Business Research
A Quick Step-by-Step Reference/Information Guide to Resources

Find these resources at the Malone University Library website

Malone Library Homepage
- Begin your research with the Pioneer Trail Discovery Layer that provides a search interface finding information held in the Malone library and beyond without selecting a specific resource.
- Search the Malone Online Catalog (OPAL) to locate resources accessible at Malone, including journals, books and electronic resources. You can also search all the OPAL libraries to find information as well as the OhioLINK/SearchOhio libraries – depending on your preference. Click on individual items for more detailed information regarding holdings, availability and location.
- If an item includes the phrase “electronic resource,” clicking on it will take you directly to the electronic item or to a link that will contain detailed information.
- Go to the Electronic Journal Center (EJC) at OhioLINK or use Full-Text Finder (EBSCO) to search or browse journals by title. Both resources can be found on the left side nava bar or by clicking on Research and Journal Resources link under “Research Sources.”
- Additional journals can be found at the Academic Journal Archive (JSTOR) (Does not include last 5 years) that can be located on the Research and Journal Resources page.
- A library guide has been created for students in the School of Business and Management. To access, click on Course/Research Guides from the library homepage and select the Business Resources guide. There you can find information on Malone holdings as well as reliable Internet resources.
- WorldCat is the largest library network in the world. Searches include a zip code option so that materials located closest to you appear at the top of the results list.

Navigating the databases
To begin searching the databases, go to the Research and Journal Resources page, which gives you the option to search the Databases A-Z, or by Subject.

EBSCOHost – a good place to start. Includes:
- Academic Search Complete – is the world’s largest scholarly, multi-discipline, full text database designed specifically for academic institutions. Academic Search Premier includes full-page images as well as color embedded images. Coverage: 1984+
- Business Source Complete – indexes and provides full text for scholarly business journals in all aspects of the discipline. Content includes financial data, books, monographs, major reference works,
book digests, conference proceedings, case studies, investment research reports, industry reports, market research reports, country reports, company profiles, SWOT analyses and more. Some indexing and abstracts date back to 1886.

Other Databases:
- **Hoover’s Online**: A D&B Company, that gives its customers a competitive edge with insightful information about industries, companies, and key decision makers. Hoover's provides this up-to-date information for sales, marketing, business development, and other professionals who need intelligence on U.S. and global companies, industries, and the people who lead them.
- **LexisNexis Academic**: Provides access to a wide range of news, business, legal, medical, and reference information from nearly 5,000 sources, most of them available in full text.
- **Regional Business News**: A collection of full text newswires that incorporates news information from all over the world.

Searching Tips
- When your search results contain no link to full-text, first, search for the journal title in Full-Text Finder where you may locate full-text access. If that doesn’t work, confirm whether the Malone library subscribes to the online journal by searching the OPAL catalog. If we don’t have it, you can request a copy of the article through interlibrary loan.
- A subject term or phrase that works in one database may not work in another. If you are not getting results, try related terms, broaden the search term or click on the green subject terms or thesaurus tab to find out which terms are preferred in the database (see OhioLINK Ebsco databases).
- For information on using ebooks or accessing databases from home, click on FAQs: Answers Here link located on the library homepage.

APA Citation
There is a guide for the [APA Citation Style, 6th edition](http://www.apastyle.org/manual/index.aspx). You can find this guide by clicking on the Course/Research Guides link on the library homepage. Other resources include:
- **American Psychological Association (APA) Format (Updated to 6th edition)** Brought to you by the Purdue University Online Writing Lab (OWL) [http://owl.english.purdue.edu/owl/resource/560/01/](http://owl.english.purdue.edu/owl/resource/560/01/)
- **Basics of APA Style Tutorial** [http://flash1r.apa.org/apastyle/basics/index.htm](http://flash1r.apa.org/apastyle/basics/index.htm)

For information on copyright issues, check out the Copyright and Plagiarism library guide located by clicking on Course/Research Guides on the library homepage.

**NEED MORE HELP!**

- Call the library (330-471-4317) or contact the reference desk (330 471-8314) for research assistance.
- We also offer email reference service at reference@malone.edu

**REFERENCE DESK HOURS**

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<thead>
<tr>
<th>Day</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Monday – Thursday:</td>
<td>10am – 11:30pm</td>
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<tr>
<td>Friday:</td>
<td>10am – 5pm</td>
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<tr>
<td>Saturday:</td>
<td>10am – 5pm</td>
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<tr>
<td>Sunday:</td>
<td>2pm – 10pm</td>
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If you need to speak with a reference librarian at a time not listed, please call the Reference Desk (330-471-8314) to set up an appointment.

Regular Library hours are posted on the library homepage. For changes in hours due to breaks and holidays, click on the Library Calendar link.

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