



Phillips Memorial Library MANAGEMENT 101 RESOURCES

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» FINDING BOOKS IN LIBRARY

Call Numbers	Subject Area
HD 28 - 3700s	Management
HD 4000s	Labor and HR Issues
HD 6900-999	Specialty areas, industry information

» SELECTED REFERENCE BOOKS

Encyclopedia of Business Information Sources REF HF5353 .E9 2005
Blackwell Encyclopedia of Management REF HD30.15 .B455 2005 v. 1-12
Encyclopedia of Management REF HD30.15 .E49
International Directory of Company Histories REF HD2721 .I63 v. 1-18; 20-63

» SUBJECT ENCYCLOPEDIAS AND DICTIONARIES ARE USEFUL:

<ul style="list-style-type: none"> • Background info • Good starting point for further research • Found at end of scholarly articles and published separately • Map to research done on a topic or subject
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» SCHOLARLY vs. POPULAR JOURNALS:

Scholarly	Popular
Articles are written and reviewed by experts in a field	Articles are geared to the general public or to the non-specialist interested in a particular topic
Main purpose is to report on original research or experimentation and to share findings with scholars in a particular field	Sources of information not usually cited. Articles may be published with no credit to the author(s) given
Much of the language used is characteristic of a particular field; authors of articles usually assume fairly extensive prior knowledge on the part of the reader.	General vocabulary is used that is understood by most readers; prior knowledge of a subject not always assumed
Names and scholarly affiliations of authors are always included in articles Audience usually limited to scholars, researchers, and students.	
Examples: <i>Journal of Business Ethics</i> <i>The Accounting Review</i> <i>Current Issues in Research & Advertising</i>	Examples: <i>Business Week</i> <i>Enterprise</i> <i>Forbes Magazine</i>

» FINDING JOURNAL ARTICLES

ABI/Inform Global - A premier index of business information, including management, as well as accounting, advertising, marketing, economics, human resources, finance, taxation, computers and more. This ProQuest product's formats are abstracts, full text, full image and text+graphics. Includes articles from 1800 worldwide business periodicals. Handy smart search feature to help you refine your search. Topics tab for browsing subjects covered in the database.

Emerald

More than 150 key management journals. International focus. Thirty percent of journals from North America. Europe and UK make up next largest percentage of journals. No thesaurus or subject guide yet.

Lexis Nexis Academic

A full-text database that includes newspapers, wire services, transcripts of television of and radio broadcasts, medical and health journals, trade journals, company news, industry & market news, **company financial information**, law reviews, statutory and case law, and public opinion polls. The database is international in scope, and includes newspapers in English, Spanish, French, Italian, Dutch, and German. Dates of coverage vary depending upon publication.



» ONLINE SEARCHING WITH

The GOOD:

- Can be a good **starting** point in your research. Cuts out the erroneous results normally found in Google.
- **One-stop shopping** or federated searching approach (Our consortium is considering this type of service)
- **Easy, simpler** searches. **Full-text** searching across different publishers.
- Finding resources you won't **normally find** (research Web portals and pages or other miscellaneous academic papers and reports)
- Can locate book availability via **Library Search** link. Phillips Memorial Library is a beta participant

The NOT SO GOOD:

- Google Scholar is still **very incomplete**. Right now, it's impossible to tell what's **not there**.
- Hard to sort and refine results
- Not a specialized database. Remember: Specialized subject areas typically require specialized resources
- List of publishers not readily available. Known participating publishers - **JSTOR and Project Muse** (but not complete)

TIP: GOOGLE Scholar may be useful in your research strategy, but relying solely on ONE resource to meet your research needs is NOT RECOMMENDED.

» USING GOOGLE SCHOLAR SHORTCUTS

Use the following to limit your search to a particular field:

Author	Ex: author: Steinbeck
Title	Ex: intitle: Grapes of Wrath
Website	Ex: site: muse.jhu.edu (Project Muse). Careful, you may need to be very specific. Doesn't always work.
Journal	Ex: journal: Academy of Management Review

» CITING YOUR SOURCES

Related citation manuals for your use at Reference Desk and on permanent reserve at the Circulation Desk:

Publication manual of the American Psychological Association **BF76.7 .P83 2001**

Chicago manual of style **REFZ253.U69 1993**

Turabian, Kate. A manual for writers of term papers, theses, and dissertations **REF LB2369.T8 1996**

For more Management resources, don't forget to check out our *Find Your Way Guide to Management* (Accessed from the Library Home page under "Information for Students") Click "Find Your Way..." to get started.

Prepared by Beatrice Pulliam for MGT101, Fall 2005