Mergent provides financial details for over 25,000 active and inactive global companies. It also has over 300,000 annual reports dating back 10 years and executive profiles.

Accessing the database

To access the databases, go to the Sainsbury Library website at http://www.bodleian.ox.ac.uk/business and click on DATABASES.

If you are a member of SBS you can also access the databases at http://my.sbs.ox.ac.uk/group/library

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

Searching for companies

It is possible to find companies using either the BASIC SEARCH or ADVANCED SEARCH. Use the BASIC SEARCH to find individual companies by entering your company name into the search box. Then select your company from the options that appear in the drop down list.
Viewing a company record

You will see a webpage with an overview of your company. Use the tabs and links along the top of the page to see more detailed information about financials, executives, competitors, annual reports etc. The REPORT BUILDER tab allows you to build a customized report for a company.

Advanced search

The advanced search allows you to build lists of companies by various criteria. So for example, you may want to create a list of companies with a head office within a particular country by industry and by turnover.

Use the tabs on this webpage to select criteria under the sections Corporate Information, Executives, Financials, Industry codes etc.
Within each of the headings click on the symbol which will then provide options to select in a drop down menu or a keyword search as below.

When you have made your selections click on VIEW to see a list of your companies with hyperlinks to their full record. You can then download the list to Excel or data from the individual company records.

**Refining your list with additional data columns**

Create your list and click on VIEW as above. Click on the drop down box to the top left to select which companies you want to refine your list for.

Then click on the COMPANY ANALYSIS LIST to the top right underneath My Mergent Tools.
Select the companies that you want and also the data items that you want to view by moving them to the right boxes using the central arrows.

Finally click on the drop down box and select a format before clicking on CREATE MULTIPLE COMPANY REPORT.

Further search options

The tabs at the top of the webpage offer further more specific search options where you can search for private companies, executives, government filings and industry or equity reports for example. These options allow you to build lists of results by selecting criteria in the same way as the ADVANCED SEARCH.
Mergent WebReports

The university also has access to *Mergent WebReports* which is accessible from the Databases section of the Sainsbury Library intranet. Click SEARCH MERGENT WEBREPORTS to search the database.

Use the tabs along the top of the webpage to search for Moody’s manuals dating from 1909 as well as an archive of older annual reports and EDGAR filings.