

Accessing Business Periodicals Online

The Business Library has three main databases that allow patrons to access periodicals:

- EBSCO Host Business Source Complete
- ProQuest ABI/INFORM
- Factiva

Factiva will probably be most helpful to you because it allows you to get many of the business periodicals that you may want subscriptions for FREE of charge. Some of the periodicals you can obtain through this website are:

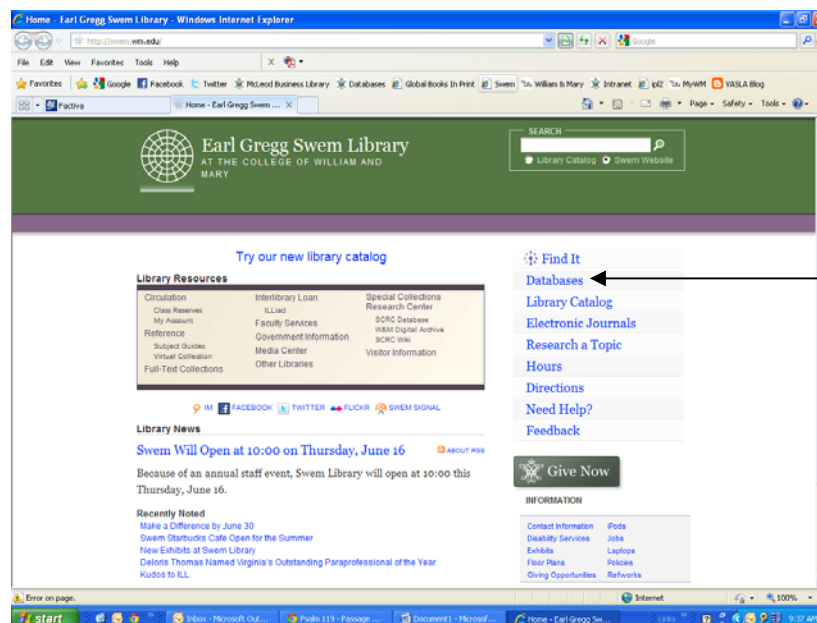
- The Wall Street Journal
- The Economist
- The New York Times
- The Washington Post
- Newsweek
- Barron's
- Forbes
- Many more!

There are two ways you can access Factiva:

- Through Swem Library's webpage
- Through the McLeod Business Library's Phoenix server

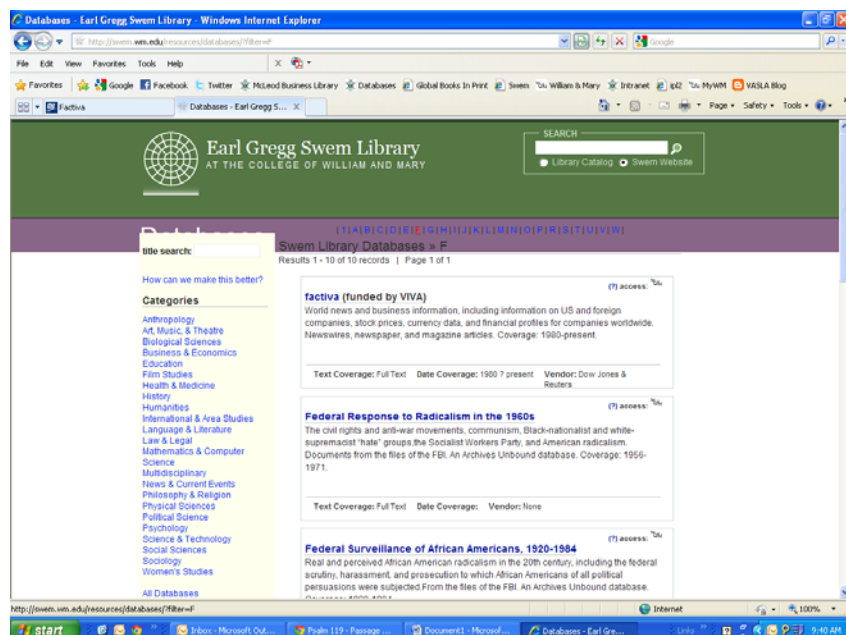
Swem's Library webpage

<http://swem.wm.edu/>



Click on the "Databases" link

Click on the “F” in the top alphabet list menu.
Factiva will be at the top.

