




# The Online Library



## Quick Start Guide- Business Search Premier

Full text coverage of nearly 7,600 business publications, including full text coverage of over 2,200 peer-reviewed, scholarly journals. In addition, it includes market research reports, industry reports, country reports, company profiles and SWOT analyses.

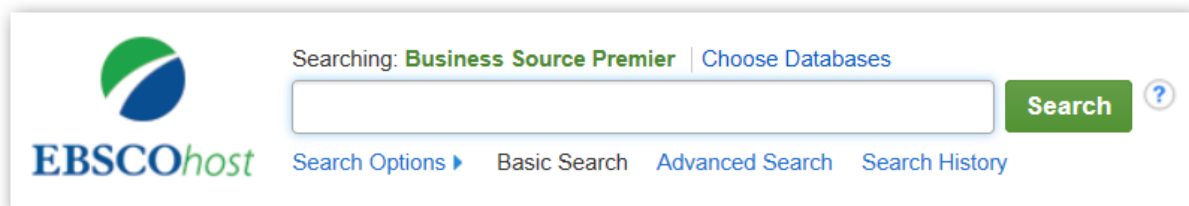
This guide is intended to help you start searching the database and to save, print or email

articles you find. You can get further help by clicking on this icon  while you are in the database.

### Searching


There are **Basic** and **Advanced** search options. Take a few moments to have a look at these different screens, and see which works best for you and the research you are doing.

### Basic Search



Searching: **Business Source Premier** | [Choose Databases](#)

[Search Options](#) ▶ [Basic Search](#) [Advanced Search](#) [Search History](#)

[Search](#) 

**Locating a journal article-** if you know the title of the article and author you can enter these details in the basic search box to retrieve the full text

**OR**

Enter your search keywords into the basic search box. Under the search box, search options are given to allow you to make improvements to your search. More information about this is given on the next page.



# The Online Library

## Search Options

The screenshot shows the 'Search Options' interface. A 'Reset' button is in the top right. Section 1, 'Search Modes and Expanders', includes search modes (Boolean/Phrase selected, Find all my search terms, Find any of my search terms, SmartText Searching with a Hint link), and expanders (Apply equivalent subjects, Apply related words, Also search within the full text of the articles). Section 2, 'Limit your results', includes checkboxes for Full Text, Scholarly (Peer Reviewed) Journals, and Image Quick View. It also features a Publication text input, a Number Of Pages dropdown, a Published Date section with Month and Year dropdowns, a Publication Type dropdown (with 'All' selected), and an Image Quick View Types section with checkboxes for Black and White Photograph, Color Photograph, Graph, Map, Chart, Diagram, and Illustration.

### 1. Search modes and expanders

**Boolean/Phrase** – Supports the use of AND, OR and NOT and also allows you to use quotation marks for an exact phrase

**Find all of my search terms** – adds AND to all search terms entered (e.g. web AND accessibility)

**Find any of my search terms** – adds OR to all search terms entered (e.g. web OR accessibility)

**SmartText Searching** - You can copy and paste chunks of text (up to 5000 characters including spaces) to search for results.

**Apply equivalent subjects-** Can make your search more precise by matching your search terms to known keywords for subjects

**Apply related words-** includes synonyms (words with the same or a similar meaning) and plurals of search terms

**Also search within the full text of articles-** select this to look for your terms in the whole article not just the abstract and citation.



# The Online Library

## 2. Limit your results

You can make your search more precise by placing limits on it. Some of the most useful options are

**Full Text-** If you only want to view items where the full text is available

**Scholarly (Peer reviewed) Journals-** Limits to journals reviewed and/or qualified by a selected panel of acknowledged experts in the field of study covered by the journal.

**Publication-** to only show results from a specific title

**Published Date-** Use this option to search for articles within a specified date range

**Publication Type-** Select whether the results come from journals, newspapers, books etc.

The **Advanced Search** feature contains additional search limiters.

**Document Type** Useful options for Business topics include case study, company report, industry overview

**Product Name** allows you to search for a specific product and to get only articles and reports on that product.

**Company/Entity** allows you to search for a specific company or entity so you only get articles and reports about that company. This is good for finding company reports or industry reports about certain companies.

**NAICS/Industry Code** allows you to limit your search results by a certain industry, such as "Wheat Farming" or "Roofing Contractors" to name two of the hundreds available. The complete list of codes can be found on [EBSCO's Support Page](#).



