Online Databases
All electronic databases are available via the Library’s webpage www.utdallas.edu/library. Click on the Databases tab, and navigate to the appropriate resource using the A-Z listing. Use your NetID to access resources from off-campus.

- **Business Insights: Essentials**: Provides current business, company, and industry content, including: periodical articles, press releases, corporate structures, financials and earnings estimates, investment reports, and company histories. Occasional SWOT Analysis available.

- **Business Source Complete**: Scholarly business database which provides a comprehensive collection of bibliographic and full text content. Good for SWOT Analysis research. Business Source Complete also has Country Analysis Reports which analyses the political, economic, social, technological, legal and environmental (PESTLE) structure in a particular country. Each of the report explores four parameters: current strengths, current challenges, future prospects and future risks.

- **Factiva**: Provides information from financial quotes, market data, newspapers, company and industry news. Good for SWOT Analysis research. News Pages for current news.

- **Nexis Uni**: Business news, industry and market news, company financial reports (includes Disclosure Data), company profiles, company comparisons SEC Filings, and directories (contact and resource information for companies and industries).

- **PrivCo**: Can be used to locate information on privately held companies. The database is a source for business and financial data on privately-held companies, including family owned, private equity owned, venture backed, and international unlisted companies.

- **Mergent Online**: Provides full-text U.S. and international company financial data, as well as U.S. and international company annual reports.

- **Scopus**: Over 14,000 peer-reviewed titles from 4,000 publishers. Abstracts to over 25 million records reach from present back to 1966 with selective linking to full text.

- **Standard & Poor’s NetAdvantage**: A source of business and investment information, offering on-line access to Standard & Poor’s research products such as Industry Surveys, Stock Reports, Corporation Records, The Outlook, and Mutual Fund Reports. This resource also provides data on thousands of private companies that are not publicly traded.
Periodicals and Newspapers (A sampling of thousands)

- Barron’s
- Forbes
- Business Week
- Fortune
- Dallas Morning News
- New York Times
- The Economist
- Wall Street Journal

Political, Environmental and Social Issues

- Freedom in the World: The Annual Survey of Political Rights and Civil Liberties
  REF DESK JC571.F66 Available Online

- Political Handbook of the World
  Online: Current to 2018

- Statesman’s Yearbook: The Politics, Cultures and Economies of the World
  Available Online

LibGuides
Best Places To Work: http://libguides.utdallas.edu/ld.php?content_id=21877757

Other Resources
Dallas Business Journal

A great resource for their DFW Top 100 Firms. Search for the journal in the library catalog.

Journal Searching and Finding Articles from Citations
Occasionally, there will be database entries that contain information (the citation and perhaps a brief abstract) on articles you would like to read, but there is no indication for full-text content. The brief guide below will instruct you on how to find the full text at the library.
In this example shows a journal citation found in the database **Business Source Complete**:

![Journal Citation Image]

There is no link for full text, only the “Get It!” button. Follow these steps to get the article:

1. Click on the **“Get It!”** button to attempt to access online content. While this method works sometimes, it is **not** failsafe. You should also keep in mind that “Get It!” will not tell you if the library has access to the article in **paper**.

   OR

2. Go to the library webpage, then copy and paste the **article title** into the search blank:

   ![Library Website Image]

   Discover will tell you if the library has the article in electronic or paper format:

   ![Discover Result Image]

   Click the link provided to access the article online.
2. Another good method to find out if the library has full-text access is to use Discover -> Library Catalog tab, especially if the article titles does not work for you. In this case, you will need to know the name of the journal or magazine for which you are searching. If you are having difficulty determining the name of the newspaper or journal from the database citation, you can click on the article title link to get a field-by-field breakdown of the citation (article title, author, publication name or source, date, page numbers, etc.).

With common titles such as Management or Management Science use the “Journals” filter on the left side of the screen to narrow down to your journal after you have conducted your search:

Once you get into the catalog entry for the journal/periodical, you will notice several important pieces of information:

If the journal is available electronically, it will be indicated with a “Available Online” tab. A box should open up beneath the link indicating the provider(s) and years of coverage for the journal.

If the journal is available in paper or microform formats, you will see a “Available at Eugene McDermott Library...” tab. Click that link to find out the formats available, years of coverage, and building location(s) for the journal. Be sure to copy down the call number as well as the location (e.g., 2nd floor) to find the journal. Journals, newspapers and magazines in the Journals section (all on the 2nd floor) are not shelved by title, so you must make note of the call number to find them.

3. If you have tried Discover and the Library Catalog and your search has yielded no results, you have the option of requesting the article via Interlibrary Loan (ILL) from the link on the library’s webpage. Fill in the...
request form with all the information listed in the citation to expedite the processing of your request. In one to two business days, you will be notified by your UT Dallas email that your article is attached as a PDF. ILL is free and fast, but it can only be used to request items the library does not already own. It is best to check Discover first before you use this service.

4. We encourage you to ask for assistance at the Services Desk if you are still encountering any problems utilizing our resources. Find Librarian contact information, including the Live Chat box located on the library’s website.

**Searching By Topic Or Keywords**

**In Discover**
Click on the button for Articles, Books & More then type your keywords into the search box.

![Search Box](image)

Refine results on the left column.

![Refine Results](image)

**In Databases**
Type corporation name and keywords into the search boxes.

![Search Databases](image)
Tailor results using the selections on the left column.

Interlibrary Loan Services
Interlibrary Loan (ILL) provides access to material not owned by the University of Texas at Dallas Libraries.

RefWorks is a citation management service that allows you to import citations from online article indexes and databases, organize and manage these references within folders, automatically format them within papers and create instant bibliographies in a variety of styles.

Citation Style Guides
On the Useful Web Sites page, go to the “Citations & Style Manuals” category http://www.utdallas.edu/library/research-instruction/websites. There you will find numerous sites to assist you with the APA, MLA, Chicago/Turabian and other paper formats.

In-Person Writing and Citing Assistance
JSOM Business Communications Center (972) 883-5385 http://jindal.utdallas.edu/student-resources/business-communication-center Use the “Book Now” button to schedule an appointment.


Loreen Henry  loreen@utdallas.edu
972 883-2126