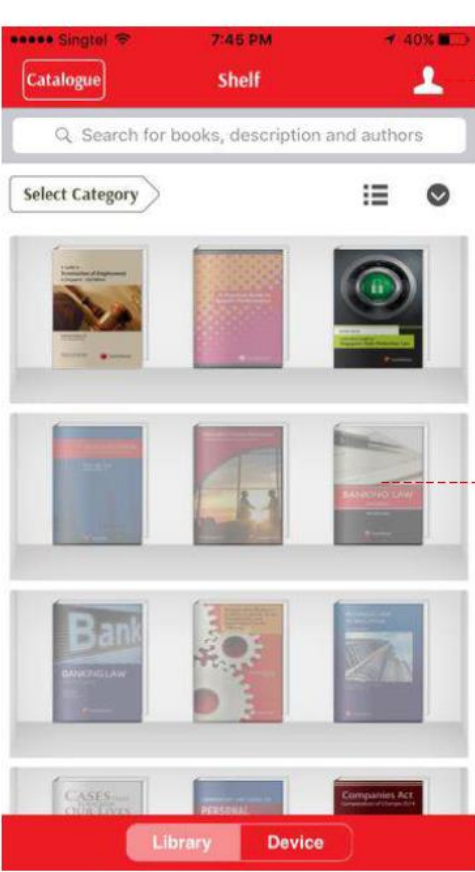
The screenshot displays the LexisNexis LexRead website. At the top, there are links for 'Redeem', 'Catalog', and 'Login/Register'. Below this is a banner with the text 'LexisNexis® LexRead™ Your Personal Library on The Go' and a row of eBook covers. A red circle with the number '2' is placed over the mobile app download icons (App Store, Google Play, Amazon Kindle). Below the banner is a search bar with a red search button and a red circle with the number '1' next to it. The main content area shows a grid of eBooks with their covers and titles, including 'Strata Title in Singapore and Malaysia (Sixth Edition)', 'Evidence and the Litigation Process, Sixth Edition', 'Lye Lin Heng's Landlord and Tenant Law in', and 'Singapore International Arbitration: Law and'.

Open the eBooks site [www.lexread.lexisnexis.com](http://www.lexread.lexisnexis.com) on any web browser that support Adobe Flash.

There are 3 methods to access to the eBooks:

- (1) Online viewing (through PDF)
- (2) Through mobile app – download LexRead apps from App Store for Apple devices or Google Play for android devices
- (3) Download Reader – to read eBooks offline without internet connection

