

# BUSINESS MANAGEMENT

## Resources at the John Spellman Library, Grays Harbor College

### **Scope Note**

This guide is designed to give students a starting point to begin their research.

### **Reference Books**

Annual statement studies (RMA)	R 338.097 RMA
Business plans handbook	R 658.401 BUSINE
Business statistics of the United States.	R 330.973 BUSINE
Encyclopedia of Small Business	R658.022 ENCYC
Handbook of U.S. labor statistics	R 331.097 HANDBO
The portable MBA desk reference	R 658 PORTAB
Small Business Sourcebook	R 658.022 SMALL
Washington business directory	R 338.74 WASHIN

### **Call Number Areas to Browse**

330s – Economics	650 – Management & auxiliary services	657 - Accounting
	658 - General management	659 - Advertising & public relations

### **Subject Headings to Browse**

Business	Financial Statements	New Business Enterprises
Consumer Behavior	Marketing	Small Business Management
Electronic Commerce	Motivation Research (Marketing)	Social Responsibility of Business

### **Periodical Databases (online, searchable)**

ABI/INFORM	America's Newspapers	ProQuest	SIRS
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### **Periodicals (print, in the library)**

Business week	650 B979 Periodical	Fortune	650 F745 Periodical
Economist	330 E198 Periodical	Harvard Business Review	650 H339 Periodical
Entrepreneur	650 E612 Periodical	Money	330 M742 Periodical

### **Audio-Visual Materials**

Business ethics :a 21 <sup>st</sup> century perspective	174.4 BUSINE Media Coll.
Buyology: the science of buying and selling	658.834 BUYOLO Media Coll.
Communicating with customers	651.7 COMMUN Media Coll.
Corporate social responsibility	174.4 CORPOR Media Coll.
Formulating a business plan	658.401 FORMAL Media Coll.

### **World Wide Web Sites**

Investopedia (Investing Education)	<a href="http://investopedia.com">http://investopedia.com</a>
North American Industry Classification System (NAICS)	<a href="http://www.census.gov/eos/www/naics/">http://www.census.gov/eos/www/naics/</a>
Washington State Department of Financial Institutions	<a href="http://dfi.wa.gov">http://dfi.wa.gov</a>
U.S. Census Bureau	<a href="http://www.census.gov/">http://www.census.gov/</a>
U.S. Government's Official Web Portal	<a href="http://www.usa.gov/">http://www.usa.gov/</a>
Yahoo Finance	<a href="http://finance.yahoo.com">http://finance.yahoo.com</a>

### **Librarians at the Reference Desk!**

**John Spellman Library Home Page:** <http://ghc.edu/library>