

# *Edward G. Schumacher Memorial Library*

## **Business Research Guide**

### **General Business Resources**

#### **Reference Collection**

##### **Dictionary of Business Terms, 3<sup>rd</sup> Ed.**

Location: Reference, 650.03, Friedman

##### **Encyclopedia of Business and Finance**

Location: Reference, 650.03, Encyclopedia

#### **Circulating Collection**

##### **Call Numbers:**

**338—Entrepreneurs**

**338.6—Small Business**

**650—Management**

**657—Accounting**

**658—General Management**

**659—Advertising &**

**Public Relations**

### **Directories and Handbooks—Print Resources**

#### **Hoover's Handbook of American Business, 2011, 2013, 2014**

Hoover's contains profiles of 750 major U.S. Companies. Profiles are presented alphabetically, and contain an overview of the company, history, list of executives, locations, products, competitors, and financial data.

Location: Reference, 658.1 Hoover's

#### **Ward's Business Directory**

Ward's Business Directory contains profiles of more than 114,500 U.S. Companies. Entries are listed alphabetically and geographically, and contain contact information, financial data, descriptions, and officers.

Location: Reference, 658.1 Ward's

#### **Illinois Manufacturers Directory, 2007**

Illinois manufacturers are listed alphabetically, geographically, by parent company and zip code. Brief entries contain contact information, names of executives, employees, sales figures, and company type.

Location: Reference, 670.0213 Illinois 2007

#### **Brands and Their Companies**

This resource identifies companies that manufacture specific brands. Entries are listed alphabetically by brand.

Location: Reference, 658.83 Brands

#### **Business Plans Handbook**

A compilation of actual business plans developed by small businesses throughout North America.

Location: Reference, 658.4012 Business

### **Annual Reports—Print Resources**

#### **Schumacher Library Annual Report Collection**

The library maintains copies of annual reports for selected companies. Reports are arranged alphabetically. Ask a library staff member to help find the annual reports.

## **Business Research Guide**

### **Websites**

#### **Annual Reports**

##### **Annual Reports.com**

<http://www.annualreports.com/>

Annual Reports of many companies are available for viewing and downloading for free.

##### **U.S. Securities and Exchange Commission Database (Edgar)**

<http://www.sec.gov/edgar/searchedgar/companysearch.html>

Search for Company and then look for "Form 10-K."

##### **Company Websites**

Search for company websites by name in a search engine, and look for the annual report by locating a section for "investor relations."

#### **Company Background Information and Financial Data**

##### **Hoover's**

<http://www.hoovers.com/>

Search for companies alphabetically, geographically, and by industry. Brief profiles are available for free, including an overview of the company, names of executives, top competitors, and financial data.

##### **Yahoo! Finance**

<http://finance.yahoo.com/>

Provides company background, financial data, stock information and news. Type the name of the company in the search box and click "get quotes."

##### **Morningstar**

[www.morningstar.com](http://www.morningstar.com)

Free stock quotes searchable by company. Includes last price, day change, as well as revenue information and operating costs. Company profiles are also provided, including key statistics and financials.

##### **Value Line**

<http://valueline.com/>

Provides free stock quote and information including annual sales. Also contains a glossary of investment terms and a searchable symbol lookup.

#### **Fortune 500 List**

##### **Fortune Magazine**

<http://fortune.com/fortune500/>

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### **Websites**

#### **Illinois Business Resources**

##### **State of Illinois Business Portal**

<https://www.illinois.gov/Business/Pages/run.aspx>

The State of Illinois Business Portal provides links to resources on starting, running, and changing a business in Illinois.

##### **Illinois Secretary of State Business Services**

[http://www.cyberdriveillinois.com/departments/business\\_services/home.html](http://www.cyberdriveillinois.com/departments/business_services/home.html)

This website provides a variety of information and resources, including company detail reports at:

[http://www.cyberdriveillinois.com/departments/business\\_services/corp.html](http://www.cyberdriveillinois.com/departments/business_services/corp.html) ;

and a Guide for Organizing Domestic Corporations at:

[http://www.cyberdriveillinois.com/publications/pdf\\_publications/c179.pdf](http://www.cyberdriveillinois.com/publications/pdf_publications/c179.pdf).

##### **Illinois Department of Commerce and Economic Opportunity**

[http://www.commerce.state.il.us/dceo/Bureaus/Facts\\_Figures/Factsheets/](http://www.commerce.state.il.us/dceo/Bureaus/Facts_Figures/Factsheets/)

The “Facts and Figures” section of this website provides a variety of information on businesses in Illinois, including a listing of Illinois businesses in the Fortune 500.

#### **U.S. Government Business Resources**

##### **Business Data and Statistics**

[http://www.usa.gov/Business/Business\\_Data.shtml](http://www.usa.gov/Business/Business_Data.shtml)

Use this government sponsored site to find data and statistics on banking, earnings, economic analysis, trade and more.

### **Databases**

#### **Ebsco**

Select the “Business Source Elite” database, click on “Company Profiles” and search by company name to access a Datamonitor report that includes an overview of the company, history, employee information, revenue analysis, competitors, and locations. Select the “Regional Business News” database to search for articles relating specifically to business news.

#### **ProQuest**

Search for newspaper articles by company name. Tip: Use the Advanced search, enter the name of the company, and select “subject” from the drop down menu.