# How-To Guide : How do I access and read eBooks on iOS Devices?



**Filter eBooks**  
by Practice Area  
for improved  
accessibility

Catalogue Shelf

Search for books, description and authors

Select Category

Library Device

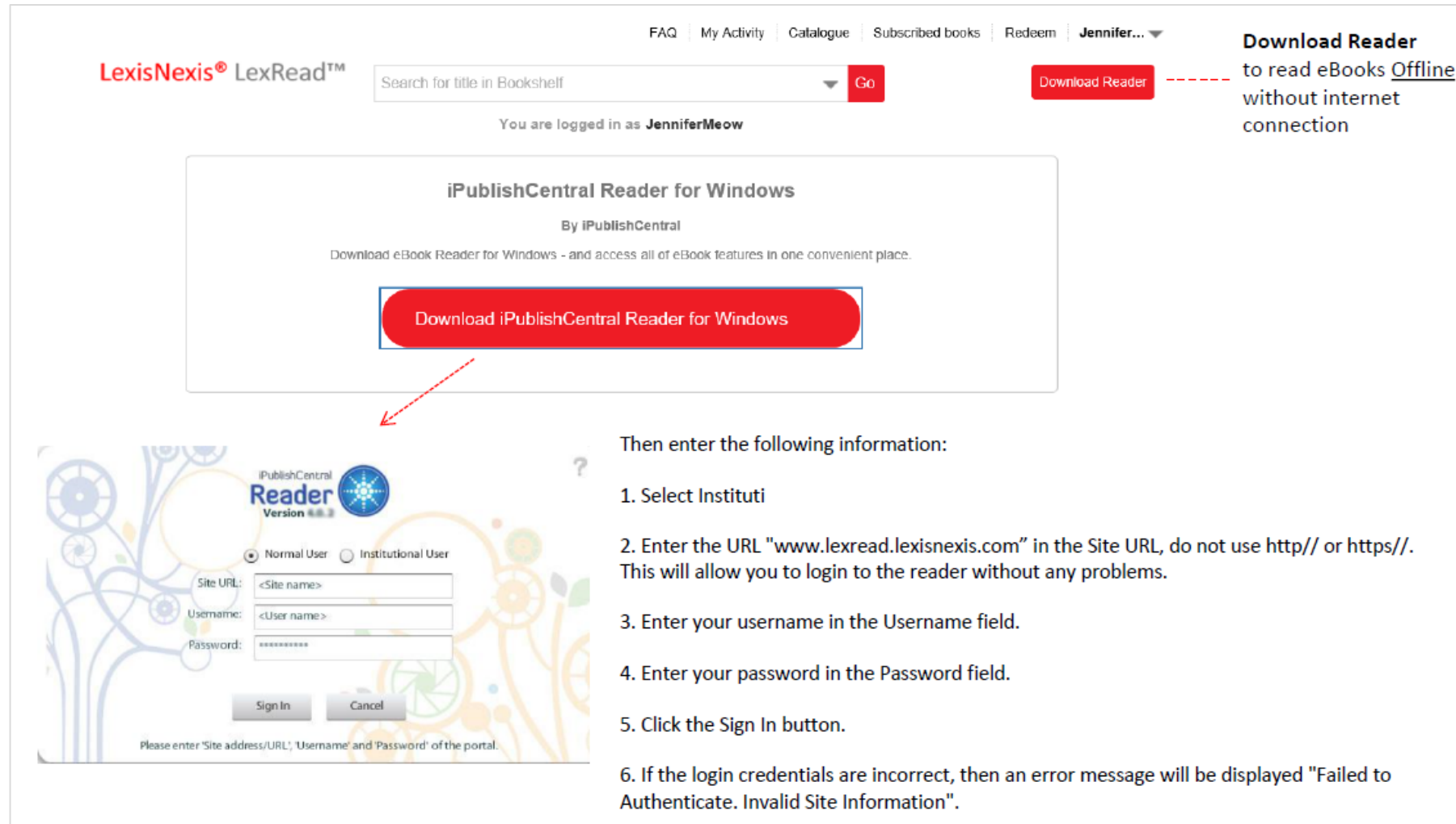
**Login** with your  
Username and  
Password to  
access Bookshelf

**Tap to Download**  
your eBooks to  
your device

The screenshot shows the LexisNexis mobile application interface. At the top, there is a red header with 'Catalogue' and 'Shelf' tabs, and a user profile icon. Below the header is a search bar with the text 'Search for books, description and authors'. A 'Select Category' button is located below the search bar. The main content area displays a grid of eBook covers. At the bottom, there are two buttons: 'Library' and 'Device'. Annotations include a dashed line pointing from the 'Filter eBooks' text to the search bar, another pointing from the 'Login' text to the user profile icon, and a third pointing from the 'Tap to Download' text to one of the eBook covers.

For Institution user, your mobile device must be connected to IP domain

## How-To Guide : How do I download eBooks to read offline?



The screenshot shows the LexisNexis LexRead™ website. At the top, there are navigation links: FAQ, My Activity, Catalogue, Subscribed books, Redeem, and a user profile dropdown for Jennifer... A search bar is present with the text "Search for title in Bookshelf" and a "Go" button. A red button labeled "Download Reader" is highlighted with a dashed red line. To the right of this button, text reads: "Download Reader to read eBooks Offline without internet connection". Below the search bar, it says "You are logged in as JenniferMeow". A central box titled "iPublishCentral Reader for Windows" by iPublishCentral contains a red button labeled "Download iPublishCentral Reader for Windows". A red arrow points from this button to a login form for the iPublishCentral Reader. The login form includes a logo for "iPublishCentral Reader Version 4.0.2", radio buttons for "Normal User" (selected) and "Institutional User", and input fields for "Site URL:", "Username:", and "Password:". Below these fields are "Sign In" and "Cancel" buttons. A note at the bottom of the form says: "Please enter 'Site address/URL', 'Username' and 'Password' of the portal." To the right of the login form, a list of instructions is provided.

