# Business Source Premier: quick start guide

This is a quick guide to help you to start using the Business Source Premier database. This database covers the main disciplines of business, including management, marketing, human resources, accounting and finance, economics etc.  In addition to providing peer-reviewed journals, it also has market research reports, company profiles, industry reports, and country reports.

## Getting started

1. Go to the Library homepage at http://library.leeds.ac.uk/ or to **Library Search** in Minerva

2. Type **Business Source Premier** into the Library search box

3. From the results list, click on the link to **Business Source Premier**

4. On campus you will be connected to Business Source Premier automatically; off campus please enter your University username and password when prompted.

For a keyword search, enter your search statement in the search boxes.
Use quotation marks around phrases

## Searching Business Source Premier

Searching: **Business Source Premier** | Choose Databases

| | Select a Field (optional) ▼ | Search | Clear | ?

AND ▼ | | Select a Field (optional) ▼

AND ▼ | | Select a Field (optional) ▼ | ⊕ ⊖

Basic Search    Advanced Search    Search History

Select a field is the default search (it will search in the article title, abstract and keywords).  Use the drop-down menu for other options

### Search Modes and Expanders

Search modes ?
- ⦿ Boolean/Phrase
- ◯ Find all my search terms
- ◯ Find any of my search terms
- ◯ SmartText Searching  Hint

Apply related words
☐

Also search within the full text of the articles
☐

Use the Limit options.  For example, restrict your search by date or type of publication.

### Limit your results

Full Text
☐

References Available
☐

Scholarly (Peer Reviewed) Journals
☐

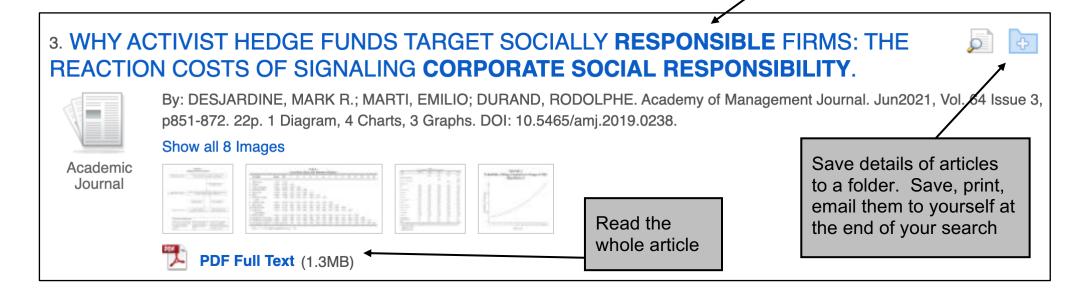Published Date
Month ▼ Year: | – Month ▼ Year:

From the search page you can also choose to browse specific types of publication, such as company profiles, country reports, industry profiles and market research reports.

# Tips for effective searching

Using a single keyword as your search term will probably find too much information to process. Use two or more keywords to refine your request and link them together using: **AND, OR, NOT**, or search for a **phrase** using **quotation marks** around your keywords e.g., "corporate social responsibility".

- AND = fewer, more specific results e.g. consumer AND motivation
- OR = more results, broadening your search e.g. wage OR salary
- NOT = fewer results, excluding irrelevant information e.g. human resources NOT director

# Understanding search results

3. WHY ACTIVIST HEDGE FUNDS TARGET SOCIALLY **RESPONSIBLE** FIRMS: THE REACTION COSTS OF SIGNALING **CORPORATE SOCIAL RESPONSIBILITY**.

By: DESJARDINE, MARK R.; MARTI, EMILIO; DURAND, RODOLPHE. Academy of Management Journal. Jun2021, Vol. 64 Issue 3, p851-872. 22p. 1 Diagram, 4 Charts, 3 Graphs. DOI: 10.5465/amj.2019.0238.

Academic Journal

Show all 8 Images

Save details of articles to a folder. Save, print, email them to yourself at the end of your search

Read the whole article

PDF Full Text (1.3MB)

# Improving your search results

## Limit

Limit your results using the list of options on the left of the page. You can focus on specific document types such as peer-reviewed journals, country reports, industry profiles, market research reports, and more. You can also limit by publication date, subject, company or geography.

## Sorting

From the top right of the results page, you can sort results by date, relevance, author or source.

**Date Descending**: the default sort option

**Date Ascending**: the oldest results will appear at the top of the list

**Source**: alphabetical by source (e.g. journal) title

**Author:** alphabetical by author surname

**Relevance**: the number of times your search terms appear in the record

# Getting full text

Some articles will have a **PDF Full Text** icon available. Where this does not appear, search for the article title in Library Search (on the Library website or through Minerva) to check whether Leeds has a subscription for the item that you need.

# Getting help

Click on the **Help** link in the top right-hand corner of Business Source Premier or contact Library enquiries: https://library.leeds.ac.uk/contact/enquiries