HR Management 3734
Library Instruction

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Maag Library http://www.maag.ysu.edu
Class Pages/Subject Guides

- Human Resource Management 3734 Class Page:
  Maag Home Page (http://www.maag.ysu.edu/) → Class Pages → Human Resource Management 3734

- Subject guides for various areas of business:
  Maag Home Page (http://www.maag.ysu.edu/) → Subject Guide → Business Guides are listed under “Business”

- Business Guides: Accounting & Taxation; Local Business Information; Company Research; Industry Research; Management; Economics…
MJF: Maag Journal Finder

- Find & search specific journals by title or browse journals by title or subject
- At Maag home page, under **Quick Links**, click on **MJF: Maag Journal Finder**
- View print and/or electronic holdings for numerous business & economics journals
- Select **Business & Economics** from subject dropdown menu
- Best way to find an article if you already have the citation!
Online Request Forms

- If you cannot find the full text of an article AND you have checked Maag Journal Finder and the publication is not available, use an online article request form to order the article.
- At Maag home page, under Quick Links, click on Online Request Forms, then Article Request Form.
- Fill out form completely and Submit electronically.
- You will receive the article electronically through your YSU email or in print through the mail.
Off Campus Access

- Off campus (remote) access is available for most of the databases.
- At Maag home page, under Quick Links, click on Off Campus Access.
- Authenticate to use OhioLINK databases using your name and library barcode.
- Authenticate to the direct link databases (YSU proxy) using your YSU username & password (same as YSU email): EconLit & JSTOR.
Scholarly/Academic Journals

- Articles written by experts in a given field, usually scholars with credentials
- Expect readers to have a good understanding of the field (terminology, current concerns)
- Include extensive documentation
- Do not contain advertisements
- Published by professional organizations
- Examples: *Journal of Economic & Social Research*, *Journal of Economic History*, *Journal of Economic Issues*
Trade & Popular Magazines

- Articles written by staff members or freelance writers
- Aimed at a general, not an expert audience
- Include little or no documentation
- Contain photographs as well as extensive ads
- Published for commercial reasons or to advocate a point of view

Trade Publications are geared to a specific industry: 

*Advertising Age, Banker, Psychology Today*

Popular magazines are geared to a general audience: 

*Business Week, Forbes, Fortune, Time, Newsweek*
Research Databases

- Maag Library subscribes to over 100 databases
- This is NOT information available on the Internet
- At Maag home page, under **Quick Links**, click on **Research Databases**
- Organized by Subject, Type, or Name
- Off campus (remote) access available for many databases
- You will need your library barcode OR YSU username & password (same as YSU email) to authenticate
Business Research Databases

Use these databases to find business ARTICLES from journals, magazines, newspapers & newswires:

- Business Source Complete (business articles)
- Academic Search Complete (multidiscipline)
- Electronic Journal Center (multidiscipline)
- JSTOR (multidiscipline)
- EconLit (economics articles)
- Regional Business News (30 days of newswires)
- MasterFILE Premier (popular magazines)
- TOPICsearch (current issues)
- Newspaper Source (newspaper articles)
Business Source Complete

- Scholarly business database
- Search for your topic & Sort by: Date or Relevance
- Narrow results by Source Type or Subject
- Click on article title for citation & abstract
- Click PDF Full Text or HTML Full Text to access article
- Click on Find It! if not available full text
- May lead to full text elsewhere and will indicate if library has the physical journal
- Use FindIt! (Olinks) to help with citation of the article
- Click on Publications tab on blue toolbar to view indexed publications
Academic Search Complete

- Scholarly, multi-disciplinary database
- Search for your topic & Sort by: Date or Relevance
- Narrow results by Source Type or Subject
- Click on article title for citation & abstract
- Click PDF Full Text or HTML Full Text to access article
- Click on Find It! if not available full text
- May lead to full text elsewhere and will indicate if library has the physical journal
- Use FindIt! (Olinks) to help with citation of the article
- Click on Publications tab on blue toolbar to view indexed publications
Electronic Journal Center

- Full text of more than 7000 online research journals covering many subject areas
- **Search for:** Your topic & Sort By: Date or Relevance
- Click on article title for abstract
- Click on PDF Full Text link to access PDF of article
- Click on printer icon to print an article
- Browse for specific journals by Title, Subject, or by Publisher
- Use grey box on right side of screen to help with citation of the article
NOT a current issues database; generally a one to five year gap due to archival nature.

Search the Collection for your topic & sort by Date or Relevance.

Click on article title.

Click on Item Information for citation & abstract.

Use References tab to access cited articles.

To access full text of article, click on PDF.

Click on printer icon to print article.

Use the Browse tab on toolbar to browse journal titles by Discipline, Title or Publisher.
MasterFILE Premier
(Popular Magazines)

- Full text for over 1750 periodicals in many subject areas
- Search for your topic & Sort by: Date or Relevance
- Narrow results by Source Type or Subject
- Click on article title for citation & abstract
- Click PDF Full Text or HTML Full Text to access article
- Click on Find It! if not available full text
- May lead to full text elsewhere and will indicate if library has the physical journal
- Use FindIt! (Olinks) to help with citation of the article
- Click on Publications tab on blue toolbar to view indexed publications
Newspaper Source

- Selected full text for regional U.S. newspapers, international newspapers, newswires, etc/
- **Search for**: Your topic & **Sort by**: Date or Relevance
- Click on article title for citation & abstract
- Click **PDF Full Text** or **HTML Full Text** to access article
- Click on **Find It!** if not available full text
- May lead to full text elsewhere and will indicate if library has the physical journal
- Use **FindIt! (Olinks)** to help with citation of the article
- Click on **Publications** tab on blue toolbar to view indexed publications
LexisNexis Academic

- News, business, legal, medical & reference information from nearly 7000 sources (most full text)
- News information is updated daily and wire services several times daily
- Service covers newspapers, magazines, wire services, federal & state court opinions, federal & state statutes, federal regulations, company profiles & SEC filings
- Use General tab to search Major U.S. and World Publications, News Wire Services, TV & Radio Broadcast Transcripts, Blogs, etc.

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LexisNexis Academic (cont.)

- Use **News** tab to search various news, newspaper & wire services
- Enter your search terms in search box
- Select source type & source from the “Sources” dropdown menu
- Click on **Search**
- Sort by Publication Date or Relevance
- Click on article title to view full text
LexisNexis Academic (cont.)

- Use Sources tab to locate specific sources to search
- To locate sources for human resources articles, click on Sources tab
- Select News & Business Topics (#1)
- Click on Employment & Human Resources file (#3)
- Select source(s) to search
- Click OK-Continue
- Enter search terms in box and click OK-Continue
- Sources include: HR Reporter, HR Focus, Human Resources, Human Resources Newsletters, etc.