



# The Sainsbury Library

One of the Bodleian Libraries

## ABI/Inform Global & Trade and Industry

*ABI Inform Global* covers business, management and economics and contains the full text of thousands of publications. Content is made up of key academic journals and other publications such as the *Wall Street Journal*. *Trade and Industry* database uses the same interface to search a range of industry publications.

### Accessing the database

To access the databases, go to the Sainsbury Library website at <http://www.bodleian.ox.ac.uk/business> or on the MySBS intranet at <https://my.sbs.ox.ac.uk/user/login> (for MBS members only) and click on DATABASES.

If accessing this database outside the Oxford network, you will be prompted for your **Single Sign-On (SSO)**

Click on the link to *ABI/Inform Global* to search academic journals and other publications including the *Wall Street Journal* and *EIU Viewswire*. Click on the link to *ABI/Inform Trade and Industry* to search trade journals and other industry related publications.

### Searching the database

ProQuest Business  
Basic Search | Advanced | News & Reports | Figures & Tables | Publications | Browse

Advanced search

Full text  Peer reviewed 7

Search databases (8)

**ABI/INFORM Global** Search >  
This database is one of the most comprehensive business databases on the market. It includes in-depth coverage for thousands of publications, most of which are available in full text and the latest business and financial information for researchers at all levels.

**ABI/INFORM Trade & Industry** Search >  
This database includes in-depth coverage of companies, products, executives, trends and other topics. With ABI/INFORM Trade & Industry users can study and compare specific trades and industries, including telecommunications, computing, transportation, construction, petrochemicals and many others.

**COS Conference Papers Index** Search >  
This database provides citations to papers and poster sessions presented at major scientific meetings around the world. Subject emphasis since 1995 has been in the life sciences, environmental sciences and the aquatic sciences, while older material also covers physics, engineering and materials science.

Want to Learn More?  
Try one of these options:  
• Search the online Help.  
• Learn about search syntax changes in the new ProQuest.  
• Discover answers to common questions at ProQuest's Product Support Center.  
• Got an uncommon question? Contact our Customer Support Team.

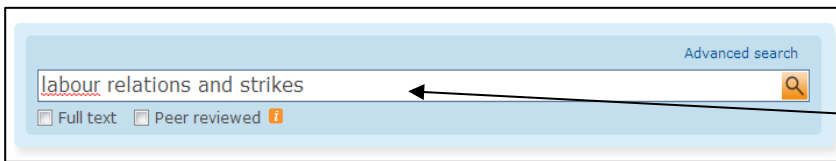
Search tip  
By default, we will look for documents with all the terms entered.  
Use "quotation marks" to search for exact phrases.  
Separate terms with OR to find any of the words entered.

Provided by the Bodleian Libraries of the University of Oxford

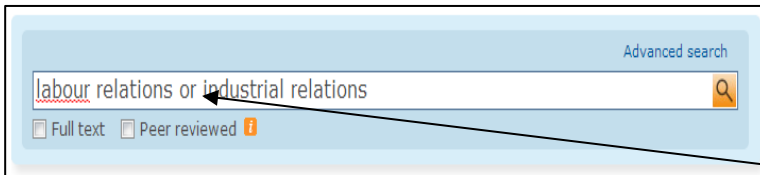
Use the **ADVANCED** search option for complex searches, or enter your search terms into the **BASIC SEARCH** box for more simple queries.

## Entering a search query: keywords and Boolean

Search queries are made up of **keywords**, with connecting words such as “of” or the” omitted from the query string. Use the Boolean operators – **and, or, not** – to connect your keywords to retrieve a relevant list of articles e.g.



Use “**and**” to find “labour relations” with “strikes”.



Use “**or**” to find articles about the subject ‘labour relations’ **as well as** articles about the subject ‘industrial relations’.

**Truncation:** Using the truncation symbol - \* - at the end of a root word will expand the list of relevant articles found by searching for different variants of that root word. e.g. “Econom\*” will find economy, economics, economical etc. in one simultaneous operation.