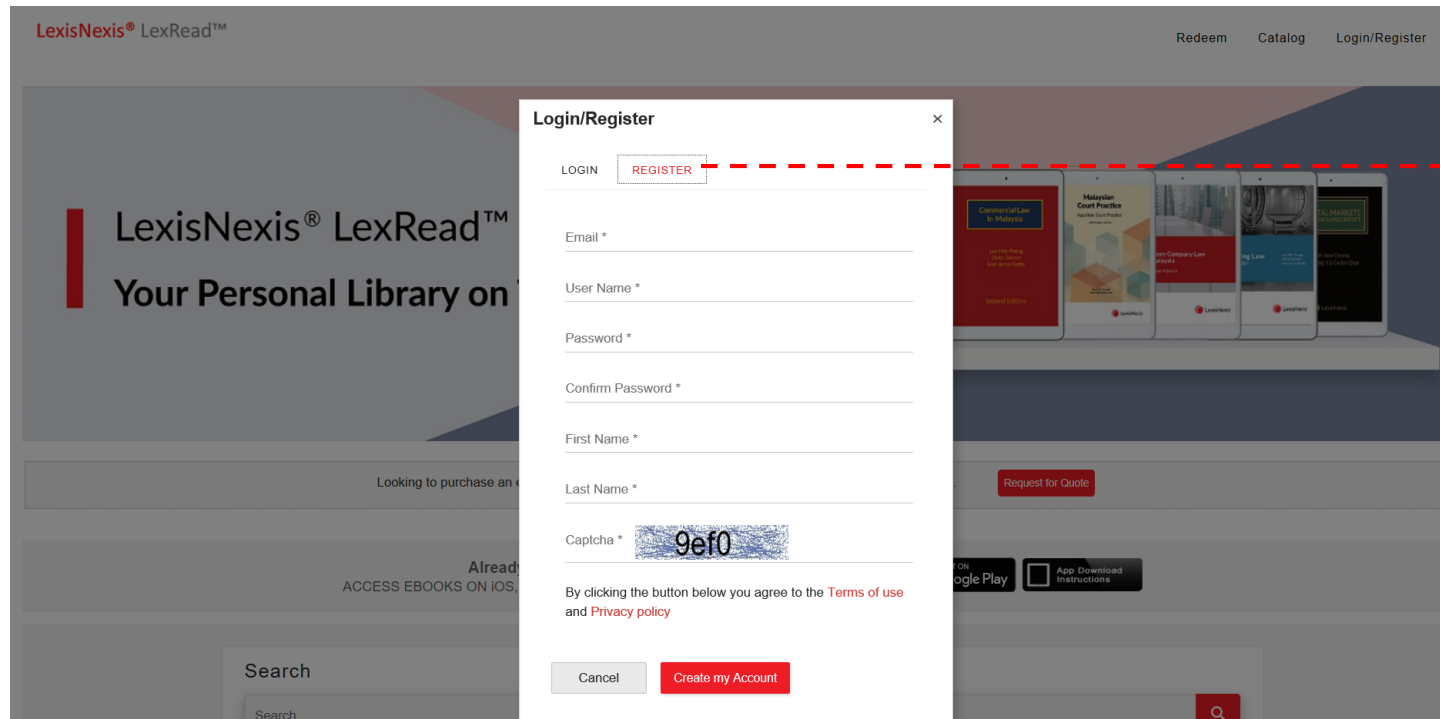
Then enter the following information:

1. Select Institutional
2. Enter the URL "www.lexread.lexisnexis.com" in the Site URL, do not use http// or https//. This will allow you to login to the reader without any problems.
3. Enter your username in the Username field.
4. Enter your password in the Password field.
5. Click the Sign In button.
6. If the login credentials are incorrect, then an error message will be displayed "Failed to Authenticate. Invalid Site Information".

# How-To Guide : How do I create my own individual login (under IP domain)?

Under IP access, you can access the purchased ebooks directly on LexRead without login.

In scenario that you prefer to enjoy personalized feature i.e bookmark, own shelves etc, you can create a login ID by the following steps.

