

Business databases: Step-by-step

Prepared by Jay Brandes, Reference Librarian. Updated 6/8/09.

Howdy

The following presentation presents some step-by-step examples on how to search the TROY Library databases.

This is a focused look at a limited selection of resources.



Where

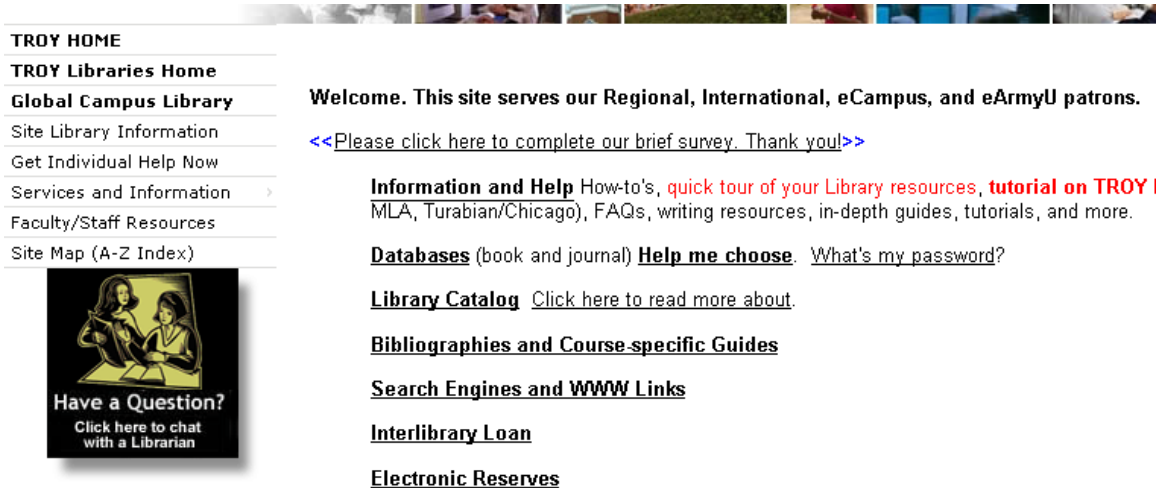
Start at the TROY Global Campus Library site. You can go there directly <http://uclibrary.troy.edu>. Or, from the University home page, troy.edu, select *Library* (from the left-side menu) and then choose *Global Campus Library*. From most Web sites associated with a TROY teaching site (e.g., Colorado springs or Orlando), from your local TROY site, just click the *Library* link on the left side of the screen (pictured below).



What

The Library offers a myriad of resources...

SNAPSHOT of the TROY Global Campus Library site:



TROY HOME
TROY Libraries Home
Global Campus Library
Site Library Information
Get Individual Help Now
Services and Information >
Faculty/Staff Resources
Site Map (A-Z Index)

Welcome. This site serves our Regional, International, eCampus, and eArmyU patrons.
<<[Please click here to complete our brief survey. Thank you!](#)>>

Information and Help How-to's, [quick tour of your Library resources](#), [tutorial on TROY I](#) MLA, Turabian/Chicago), FAQs, writing resources, in-depth guides, tutorials, and more.

Databases (book and journal) [Help me choose](#). [What's my password?](#)

Library Catalog [Click here to read more about](#).

Bibliographies and Course-specific Guides

Search Engines and WWW Links

Interlibrary Loan

Electronic Reserves

Have a Question?
Click here to chat with a Librarian

...but today we want to focus on **databases**—storehouses of books, journal articles, and other documents.

The databases are linked from the Library site.

PICTURE (close up of the snapshot above):

Information and Help How-to's, [quick tour of your Library resources](#), [tutor](#) MLA, Turabian/Chicago), FAQs, writing resources, in-depth guides, tutorials

Databases (book and journal) [Help me choose](#). [What's my password?](#)

Library Catalog [Click here to read more about](#)

Bibliographies and Course-specific Guides

Help me choose

Clicking the *Help me choose* link will tell you things such as:

ARTICLES:

For journal articles in the areas of business and management, your first choices should be the following three databases: ***ABI/Inform Complete***, ***Business Source Premier***, and ***General BusinessFile ASAP***.