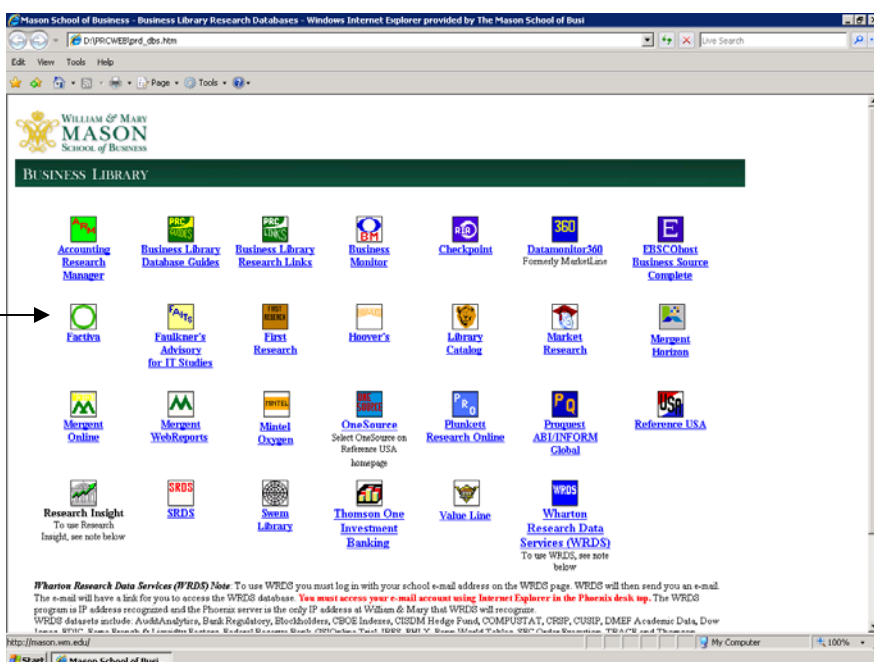


McLeod Library's Phoenix Server

Follow these instructions to set up access to the Phoenix Server remotely if you are a graduate student, faculty member or staff member: <http://masonweb.wm.edu/it/RemoteAccess.pdf>

All undergrads must go to the McLeod Business Library to access the Phoenix server.

This is what you will see when you sign on to the server. Click on the Factiva icon to access this database.

