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 Abstracts with Full Text.

Business Abstracts with Full Text is a database of business-related articles from almost 460 publications dating back to 1982.

To search this database, type keywords into the search bar. As an example, let’s look for articles about owner-operators in the trucking industry. Type trucking and owner and operator into the search bar.

Many of the articles in this database are available in full text. But not all of them are. To limit your search results to full text articles only, check off the box marked Full Text.

When doing research of any kind, you should make sure that your information is up to date. Some articles in this database go back to 1982. To make sure that we’re getting fairly current information about the trucking industry, let’s limit our search to the past 5 years. In the Publication Date menu, type in 2008 and 2013.

Now click on Search.

The database has returned 36 articles.

The first one looks like it may be relevant. Click on the title to view the article record.

Here is the article record. It tells you who wrote the article, when it was published and in what periodical it was published. There’s also an abstract—a summary of the article.

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

Here is the full text of the article. If you’d like to keep it, hover your pointer over the bottom of the page. A menu of options will appear. To save this article as a PDF file, click on the floppy disk icon. To print the article, click on the printer icon. To email the article, click on the envelope icon.