Your choices for broad coverage of the social sciences are the following four databases: ***Academic OneFile***, ***Academic Search Complete***, ***Expanded Academic ASAP***, and ***Research Library***.

BOOKS:

For broad coverage of all subject areas: ***NetLibrary***. A secondary choice is ***Ebook Library***. For reference books on all disciplines, ***Credo Reference***.

Password

To get into the Library databases, the username and password are your TROY e-mail username and password.

And ... go!

To get in, start at the Library...



<http://uclibrary.troy.edu>
TROY GLOBAL CAMPUS LIBRARY

The plan

We are going to look at three things.

- An article database, *Business Source Premier*
- A book database, *NetLibrary*
- Where to go to get corporate data

Pardon the interruption... A word from our sponsors

As you use the databases, it is a good idea to note (in writing) **where you went**, **what terms you searched on**, and what materials you read/printed/saved for use in your research. Besides just being a good practice, you will need the name of the database when you write your references. For example:

Breaugh, J.A., & Frye, N.K. (2008). Work-family conflict: The importance of family-friendly employment practices and family-supportive supervisors. *Journal of Business and Psychology*, 22(4), 345-354. Retrieved from ABI/Inform database.

If you need help with documentation style, look in the *Information and Help* section of the Library site.

Goodies await you there.



ROUND ONE—*Business Source Premier*

We are looking for articles from journals.

On the Library site, click on the link that says *Databases*.

Scroll down until you see *Business Source Premier*.

Click on its name and sign in using your TROY e-mail username and password.

You should be here...



Searching: **Business Source Premier** | [Choose Databases »](#)

Search

Clear



▼ [Search Options](#) | [Basic Search](#) | [Advanced Search](#) | [Visual Search](#) | [Search History/Alerts](#) | [Preferences »](#)

Search Options

To keep things simple, let's check the checkboxes for "Full Text" and "Scholarly (Peer Reviewed) Journals."

The search words for our sample search are: *tqm and health care*

PICTURES (below) from the results of the search. Snoop around on the results page. Investigate how things are labeled. Try out the various links.

All Results: 1-10 of 27 Page: 1 2 3 Next Sort by: Date Add (1-10)

Results for: tqm and health care Options set Alert / Save / Share >

Search Results: Boolean/Phrase

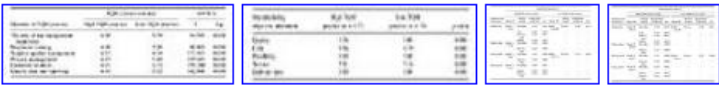
- [Exploring TQM's impact on the causal linkage between manufacturing objective and organizational performance.](#)

By: Chinho Lin; Shofang Chang. *Total Quality Management & Business Excellence*, May2006, Vol. 17 Issue 4, p465-484, 20p, 6 charts; DOI: 10.1080/14783360500528239; (AN 20379913)

[PDF Full Text](#) (115KB)

[Add to folder](#) | [Cited References: \(31\)](#)

[Show all 6 images](#)


- [An Introduction to Critical Paths.](#)

By: Coffey, Richard J.; Richards, Janet S.; Remmert, Carl S.; LeRoy, Sarah S.; Schoville, Rhonda R.; Baldwin, Phyllis J.. *Quality Management in Health Care*, Jan-Mar2005, Vol. 14 Issue 1, p46-55, 10p, 2 diagrams; (AN 15832378)

[PDF Full Text](#) (745KB)

[Add to folder](#)
- [TQM Implementation in a Healthcare and Pharmaceutical Logistics Organization: The](#)

Narrow Results by

- Publication
 - Total Quality Management
 - Quality Management in Health Care
 - Total Quality Management & Business Excellence
 - Health Care Management Review
 - Human Systems Management
 - Journal of Health & Human Services Administration
 - More >>
- Subject: Thesaurus Term
- Author
- Subject
- Geography
- NAICS/Industry

Limit your results

- Full Text
- References Available
- Scholarly (Peer Reviewed) Journals

Filter by Publication Date:

1993 2006

1993 2006

[Update Results](#)

ROUND TWO—*NetLibrary*

We are looking for books.

From the Library site, choose *Databases*, and log in to *NetLibrary*.