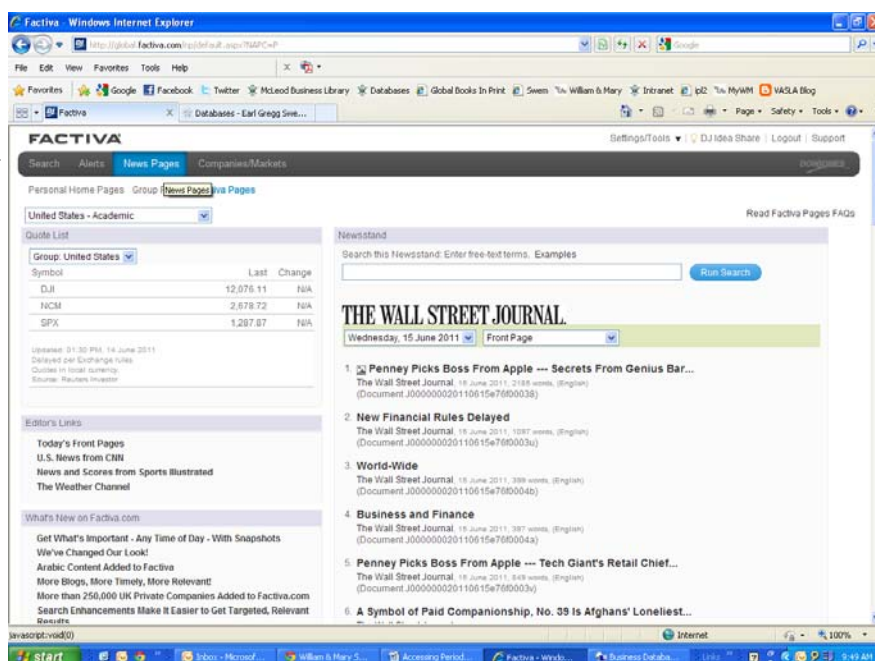


Once you are in the Factiva Database, there are two ways you can access the periodicals:

- News Pages
- Search function

News Pages

In the top menu bar click on “News Pages” and you will be taken to a page where Factiva has highlighted eight periodicals. You will see under each periodical heading you can search by date or by section of the periodical. They usually have about two weeks worth of material here.



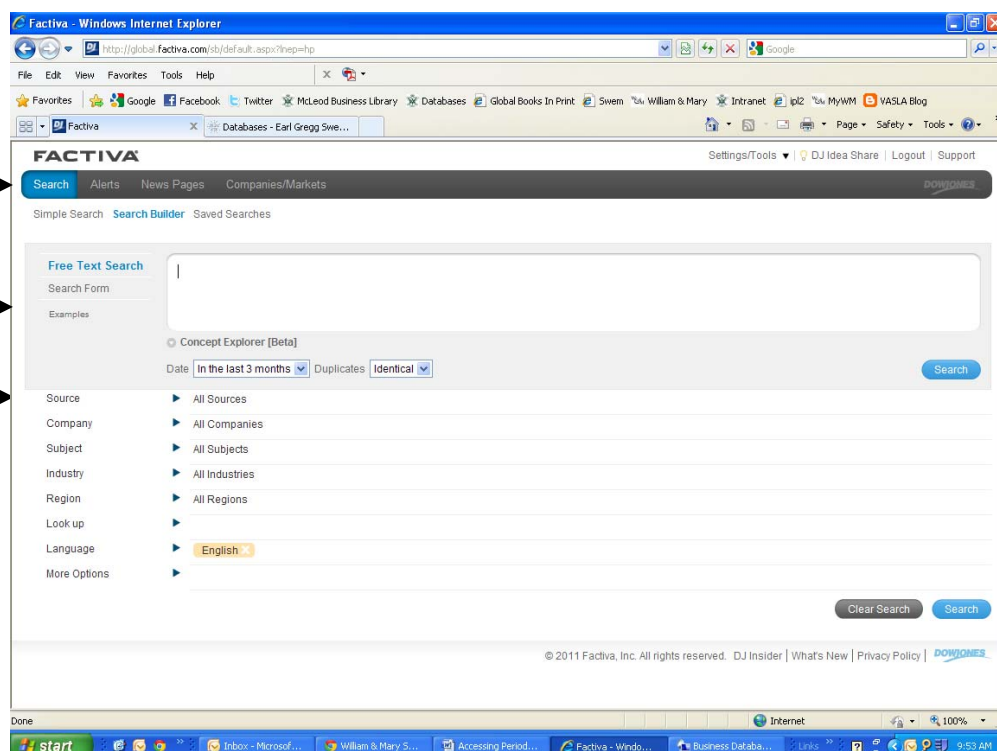
Search

If the periodical is not listed in this section of Factiva, click on the “Search” option from the top menu bar.

The top arrow is pointing to the “Search” option in the menu bar.

This is the “Free Text Search” where you will send the name of the periodical you want to search for.

