



# Small Business

## **Bibliographies, Directories, Handbooks and Manuals**

The complete information bank for entrepreneurs and small-business managers [HD 2346 U5 C45 1988](#)

Encyclopedia of Associations Ref Desk [HS 17 G32](#)

Encyclopedia of business information sources Ref [HF 5353 E9](#)

Family Business Sourcebook [HD 62.25 F34 1991](#)

Small Business sourcebook Ref [HD 2346 U5 S66](#)

Women and Business ownership: a bibliography [HD 2346 L37x 1986z](#)

## **Accounting**

Small time operator: how to start your own small business, keep your books, pay your taxes and stay out of trouble: a guide and workbook. [HD 69 N3 K34 1984](#)

## **Advertising**

Standard Rate and Data Service. SRDS Ref [HF 5905 A57](#)

## **Entrepreneurship**

Encyclopedia of Entrepreneurship [HB 615 .E59](#)

The Environment for Entrepreneurship [HB 615 .E65](#)

## **Finance**

How to start, finance, and manage your own small business [HD 62.7 M365](#)

How to write a winning business plan [HG 4027.7 M36](#)

Personal Financial Planning: The Team Approach [HG 179 .P387](#)

Practical Credit and Collections for Small Business [HG 3751 .B53](#)

## **Franchises**

Franchise Opportunities Handbook Gov Docs [C 1.108/2:994](#)

Rating Guide to Franchises [HF 5429.23 F676](#)

## **Information**

White House Conference on Small Business; A Report to the President of the United States Gov Doc [Y 3.W 58/21:2 Sm ½](#)

## **International**

Global jumpstart : the complete resource for expanding small and midsize businesses [HF 1416 .S736](#)

<u>Small and medium-sized enterprises in the global economy</u>	<u>HD 2341 .S5678</u>
<b>Investment Companies</b>	
<u>New Venture Strategies</u>	<u>HD 62.5 .V47 1990</u>
<u>Small business sourcebook</u>	<u>HD 2346.U5 S66 (2 vol.)</u>
<b>Law and Legislation</b>	
<u>Legal guide for starting &amp; running a small business</u>	<u>KF 1659.Z9 S76 2003</u>
<u>Law for the small business owner</u>	<u>KF 390.B84 J37 2001</u>
<u>Small business tax secrets : ultimate tax savings for the self employed</u>	<u>KF 6491 .C37 2003</u>
<b>Management</b>	
<u>Encyclopedia of small business</u>	<u>HD 62.7 .H553</u>
<u>The Entrepreneur &amp; Small Business Marketing Problem Solver</u>	<u>HF 5415.13 C634</u>
<u>The entrepreneur's desk reference: authoritative information, ideas, and solutions for your small business</u>	<u>HB 615 .A72</u>
<u>Keeping the Family Business Healthy</u>	<u>HD 62.25 W37</u>
<u>Small Business Management</u>	<u>HD 62.7 .B77</u>
<u>Your Family Business: a success guide fro growth and survival</u>	<u>HD 62.25 .B46</u>
<b>Planning</b>	
<u>How to create a plan for successful business growth</u>	<u>OVZ HD 62.7 .B66</u>
<u>Business plans handbook: a compilation of actual business plans developed by small businesses throughout North America</u>	<u>HD 62.7 .B865 v.6</u>
<u>Fast track business growth: smart strategies to grow without getting derailed.</u>	<u>HD 62.7 .S5265</u>
<b>Security Measures</b>	
<u>Bradford's Directory of Marketing Research Agencies and Management Consultants in the United States and the World</u>	Ref <u>HG 5415 .A2 B7</u>
<u>Findex: The Directory of Market Research Reports, Studies, and Surveys</u>	Ref <u>HF 5415.2 F55</u>
<u>Green Book: International Directory of Marketing Research Companies and Services</u>	Ref <u>HF 5415.2 G69</u>
<u>The Small Business Security Handbook</u>	<u>HV 8290 .K46</u>
<b>Other</b>	
<u>The Entrepreneur's Desk Reference</u>	Ref <u>HB 615 .A72</u>
<u>Small business in transition: entering the 21st century:</u>	<u>HD 2341 .G47x</u>

a handbook for survival and growth

Handbook of small business valuation formulas and rules of thumb [HG 4028.V3 D478](#)  
OSHA handbook for small businesses Gov Docs [L 35.19:B 96/996](#)

### **Periodicals and Indexes Periodicals**

Family business Review: journal of the Family Firm Institute [Moody Periodicals](#)  
\*\*\*Also available [online](#)

Journal of Business Venturing [Moody Periodicals](#)  
\*\*\*Also available [online](#)

Journal of Private Equity [Online journal](#)

Small Business Forum [Moody Periodicals](#)  
\*\*\*Also available [online](#)

Small Business Reports [Moody Periodicals](#)  
\*\*\*Also available [online](#)

Venture Capital Journal [Online journal](#)

### **Indexes**

American Statistics Index. 1970 - . Gov Docs [Z 7554 .U5 A46](#)

Business Periodicals Index. 1959 - 1995 Ref [Z 7164 .C81 B983](#)

Predicasts F&S index United States. 1993 - . Ref [Z 7165 U5 F23](#)

Each volume contains industry information (colored pages) and company information (white pages). F&S Index citations cover both domestic and international companies and their products. Other topics covered are corporate acquisitions and mergers, new products, technological innovations, marketing ventures, and social and political factors affecting corporations and industries.

