

Research Guide

MSM & MBA Programs

Southern Wesleyan University AGS Program

AGS STUDENTS



[Library Services & Resources for AGS Students](#)

The AGS section of the library website <http://www.swu.edu/library> links to resources and tips for doing research. The *AGS Students* link provides access to the online databases available through the SWU Library, the online catalog (SWUcat), requesting materials from the SWU Library or other libraries, and citation guides.

[LIBRARY](#) > [AGS Students](#)

INFORMATION FOR AGS STUDENTS

Basic Information that can be used for all AGS students

[AGS Undergraduate](#)

[Master of Business Administration](#)
[Master of Science in Management](#)

[Master of Ministry](#)
[Master of Education](#)

Getting Started With Research

[Introduction to Rickman Library](#) - A video overview of library services

Click here to access specific business information

How to Evaluate Websites

- [Powerpoint](#)
- [Rubric](#)

Borrowing Library Materials

- Look for items in [SWUcat](#) (items Rickman Library owns)
 - Use the [Request Materials](#) form to have items MAILED DIRECTLY TO YOUR HOUSE.
- Look for items in [PASCALCAT](#) (items in academic libraries across SC)
 - After you locate the item you want to borrow, click on "request item" and fill in your information
 - The item will come to the main campus in Central, and we will MAIL IT DIRECTLY TO YOUR HOUSE.
- Most SC colleges/universities will accept your SWU ID card.
- If they don't accept it, fill out the [Borrowing Card](#). We will mail it to you and then you will be able to check out books anywhere.

Accessing Databases

- Use the passwords on the ORANGE SHEET to access databases FROM HOME.
- Only EBSCO and GALE/INFOTRAC databases may be accessed off-campus at present.
- ALL [Rickman Library databases](#) may be accessed from Learning Centers and the main campus in Central.

Research Assistance

- E-mail library@swu.edu Call 1-800-289-1292, ext. 5060 or 864-644-5060
- Click [here](#) to chat with a Rickman Library Librarian

Resources for Corporate Case Study

Web Sites – In addition to the resources listed in your modules, the following web sites will give you useful information as well.

- **Hoovers** <http://www.hoovers.com/free> – allows users to identify companies by name, region, sales amounts, number of employees, and industry codes. Provides overview and news about company, analyst watch, and financial information.
- **Corporate Information** <http://www.corporateinformation.com> – includes company profiles, research reports, analysis summaries, and sales, price, and earnings analyses. Requires subscription for access; however, free trial subscriptions are available. Also available are options to research a state, country, or company's industry, exchange rates, and top 100 companies worldwide by various rankings.
- **Infomine** <http://infomine.ucr.edu> – provides links to other websites but allows browsing by Library of Congress Subject Headings (see below).
- **Librarians' Index to the Internet** <http://www.ipl.org/> – web directory selected for its scholarly or academic credentials.

Online Articles – use a database to find scholarly articles on your corporation and its responses to the primary issue you seek to address.

- **Business Subject Page** <http://swu.edu/library/dbsubject.htm> – databases cover business and corporate financial information, news, organizational theory, and other topics. Refer to the orange database information sheet for usernames and passwords.

Online Databases: By subject

[*Essential Databases at Risk*](#)

FIND ARTICLES AND E-JOURNALS

Select a Frequently Used Database

Databases A-Z

Databases by Subject

[Full text journal finder](#)

All Subjects

Biology

Biographies

Book Reviews

Business

Business

Business Source Premier

Business and Company Resource Center

Business Searching Interface

General Business File ASP

Small Business Resource Center

Biography Resource Center

Regional Business News

Encyclopedias

English

Environment

Forensic Science

Interdisciplinary Databases (cover all academic disciplines)

- **Academic Search Premier** indexes more than 4,650 publications, with full text for over 3,600 peer-reviewed journals in all subjects.
- **Academic OneFile** provides access to journal, magazine, and newspaper articles, as well as multimedia sources, such as podcasts.
- **JSTOR** is an entirely full-text archive of journal articles. Our library currently subscribes to the Arts & Sciences I collection, which includes 119 titles in fifteen academic disciplines. (Not available from home.)
- **Custom Newspapers** includes full text of over 100 U.S. and international newspapers.

