This is a tutorial from the librarians at Lone Star College – North Harris. The purpose of this tutorial is to teach library users how to use the database Business Source Complete.

Business Source Complete is a database of company, industry, and country economic profiles, as well as articles from trade publications, magazines, newspapers, and scholarly journals related to business and finance.

To search this database, click on the link marked “Advanced Search”.

Here is the advanced search form. You can enter keywords into the blanks provided. As an example, let's look for information about shipping in Ecuador. Type “shipping” into the first line and “Ecuador” into the second line.

You may wish to limit your search results to full-text articles. To do so, check off the box marked “Full Text”.

You may wish to limit your search results to particular types of documents. If so, check off those boxes.

Next, click on “Search”.

The database has returned 19 articles. The first article appears to be relevant to our search, so click on the title to open the article record.

Here is the article record. At the top, you can find bibliographic information about the article. Below that, you can find an abstract or summary.

To view the full text of the article, click on PDF Full Text.

Here is the full text of the article. To print the article, click on the printer icon. To save the article, click on floppy disk icon. To email the article, click on the envelope icon.

To return to the search results, click on “Result List”. To begin a new search, click on “New Search”.