On the Basic Search page, the best search options (from a drop-down menu) are Keyword, Subject, Author, or Title—NOT Full-Text. All the books have the complete text available. In this case, what they mean by Full-Text is, "Do you want the databases to search every word of 50,000 books for these terms?" That is probably not the way to go. A Keyword search will search by the Author, Title, and Subject(s) of a book and is a good way to go. The Advanced Search page offers other ways to search as well.



Try a Keyword search for: *health care management*

A screenshot of the NetLibrary website's search interface. At the top left, the NetLibrary logo is displayed. Below it, a green banner reads "Welcome to the Troy University eContent Collection". A purple navigation bar contains the text "Basic Search" with a question mark icon. Below this, there is a search form with a dropdown menu set to "Keyword", a text input field containing "health care management", another dropdown menu set to "English", and a "Search" button. A link for "Advanced Search" is visible at the bottom left of the form area.

You should be able to figure out how to get into the books (read them), so let's answer a question or two.

ANSWER:

Depending on the individual book, you may (or may not) be able to print or save some (but, never all) of the text. Mostly, you will need to read them online. With all books, you can make electronic notes in them and mark them as *favorites* for easy review when you log in to the database at a later time.

ANSWER:

Yes, we have regular (print) books. To find those, you use the *Library Catalog* and then request the material be sent to you via *Interlibrary Loan*. We are concentrating on the databases today, but we wanted to reassure you that we do have other books for you, which will be sent to your house quickly and at no charge.

Help ... don't be afraid to ask

From the TROY Global Campus Library home page, click on the link for *Get Individual Help* now to learn how to contact your Library staff.

Help is available by phone, e-mail, and 24/7 Live Chat ... make that Live **Chat**.



ROUND THREE—Corporate data

In addition to information sources such as books and journal articles, students in the fields of Business and Management may require data and information about specific companies or industry sectors.

The TROY Global Campus Library has a special page set up to guide you to these resources. To get there from the TROY Global Campus Library home page, select *Bibliographies and Course-specific Guides*. In the section for Business, choose the guide for Financial Analysis and Company Research.

PICTURE from the *Hoover's Company Records* database:



The screenshot displays the Hoover's Company Records interface for Ruth's Hospitality Group, Inc. (NASDAQ GS: RUTH). The page is delivered via ProQuest. The left sidebar contains navigation options: Browse Company Record (Fact Sheet, Overview, People, Products & Operations, Competitors, Financials), Tools (Print This Page), and a search bar. The main content area provides the following information:

Ruth's Hospitality Group, Inc. (NASDAQ GS: RUTH)
500 International Pkwy., Ste. 100 Phone: 407-333-7440
Heathrow, FL 32746-5500 Fax: 407-833-9625
Toll Free: 800-544-0808
<http://www.ruthschris.com>

Overview
This company makes one ruthless steak. Formerly Ruth's Chris Steak House, Ruth's Hospitality Group operates the nation's largest chain of high-end steak houses (in terms of number of restaurants), with about 130 Ruth's Chris Steak House locations in about 30 states and a dozen international markets. The chain's menu sports a variety of steak cuts, along with lamb, veal, and fresh seafood. It also offers a number of appetizers and an extensive wine list. About half the restaurants are operated by the company, while the rest are franchised. In addition to its flagship chain, the company operates about 20 seafood restaurants under the Mitchell's Fish Market and Cameron's Steakhouse banners.

The economic recession has hard hit the dining industry, especially high end restaurant chains such as Ruth's Chris, which saw sales decline almost 20% during 2008. The company managed to boost the top line, though, thanks to expansion efforts to open about a dozen, mostly corporate-run steakhouses. It also acquired the portfolio of Mitchell's Fish Market restaurants from regional fine-dining operator [Cameron Mitchell Restaurants](#) for more than \$90 million. To reflect its expansion beyond its core dining concept, the company changed its name from Ruth's Chris Steak House.

However, the acquisition of the Mitchell's and Cameron's locations left the company saddled with additional debt at a time of tightening credit. In response, Ruth's Hospitality sold about half a dozen restaurants to a private investment group in a sale-leaseback deal worth nearly \$20 million in 2008. The company also restructured its debts the following



This publication was written by Jay Brandes, Reference Librarian, Troy University. Available online at the TROY Global Campus Library site <http://uclibrary.troy.edu> in the *Information and Help* section.