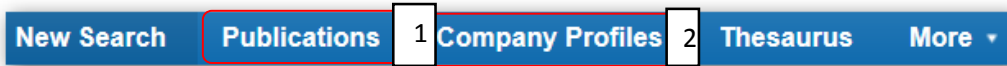
Click the  icon within the database for further help with searching.



# The Online Library

## Browsing

**Publications** Select 'Publications' (1) from the top menu to view an alphabetical list of the all the titles within the database. The entry for each journal contains information about whether the full text is available, and whether this is in PDF and/or HTML format.



Or you can search the list of publications

**Publications**

Browsing: Business Source Premier -- Publications

Alphabetical  By Subject & Description  Match Any Words

- **Alphabetical** – This search type finds journals beginning with the letters entered. Results are displayed in alphabetical order.
- **By Subject & Description** – This search type allows users to simultaneously search the subject, description and title fields of a journal.
- **Match Any Words** – This search type finds publications containing one or more of your terms.

**Company Profiles** Business Source Premier contains profiles for over 10,000 leading world companies, these include a SWOT analysis and a list of competitors. Click 'Company Profiles' (2) from the top menu to view an alphabetical list of companies. Or you can search for companies using the search box.

Database: MarketLine Company Profiles Authority

Company Profiles

Alphabetical  Match Any Words

Page: Previous | Next | ◀ ABCDEFGHIJKLMNOPQRSTUVWXYZ ▶

Company Name	PDF Complete Report	Location	Industry
<a href="#">Appalachian Power Company</a>	MarketLine Report (947K)	United States	UTILITIES
<a href="#">Apple Inc.</a>	MarketLine Report (1033K)		TECHNOLOGY

Annotations:

- Search box
- Click company name to view details.
- Click here to view the complete report.



# The Online Library

## Printing, saving and emailing your results

From your results list click on the title of the article you wish to print.

The full text of the article below is available in 2 different formats, please note that not all articles in the database are available in both formats. Click on **HTML Full Text** or **PDF Full text** to open the file.

Result List Refine Search 84 of 307

### Talent Management: Issues of Focus and Fit.

**Authors:** Garrow, Valerie<sup>1</sup> [valerie.garrow@employment-studies.co.uk](mailto:valerie.garrow@employment-studies.co.uk)  
Hirsh, Wendy<sup>2</sup> [wendy.hirsh@employment-studies.co.uk](mailto:wendy.hirsh@employment-studies.co.uk)

**Source:** [Public Personnel Management](#) Winter2008, Vol. 37 Issue 4, p389-402. 14p.

**Document Type:** Article

**Subject Terms:** \*PERSONNEL management  
\*JOB skills  
\*CORE competencies  
\*CIVIL service  
\*PUBLIC administration  
\*MANAGEMENT

**NAICS/Industry** 921190 Other General Government Support  
**Codes:** 923130 Administration of Human Resource Programs (except Education, Public Health, and Veterans' Affairs Programs)  
541612 Human Resources Consulting Services

**Abstract:** Talent management has dominated management literature for several years but organizations approach implementation in many different ways. This article suggests that the two key dimensions that require careful consideration are those of "focus" and "fit." "Focus" relies on a clear strategy for how talent management will contribute to organizational objectives, what parts of the organization and which job roles will be priorities and where talent pools will be sourced. "Fit" ensures that talent management processes support the strategic objectives, resonate with but possibly also challenge the organizational culture, take into account the psychological contract between employer and employee and sit well with existing HR processes. [ABSTRACT FROM AUTHOR]

**Tools**

- Add to folder
- Print
- E-mail
- Save
- Cite
- Export
- Create Note
- Permalink
- Share
- Listen
- Translate

## HTML Full Text

**Save-** select 'Save' from the right hand menu

**Print-** select 'Print' from the right hand menu

## PDF Full Text



**Save-** Open the PDF and click on the Save icon

**Print-** Open the PDF and click the Print icon

The Tools menu on the right hand side of the page contains other useful links including:

**Add to folder-** saves the citation of the article so you can export it to reference management software

**Print-** Prints citation information and the full text HTML where available. To print PDF's see above

**E-mail-** send the article by email, if there is a PDF this can be attached to the email.

## Getting Help

If you need any help whilst using Business Source Premier click on the question mark icon.

Or please contact the Online library by:

Telephone at: +44 (0)20 7862 8478 (between 09.00 and 17.00 GMT),

By email at: [OnlineLibrary@shl.lon.ac.uk](mailto:OnlineLibrary@shl.lon.ac.uk).

By the Enquiries Form at: <http://onlinelibrary.london.ac.uk/about/contact-us?>