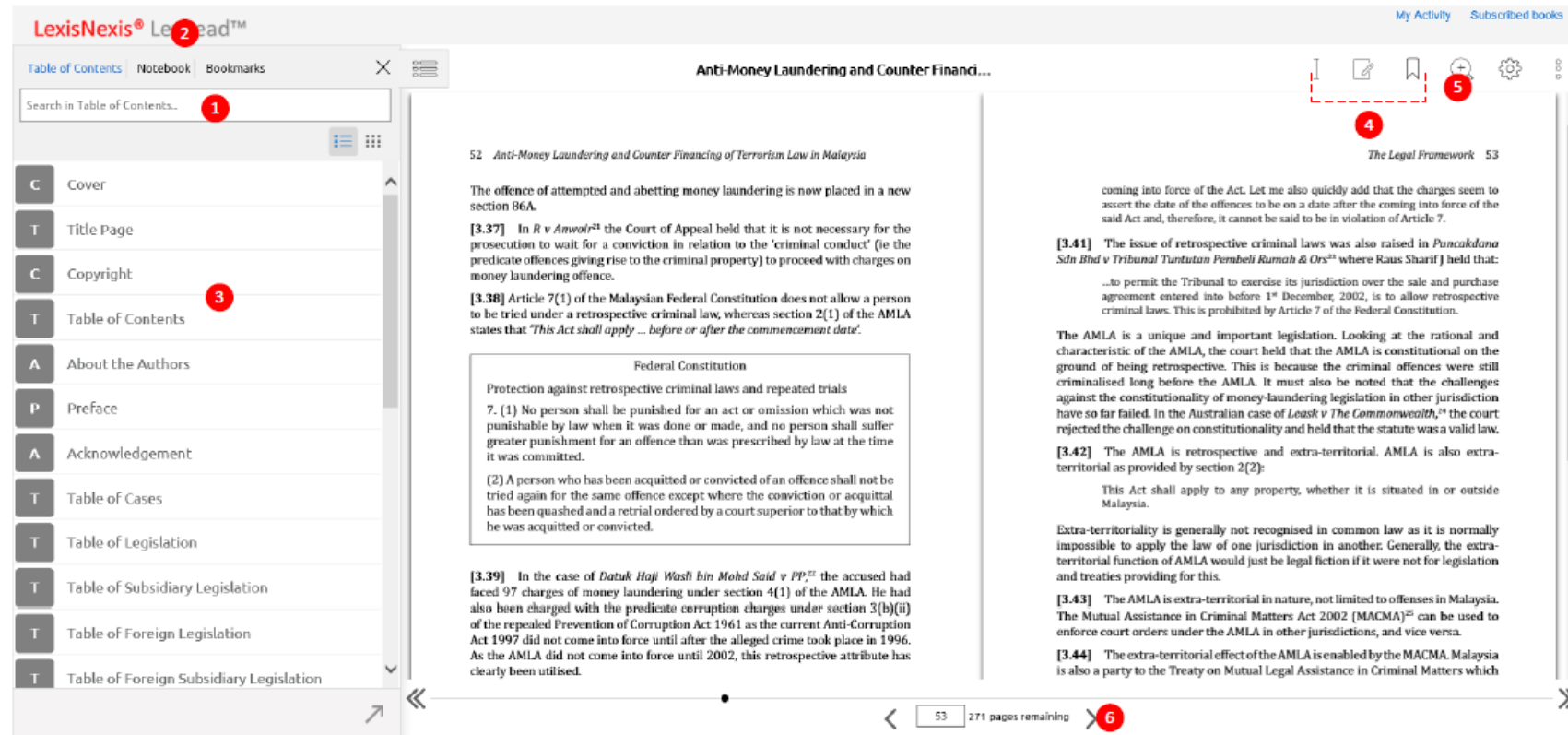
A screenshot of the LexisNexis LexRead website. A modal window titled "Login/Register" is open in the center. The modal has two tabs: "LOGIN" and "REGISTER". The "REGISTER" tab is selected and highlighted with a red dashed line. Below the tabs are several input fields: "Email \*", "User Name \*", "Password \*", "Confirm Password \*", "First Name \*", and "Last Name \*". A "Captcha" field contains the text "9ef0". Below the input fields, there is a line of text: "By clicking the button below you agree to the [Terms of use](#) and [Privacy policy](#)". At the bottom of the modal are two buttons: "Cancel" and "Create my Account". The background of the website is dimmed, showing a banner with the text "LexisNexis® LexRead™ Your Personal Library on" and a row of book covers.

Click on **Register** to create your own individual login ID

Fill up your personal particulars i.e your email address, preferred Username Password and Name



# How-To Guide : eBook Features to Suit Your Needs



1

## SEARCH

Type in keywords to access content quickly

2

## PERSONALISED VIEW

View your personalised Notebook (highlights with note and sticky notes) and Bookmarks

3

## TABLE OF CONTENT

Select the sections that you want to read and view your content in layers

4

## ANNOTATE

Add Highlights with selection tool, adding Notes, Bookmarks and Search for easy reference

5

## VIEW

Adjust to one- or two-page view, zoom in/ out, or view full screen to your liking

6

## SCROLL BAR

Use the scroll bar to jump to different pages in the book