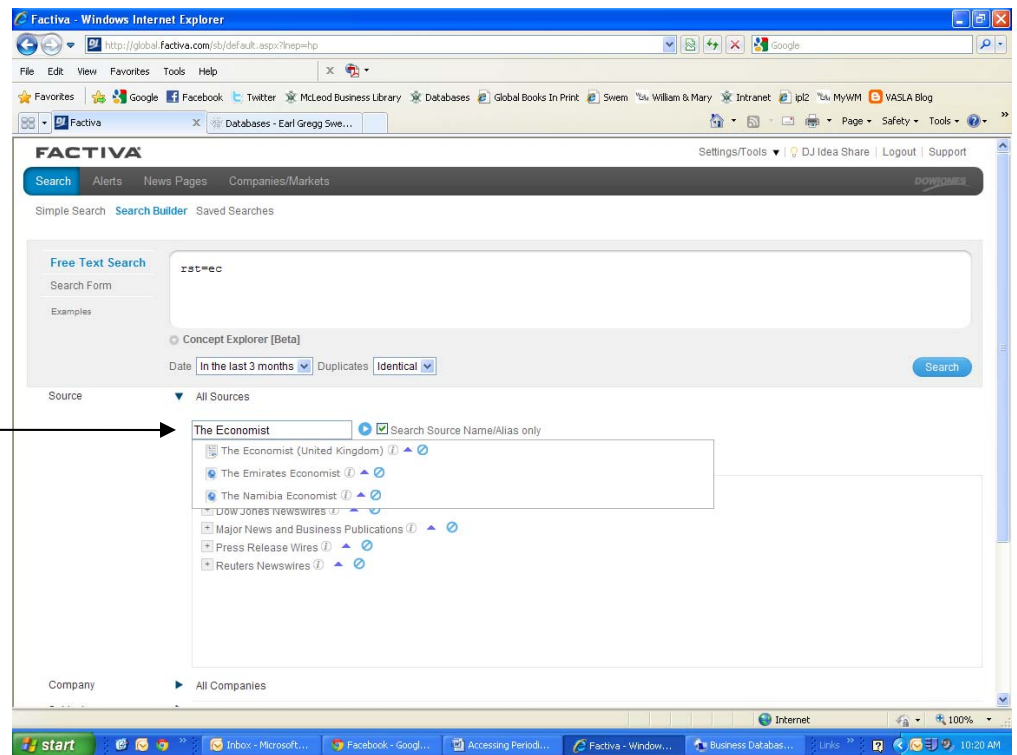
The final arrow is pointing to the “Source” option and this is what you click on first in order to search for the periodical you want.



Once you click on the “Source” option, type in the name of a periodical such as *The Economist*.

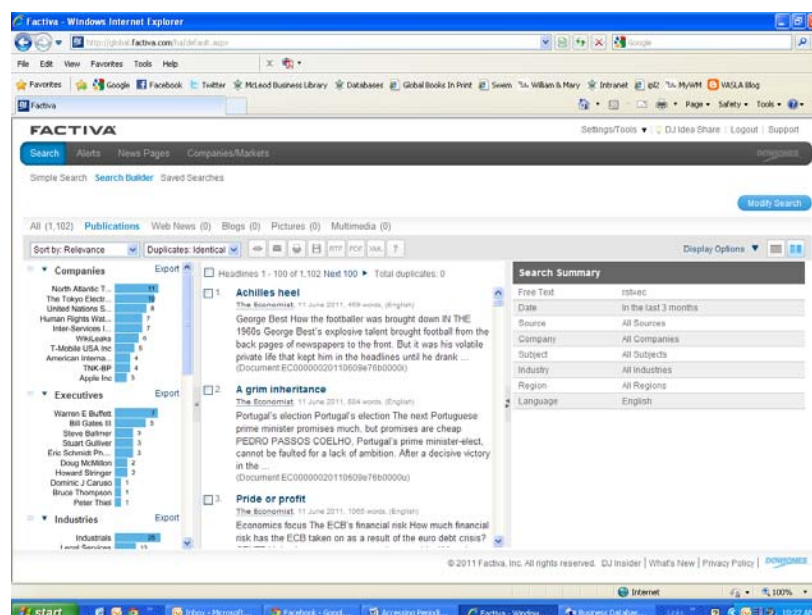
As you can see, I’ve typed in The Economist as the periodical I want to find and Factiva will autofill or try to guess what you are searching for as you type.