Findex: The Directory of Marketing Research Reports, Studies and Surveys. 1988 - . Ref [HF 5415.2 .F55](#)

Findex is a reference guide to commonly published U.S. and non- U.S. market research reports, studies and surveys. The directory includes industry reports, company reports, report titles by publisher, a publishers and distributors directory, a subject index, a geographic index and a company index. Along with the title for each report, study or survey listed, Findex provides an abstract, report number, publisher, publication date, pages and price.

Public Affairs Information Service Bulletin Ref [Z 7163 .P9](#)

PAIS is a general information index which is valuable for business research because it covers a wide range of business and business-related topics that are found in the books, pamphlets, federal, state and local government publications which PAIS indexes.

Statistical Reference Index. 1970 - . Ref [Z 7554 .U5 S79](#)

Indexes business statistical information found in periodicals, research reports, etc. Actual information is found on microfiche.

## **Newspapers**

New York Times Index 1962 - .

Ref [AI 21 N44](#)

The New York Times Index is a subject index to the New York Times newspaper which is available on microfilm. Each entry begins with a brief abstract of the article followed by a section number, date of publication, page and column.

Wall Street Journal Index 1958 - 1989

Ref [HG W26](#)

Wall Street Journal Index. 1990 - .

Wall Street Journal Index has two sections: 1) Corporate News and 2) General News. The Barron's Index was added to the Wall Street Journal Index in 1981.

Houston Post Index 1976 - .

[AI 21.H68 H682x](#)

Washington Post Index 1971 - .

[AI 21.W33 W36](#)

## **Other Selected Sources**

### **Geographical**

Cost of Living Index

Ref [HD 6983 .A65x](#)

Complete Economic and Demographic Data Sources (CEDDS)

Ref [HC 106 .C6344x](#)

Geographic Reference

Moody OVZ [HD 6982 .G463x](#)

Market Guide

Ref [HF 5905 .E38](#)

Places Rated Almanac

Ref [HN 60 .S284](#)

Rand McNally Commercial Atlas and Marketing Guide

Ref Atlas Stand [G 1101 G6 R3](#)

Survey of Buying Power

[Moody Periodicals](#)

## **Industry Analysis**

Industry Surveys. Standard and Poor. 3 vols.

Ref Desk [HC 106.6 S74](#)

Issued quarterly, this publication contains the *Basic Analysis* and *Current Analysis* for each of over 80 industries surveyed. The *Basic Analysis* is an annual overview of the industry and the *Current Analysis*, which is issued quarterly, provides a brief outlook for the industry. Back issues since 1978 are shelved in the reference stacks on the first floor of Jones Library.

Encyclopedia of American Industries

Ref [HC 102 .E53 2001](#)

Encyclopedia of Emerging Industries

Ref [HD 2324 .E528 2001](#)

Encyclopedia of Global Industries

Ref [HD 2324 .E53 1999](#)

Manufacturing and Distribution USA

Ref [HD 9721 .M364](#)

U.S. Market Trends and Forecasts

Ref [HF 5415.1 .U82x](#)

## **Small Business Administration**

The Government Documents department on the first floor, Jones Library is a depository for government documents published by the U.S. Small Business Administration.

## **Product Names**

Brandnames: Who Owns What

Ref [T 12 .F72](#)

Brands and Their Companies

Ref [T 223 .V4 A25](#)

Companies and Their Brands

Ref [T 223 .V4 A253](#)

Encyclopedia of Consumer Brands

Ref [HF 5415.3 .E527](#)

Thomas Register of American Manufacturers

Ref [T 12 .T6](#)

Trademark Register of the United States

Ref [T 223 .V4 A27](#)

## **Databases**

Business & company resource center

Database to research all business and management topics. Includes directory listings for over 300,000 companies as well as company profiles, industry rating, product brands, company performance ratings, investment reports and ratings, industry statistics, financial overviews, financial ratios, etc.

Business source complete

This is the world's definitive scholarly business database, providing the ultimate collection of bibliographic and full text content. Business Source Complete contains far more active, peer-reviewed, business related journals than any other database currently available. As part of the comprehensive coverage offered by this database, indexing and abstracts for the most important scholarly business journals back to 1886 are included. In addition to the searchable cited references provided for more than 1,200 journals, Business Source Complete contains detailed author profiles for the 20,000 most-cited authors in the database.

Hoover's online

Delivers information about company, industry, and market intelligence that drives business growth. The database of 12 million companies, with in-depth coverage of 40,000 of the world's top business enterprises.

Key business ratios

Provides selected industry ratios in three major areas: solvency, efficiency, and profitability. Users can search by various means, including SIC code, line of business, asset range, and year. Data can be exported to a spreadsheet for further analysis. Includes the latest three years for which data are available. Note: D&B Key Business Ratios is limited to 1 simultaneous users. Please click on the Log Off link (to the right of the "Help" link) when you have finished using D&B Key Business Ratios so it will be available to others.

LexisNexis academic

The business component of Lexis-Nexis Academic UNIVERse includes company, country, financial, demographic, market research and industry reports. Approximately 120,000 new articles are added each day from worldwide newspapers, magazines, news wires and trade journals. Many of the resources found in Lexis/Nexis UNIVERse are available in full text.

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Online access to 9 of Standard & Poor's most popular publications: Stock Reports, Industry Surveys, Corporation Records, Register, Stock Guide, Bond Guide, Earnings Guide, The Outlook, and Dividend Record.