## Proximity searching

Use the proximity indicator to specify how closely you want the words to be to each other. Proximity searching will provide you with much tighter search results. Proximity indicators vary between different databases: for more details on proximity searching, see the **Database searching: A brief Guide**.

e.g. innovation or innovations within 9 words of either prosthetics or limbs

A screenshot of the ProQuest database search results page. The search bar contains the query "innovati\* near/9 (prosthetics or limbs)". Below the search bar are two checkboxes: "Full text" and "Peer reviewed". The search results show 111 results. The first result is "Freedom Innovations, LLC; Freedom Innovations to Add 39 Employees This Calendar Year to Accommodate Growth" from Marketing Weekly News. The second result is "A legal perspective on body implants for therapy and enhancement" from the International Review of Law, Computers &amp; Technology. The page includes a sidebar with filters for "Full text", "Peer reviewed", and "Source type" (Trade Journals, Scholarly Journals, Newspapers). There are also options for "Sort", "Relevance", "Cite", "Email", "Print", and "More".

## Viewing your articles

To view the text of the articles click on either:  **Full text** OR  **Full Text - PDF** to provide either an HTML text file or a PDF image of the full text document, while  **Find it Oxford** takes you to an alternate database for the full-text, where the full-text is not available in *ABI/Inform*.

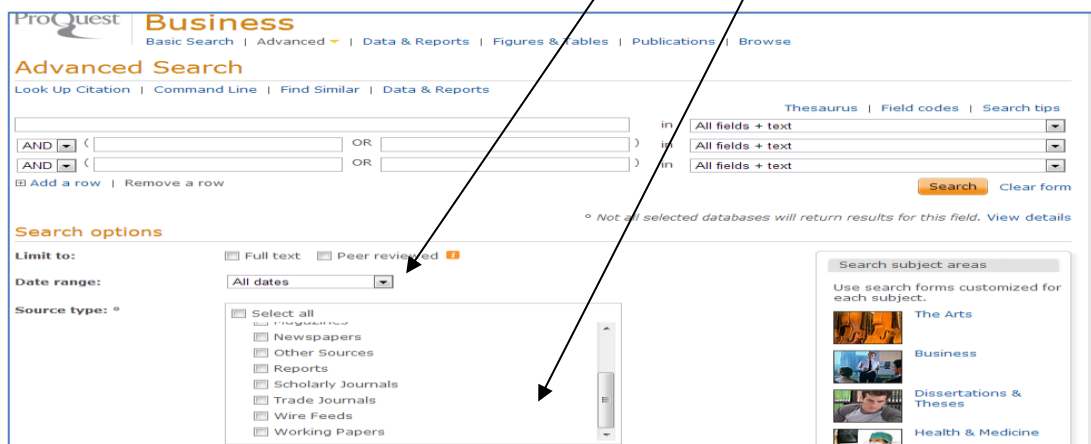
## Exporting your results

Use the tick box to the left of articles to create a list of relevant articles that you want to select. To email the articles to yourself click EMAIL at the top of the list. To export the PDFs of the full text or export to reference manager click on the EXPORT/SAVE link.



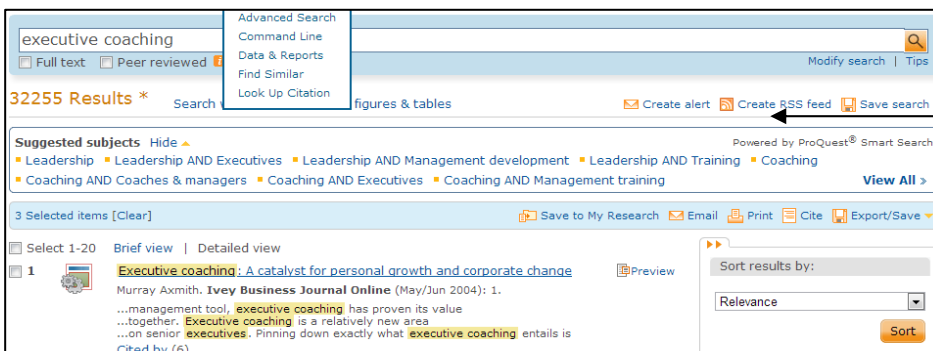
## Limiting your search

Use the Advanced Search option to limit your search by date or scholarly journals for example.



## Setting up RSS feeds or alerts

From your list of search results it's possible to set up alerts or RSS feeds to inform you when new articles relevant to your search become available.



Use the **'Create Alert'** or **'Create RSS Feed'** links at the top of the page to do this.