The Economist that I want is the top option so I’m going to click on the purple triangle to put it in the “Free Text Search” box and click “Search”.



Once you click on “Search” you will be taken to this Results page where you will find all the articles from this periodical that Factiva has with the most recent at the top.

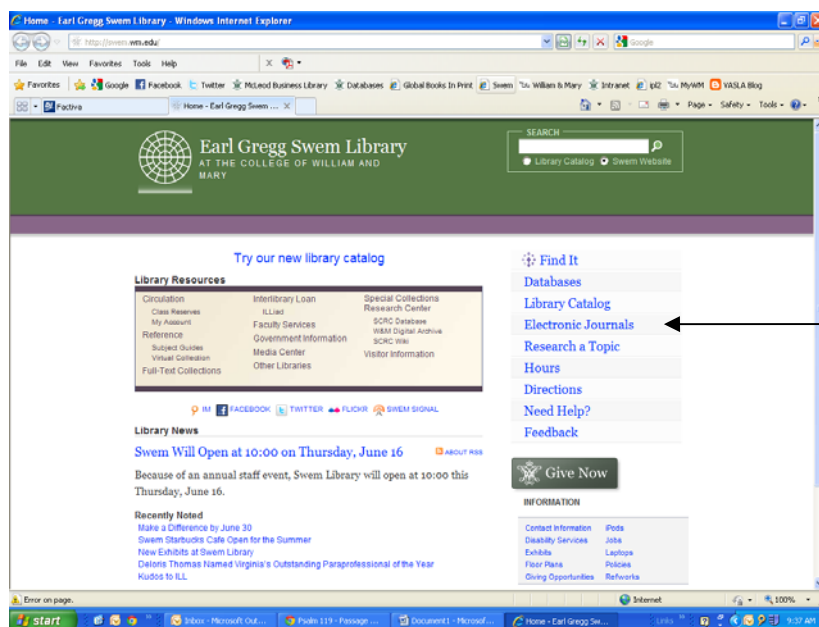
If you want to narrow down your search, you can do so from the categories on the left side of the page.



EBSCO Host Business Source Complete and ProQuest ABI/INFORM also have many periodicals that can be accessed for free. If you are unsure which database to look for a particular periodical, here is a quick way to find out:

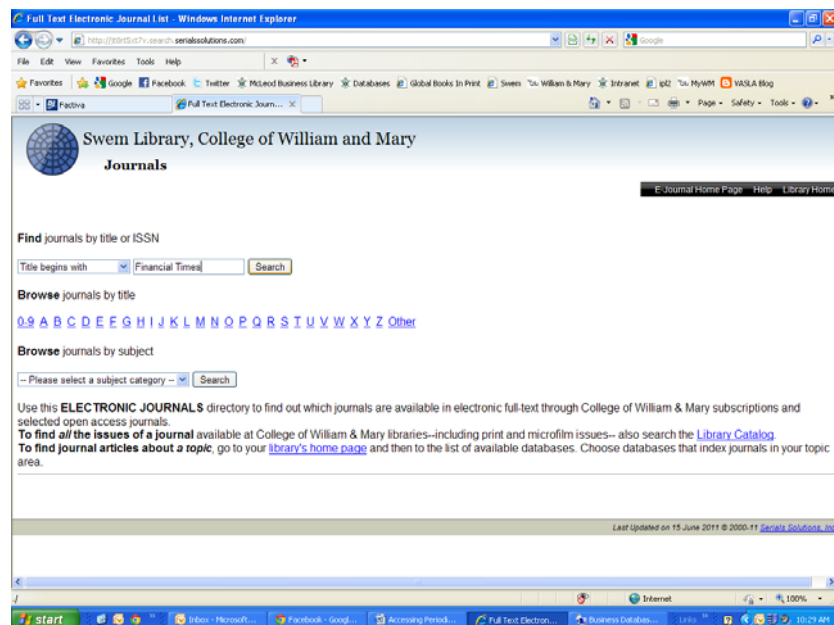
Go to the Swem Library homepage again.