Resources for Other Research and Later Modules

Reference Resources – Reference sources, such as subject encyclopedias and dictionaries, provide background information on a topic and familiarize the user with the language of the discipline. Other reference sources, such as almanacs and yearbooks, provide factual and statistical information. These are examples of resources that may be useful throughout your program. Not every library will have all of these, so browse the reference section in the library of your choice in these call number ranges to find similar resources or **contact us to send you a photocopy of an article you need** – tell us your topic and we'll find the article. Dewey class is provided first Dewey Classification [Used in the SWU library] / then Library of Congress classification [used in other libraries]).

- The Blackwell Encyclopedia of Management – 650.03 B568 / HF5549 .A23 B58
- The Blackwell Encyclopedic Dictionary of Business Ethics – 174.403 B568 / HF5387 .B55
- The Blackwell Encyclopedic Dictionary of Organizational Behavior 302.353 B568 / HD58.7 .B57
- Business: The Ultimate Resource – 658 B964 / HD38.15 .B874
- Dictionary of Administration and Management – 650.0321 B561D / HD30.15 .B36
- Encyclopedia of Management – 658.003 En19 / HD30.15 .E49
- Every Manager's Desk Reference – 650 Ev27 / HD38.15 .E94
- Facts on File Dictionary of Personnel Management and Labor Relations – 658.3003 Sh13 / HF5549 .A23 S52
- The Golden Book of Management: A Historical Record of the Life and Work of Seventy Pioneers – 016.016658 G565 / Z7164.O7 G65 1984
- Handbook for Professional Managers – 658.403 EN191985 / HD31 .H31245
- International Dictionary of Management – 658.03 J598I / HD30.15 .J64
- Prentice Hall Encyclopedic Dictionary of Business Terms – 650.03 C884 / HF1001 .C68
- A Primer on Organizational Behavior – 658.3 B67 / HD58.7 .B69

Books – Books are more in-depth than reference sources and are focused on a narrower aspect of a topic; use SWU's online catalog (SWUcat) or a local library catalog to find books that will provide information for research in this or subsequent modules.

FIND BOOKS, SCORES, DVDs, & MORE



[SWUcat](#)

for Items in
Rickman
Library

[PASCALcat](#)

for Items in
SC Academic
Libraries

Library Catalogs:

- **Southern Wesleyan University:** <http://www.swu.edu/library/>. Items that circulate can be mailed to you. Complete an Interlibrary Loan Request form on the website.
- **Other college or university catalogs** may be used. First try [PASCALcat](#) to access the online catalogs of other South Carolina libraries.
- Cards are available that allow SWU students to borrow materials from other SC college and university libraries. Click the link *For AGS Students* on the SWU library website for access to the request form.

REFERENCE & RESEARCH



Select a Reference Resource

[Video Intro to Rickman Library](#)

[Interlibrary Loan \(ILL\)](#)

[Course Guides](#)

- SWU students may also request materials from other libraries via interlibrary loan. Click on the *Interlibrary Loan Form* or *Request Materials* links to complete your request. Items will be mailed to you.

Use the following subjects to help you find relevant books:

Management
Personnel management
Industrial relations
Corporate reorganizations
Corporations—History
Business enterprises—History
Entrepreneurship—History
Business—History
Commerce—History
Psychology, Industrial

Corporate Culture
Organizational behavior
Organizational change
Organizational effectiveness
Organizational learning
Organizational sociology
Industrial management
Industrial organization
Business ethics

FAQs

I'm having trouble getting a search to work. Who can help?

Call the Reference Desk at 1-800-282-8798, ext. 5071, or email the library at library@swu.edu.



Mr. Robert Sears



Erin Washington



Anita Gray



Joni Addis

When is the SWU library open in case I need to call for assistance?

During the Academic Year:

Monday – Thursday	7:45 a.m. to 11:00 p.m.
Friday	7:45 a.m. to 4:30 p.m.
Saturday	12:00 p.m. to 5:00 p.m.
Sunday	Closed

During the Summer:

Monday – Thursday	8:00 a.m. to 8:00 p.m.
Friday	8:00 a.m. to 4:30 p.m.
Saturday	Closed
Sunday	Closed

Check the library web site for holiday hours.