BUSINESS SOURCE COMPLETE HELP GUIDE

- 1. Access the library on the web at www.alvincollege.edu/library or on the POD under "Campus Services"
- 2. Find the link for **The Ebsco Databases** (at bottom of page on website or on the right side on the POD)

Search for Ebooks, Articles from Journals, Newspapers, Magazines Click on the Help Guides tab for login information

- ACC Library Database A to 7 List (login required)
- (New) 35 TOTATION AS CONTROLLES CONTROLLES
- (New) HeinOnline (login required)
- The Gale and Proquest Databases via Texshare ♂ (login required)
- Search the Credo Reference Collection

 (login required)

- Archives of Course Catalogs, College Yearbooks and the Alvin Sun
- The Portal to Texas History

Off campus, you will need the username: **texshare-0203** and the password: **TSL_DoNotUpdate!24su** (It is easiest to copy and paste!)

On the beginning screen, you will need to click on "All Databases (70)"

Search articles, books, journals & more

Searching: All databases (70)		
Search articles, books, journals & more		
Full Text	Peer Reviewed All time V	

Scroll down in the list and select Business Source Complete (be careful; there are several business databases).

Select all	
Book Review Digest Plus (H.W. Wilson)	☐ Newspaper Source Plus
☐ Business Abstracts with Full Text (H.W. Wilson)	☐ Newswires
☐ Business Continuity & Disaster Recovery Reference Center	Play Index (H.W. Wilson)
☐ Business Source Complete	☐ Primary Search
☐ CINAHL Plus with Full Text	☐ Primary Search Reference eBook Collection
☐ Computer Source	☐ Professional Development Collection

At least one database must be selected. Selecting all databases for search may result in slow response time

BUSINESS SOURCE COMPLETE HELP GUIDE

Now you can search for your topic:

Search articles, books, journals & more



Be sure you see **Business Source Complete** above the search bar. You can also select **Peer Reviewed** at this screen and you can choose to narrow your search by the **date** of publication.

Once you find an article of interest, you will need to select HOW you prefer to read it...as a PDF (a picture of how it looked in the magazine/journal, etc.) or just as online text.



Don't forget that you can find the citation, formatted in ALA, Chicago, MLA and others, by clicking on the quotation mark on the right-hand side of the page:

