# Online Resources for Business

## Off-Campus Login Information

To access the library databases:
- Check your course syllabus or Blackboard for the username and password.
- Go to the library web page.
  (www.lakeland.edu/academics/library)
- Click *Databases* Find Articles.
- Select the database you wish to search.
- Enter the library username and password.

## Finding Journal/Magazine Articles

Access complete articles at no cost! Magazine articles, scholarly journals, company profiles, analyst reports and news articles are a click away. The library provides numerous databases to help you find articles on business-related topics.

Need a scholarly article?  Look for a limiter within the database to restrict your results to scholarly journals.

Can't get to the library for a copy of the article? Limit your search results to those including a complete copy of the article by using the full-text limiter.

Find business content in these library databases:

### EBSCOhost Databases*

To access EBSCOhost databases, click *Databases Find Articles* on the library's webpage. Select EBSCOhost Databases from the list of databases that appears. Select one of the following databases:

#### Academic Search Premier
- Covers a variety of topics including business.
- Popular, trade and scholarly articles

#### Business Source Complete
- Covers business only
- Popular, trade and scholarly articles
- Full-text from many journals including *Harvard Business Review*
- Datamonitor/MarketLine Company Profiles
- SWOT analysis
- Market research reports
- Industry reports
- Articles from business newspapers

#### MasterFILE Premier
- Popular magazines
- Trends

#### Newspaper Source Plus
- Newspaper articles
- Regional business publications.

#### Regional Business News
- Newspaper articles
- Regional business publications

*EBSCOhost databases are part of  BadgerLink , a project of the Wisconsin Department of Public Instruction (DPI), Division for Libraries, Technology, and Community Learning.

## Finding Journal/Magazine Articles con't

### JSTOR
- Scholarly articles only; most prior to 2011.

### LexisNexis Academic
- Court cases and state and federal laws
- Company profiles
- Brands/competitors
- SEC filings
- Current newspaper and industry trade press articles
- *Accountant's Handbook* & *Accountant's Liabilities*

### ProQuest
Includes the following databases with business content:

#### ProQuest Research Library
- Newspaper, trade, popular & scholarly articles

#### ProQuest Psychology Journals
- Articles on psychological aspects of business such as marketing, human resources & teams.

### Sage: scholarly articles only.

## Finding Company Information

Publicly-traded companies are easier to research.  The amount of information available for private companies is more limited.

**Business Source Complete**, available in EBSCOhost databases, includes a *Company Information* tab on the initial search screen.  Click on the tab. Enter a company name in the search box.  When your results appear, use the options on the left side of the screen to limit your results to SWOT analysis, industry profiles, market research reports and more.

**EDGAR**, available at **http://www.sec.gov/edgar.shtml** consists of documents filed with the U.S. Securities and Exchange commission.  For help in searching and using the documents, go to http://www.sec.gov/investor/pubs/edgarguide.htm. These documents are also available in LexisNexis Academic.

**LexisNexis Academic** provides a *Get Company Info* search box that allows searching by company name or ticker symbol. Use the multitude of links that are included in each company record and along the left side of the screen to quickly move to the information you need. Includes competitor information, SEC filings, business descriptions, merger news and more.

### Morningstar Investment Research
**(limited to 2 simultaneous users)**

- Analyst reports
- Bond Ratings
- Publicly-traded company profiles
- Financial ratios
- Fund reports
- Stock quotes including historical quotes

# Online Resources for Business

## Finding Country Information

Interested in global business? Learn about other countries and their business climate at the following sites:
**Background Notes** http://www.state.gov/r/pa/ei/bgn/

**CIA Factbook**
https://www.cia.gov/library/publications/the-world-factbook/

**"Doing Business In" guides** at Export.gov
http://export.gov/about/eg_main_016806.asp

**Lakeland Library**
A collection of links to global business and currency exchange websites maintained by Lakeland librarians can be retrieved at
https://delicious.com/#lakelandlibrary/globalbusiness

## Additional Websites of Interest

The RUSA BRASS Education Committee of the American Library Association maintains a great collection of recommended Internet sites for all areas of business. This can be found at
http://brass.libguides.com/

Try these sites for business news:
Associated Press News Associated Press Business News:
http://hosted.ap.org/dynamic/fronts/BUSINESS?SITE=AP&SECTION=HOME
Bloomberg Business Week
http://www.businessweek.com/
Financial Times http://www.ft.com/global-economy
Reuters Business News http://www.reuters.com/finance

## Finding Referenced Articles

Have you found a citation for an interesting article on the reference page of another article or in your textbook that you would like to locate? Give our *E Journal List A-Z* a try. Enter the name of the journal in which the cited article appeared and our *E Journal List* will tell you if that article can be found in one of Lakeland's databases.

## Inter-library Loan

Found the perfect article, but it is not available online? Don't despair! Give the library's interlibrary loan services a try. Fill out the interlibrary loan request form. We will request the article from another library and email it to you.

## Citing

Be sure to cite your sources properly. Need help? Try these websites for examples:

APA Style http://www.apastyle.org/

OWL (Purdue University's Online Writing Lab)
http://owl.english.purdue.edu/

The Writing Center, UW-Madison http://writing.wisc.edu/

VANGUARD University Psychology Dept. APA Style Guide
http://psychology.vanguard.edu/faculty/douglas-degelman/apa-style/

### Citing an article from EBSCOhost?

Let EBSCOhost create the citation for you. Retrieve the articles and click on
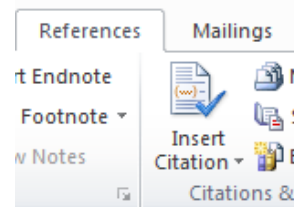


### Citing an article from ProQuest?

Access the article. To retrieve the citation, click on



**Using Microsoft Word 2007 or 2010 to type your paper?**

Click on *References* and select *Insert Citation*.



Consider storing your research materials in *Zotero*, a free online bibliographic management tool. A free download is available at *zotero.org*. The Zotero site contains a video tutorial to get you started.

## Need Help?

The library is now on Blackboard. Find guides, like this one, step-by-step directions for navigating the databases and website suggestions. To locate the library on Blackboard, access one of your courses. On the left side where the content is outlined, scroll down. Select *Library Resources*.

In addition to general information under *Find Articles* and *Find Books*, you can access content developed especially for business students under *Business Students.*

Lakeland librarians are also available for assistance. The general library phone number is 920.565.1238. The distance education librarian, Teresa Grimm, can be reached at 920.565.1039 or by email, grimmtm@lakeland.edu.