



Resources for Choosing a Research Topic:

1. Web Directories: *Google* >> “more...” >> Directory >> Business or Society >> Work
Librarians’ Index to the Internet (lii.org) >> Business
2. Periodicals Collection:
 Browse business magazines & newspapers (*Business 2.0; Business Week; Wall Street Journal*)
 Browse business sections of general news magazines & newspapers (*Time; Newsweek; Oregonian*)



Some Useful LC Call Numbers:

HA	Statistics	HF	Commerce
HB	Economic Theory	HF 5381+	Careers
HB 848+	Demography	HF 5410+	Marketing
HC	Economic History	HF 5546+	Office Management
HD	Industries, Land Use & Labor	HF 5548.32	Electronic Commerce
HD 1361+	Real Estate	HF 5717+	Business Communication
HE	Transportation & Communications	HF 5801+	Advertising
		HG	Finance
		HJ	Public Finance

Looking It Up: Selected Reference Materials

Use Reference materials such as specialized encyclopedias, dictionaries, handbooks, etc. for an overview of a topic, background information, facts and statistics. A few sample items:

101 Businesses You Can Start From Home HD 2333 .H35 1995
Administrative Assistant & Secretary’s Handbook, 2004 *netLibrary*
Occupational Outlook Handbook HF 5381 .A1 .O36 2003 (Web: www.bls.gov/oco/home.htm)
Oregon Sales & Marketing Directory HF 5065 .O7 .O7 2003
Plunkett’s Industry Almanacs (various industries) *netLibrary*
Statistical Abstract of the United States HA 202 2003 (Web: www.census.gov/statab/www/)
U.S. Market Trends & Forecasts HF 5415.1 .U7 2002

In-Depth Coverage: Circulating Books

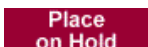
COUGARCat
Library Catalog:



To find...	Search by...	Example
... a specific book	Title	clicks and mortar
... items by an author	Author	woodward, bob
... books on a topic	Keyword	business and communication international and econom*
		econom* retrieves economy, economics, economical ...
** Check the subject headings assigned to items for additional useful search terms!		

Need an item that is

checked out? Click and enter your ID



number to be next in line.

E-Books:

- NetLibrary:** CCC Library subscribes to > 1,000 current, academic e-books.
Find items through *CougarCat* (they will show a call number followed by “e-book”) or directly from *NetLibrary* (www.netlibrary.com). Create an account at the Library for home access.
- NAS Press:** The *National Academy of Sciences* provides free online access to >3000 of their titles.
Research Gateway >> Find eBooks >> National Academies Press; browse or search.
(These items do *not* appear in *CougarCat*.)
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Periodicals: Research, News, Hot Topics & Features

- Journals:** formal, peer-reviewed articles in which researchers report their new work
Magazines: news and features for non-specialists or the general public
Trade Journals: news, features and career information for professionals in a field

Article Indexes (Research Gateway >> Article Indexes; ask for passwords to use from home)

EBSCO: *Business Source Premier* and *Academic Search Premier*

- Use the **Thesaurus** (BSP) or **Subject Terms** (ASP) tab to your vocabulary to EBSCO's.
Use the “Company Profiles” tab (BSP) for company reports.
For an industry: choose “Indexes,” select “NAICS code or description,” browse for your term, mark, search.
Use **Refine Search** to find only... items available in **full text**; items **held at CCC**; items **>1 page** long

NewsBank: *Oregonian* and *Newsfile* (full text articles from over 500 U.S. newspapers)

Obtaining Articles Owned at CCC: Alphabetical by journal title in the **Periodicals** section.
Not owned at CCC: Request an article by **Interlibrary Loan**



World Wide Web Resources: a few good starting points

(see also our Research Guides on Web Searching and Web Evaluation)

Google (www.google.com) “more” >> Directory >> Business; Directory >> Society >> Work
Librarians' Index to the Internet (lii.org) >> Business
First Gov (firstgov.gov) search engine is poor; try selecting an agency

U.S. Bureau of Labor Statistics	stats.bls.gov
U.S. Census Bureau	www.census.gov
U.S. Commerce Department	www.commerce.gov
U.S. Small Business Administration	www.sba.gov
Oregon Dept. Consumer & Business Services	www.cbs.state.or.us
Economic Policy Institute	www.epinet.org
Economic Statistics Briefing Room	www.whitehouse.gov/fsbr/esbr.html

REMEMBER: Information available on the Web is information that people are willing to **give away**. Be skeptical, and evaluate the credibility of the information using the **same criteria** (author's credentials, publisher's reputation, writing style and accuracy, references cited...) you would with print material.

Interlibrary Loan: Need a book or article we don't have? We may be able to borrow it for you.

- Use the **SUMMIT** catalog (orbis.uoregon.edu) to find information on existing items.
Place a request from our website. Interlibrary loans generally take 1-2 weeks.
(In a rush? Try: **Research Gateway >> Search Other Libraries**)