Business Source Complete database

Find case studies, company profiles, industry reports, and articles from academic journals and business magazines.

Video tutorial available at: http://libguides.seminolestate.edu/tutorials/businesssource

Access
1. To access this database, begin at library’s homepage: https://www.seminolestate.edu/library/
2. Click on the Articles/Databases button.
3. Click on the Business Source Complete (EBSCO) database link.
4. Log in:
   a. Borrower ID is your My.SeminoleState or Canvas username.
   b. PIN/Password will be the last 4 digits of your Social Security number*

*International students without a Social Security number will use the last 4-digits of their student ID number.

Searching
5. If researching Company Profiles or Images/Business Videos, search under the More tab
6. To build your own search, select Advanced Search
   a. Next, check the Full Text checkbox to find complete articles
   b. Enter your search terms in the search boxes. (Note that key terms and phrases work better than sentences)
   c. Click Search or the Enter key to continue

Results
7. The total number of search results will display at the top of the Search Results page. Narrow your results by:
   a. Limiting to Scholarly (Peer Reviewed) Journals, or
   b. Adjusting the Publication Date range to find current or historical results, or
   c. Selecting from particular Source Types, such as Trade Publications, Magazines, etc.
View
8. To view an article, click on the article title. A description page will open and display:
   a. Citation information including **Authors** and **Source**
   b. **Subject Terms** describing the article and linking to similar articles
   c. The **Abstract** (short summary) of the article
   d. **Full Text** viewing options, usually HTML or PDF

E-mail
9. To send yourself a copy of an article and its citation:
   a. Click on the **E-mail** link
   b. Enter your e-mail address
   c. Select a **Citation Format** from the drop-down menu (Be sure to check the database-generated citation against an official citation guide for accuracy)
   d. Click **Send**

Other Business Databases
Demographics Now, Hoover’s Premium, Regional Business News, Small Business Resource Center