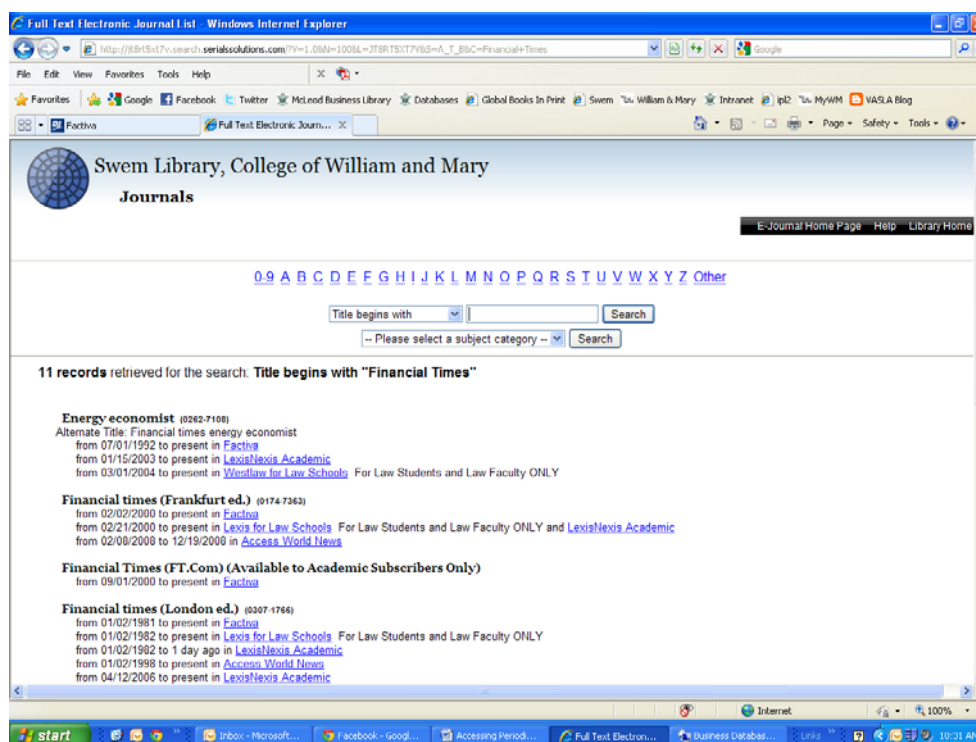
<http://swem.wm.edu/>



Click on "Electronic Journals" from the quick links on the right side.

Type in the name of the periodical you want to find, browse them by title or by subject. I went ahead and typed in Financial Times in the search field.





You will see the results of our search on the following page and you can see which databases have the periodical you are searching for. As you can see, Factiva has the Financial Times we want so you would just click on the Factiva link and be taken to the database directly.

From there you can perform a Free Text Search through the Source option and find which articles are available.

If you have any questions or wish to have a demonstration from a librarian on this database or any other database, please use the following methods to contact us:

- Email Business Reference Librarians directly -
 - * **Alicia Phinney** : Alicia.Phinney@mason.wm.edu
 - * **Charlotte Davis Brown** : Charlotte.Brown@mason.wm.edu
 - IM us at the McLeod Reference Desk through the box on the right, or IM us using AIM or GChat at **mcLeod_library**
 - Send us a text message 757-741-8638
 - Come in during regular library hours**:
- | | |
|--------------------------|-------------------------------|
| Monday – Thursday | 9:00 A.M. – 10:00 P.M. |
| Friday | 9:00 A.M. – 5:00 P.M. |
| Saturday | 11:00 A.M. – 6:00 P.M. |
| Sunday | 2:00 P.M. – 10:00 P.M. |

**Our hours vary during holidays, interim and summer sessions.
Hours during these times will be posted in the Mason School of Business and on the Business Library's web page.