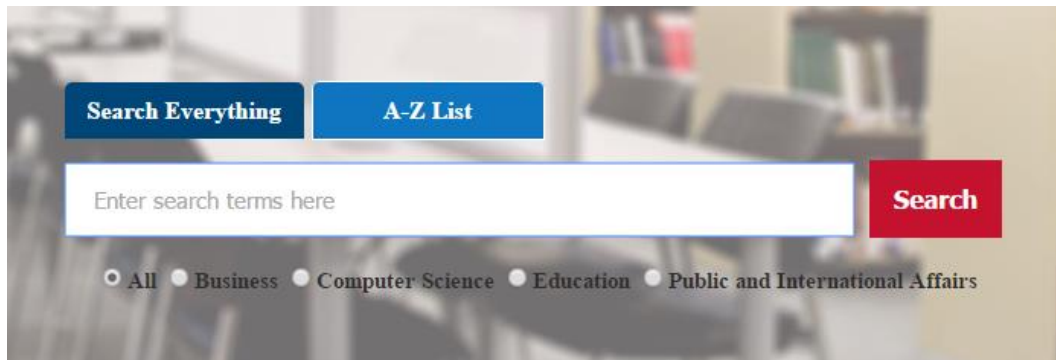


# How to find “Harvard Business Review” in EDS: a step by step guide

- 1) Start by going to the library’s website (<http://www.library.viu.edu>). You will see the EBSCO Discovery System (EDS) search box on the main page:



- 2) Click on the blue **A-Z List** button.
- 3) The **A-Z list** will open. Go down to Business Source Elite, as shown below, and click on the link.

## All Resources A-Z

### ■ Academic Search Elite

Academic Search Elite is a rich resource spanning a broad stretch of academic subjects with thousands of full-text journals and abstracted and indexed journals

Learn how to use from:

- Video
- PowerPoint

### ■ Access World News

Access World News Research Collection is a full-text news resource consisting over 9,700+ local, regional, national and international sources (6,200+ US and 3,500+ international sources). Find diverse global perspectives on topics related to controversial issues, the environment, politics, technology, health, education, science, the arts, business, economics, criminal justice, and more from a variety of current and retrospective news media including newspapers, newswires, broadcast transcripts, blogs, periodicals, videos and web-only content. □ Tutorials (<http://newsbank.libguides.com/AccessWorldNews/Home>)

Learn how to use from:

- Tutorials

### ■ Applied Science & Technology Source

Applied Science & Technology Source focuses on engineering challenges, research, and business and social implications of new technology from leading trade and industrial journals, professional and technical society journals, specialized subject periodicals, buyers' guides, directories, and conference proceedings.

Learn how to use from:

- Video
- Advanced Search Tutorials

### ■ Business Source Elite

*Business Source Elite* offers full text for nearly 1,100 business publications and more than 10,150 substantial company profiles from MarketLine. Learn how to use from:

- Video
- PowerPoint
- SWOT Analysis

4) At the top of the page, choose the “Publications” link, as seen below:

The screenshot shows the top navigation bar of the EBSCOhost website. The bar is dark blue with white text. The 'Publications' link is circled in blue. Other links include 'New Search', 'Company Profiles', 'Thesaurus', and 'More'. Below the navigation bar is the EBSCOhost logo and a search area. The search area includes a search box, a dropdown menu for 'Select a Field (optional)', and 'Search' and 'Clear' buttons. There are also 'AND' dropdowns and a '+' '-' button. At the bottom of the search area are links for 'Basic Search', 'Advanced Search', and 'Search History'.

5) A second search box for “Publications” will now appear. Type “Harvard Business Review” into the search box, as shown below:

The screenshot shows the search results page for 'Publications' on EBSCOhost. The search box contains 'Harvard Business Review' and the 'Search' button is visible. Below the search box are links for 'Basic Search', 'Advanced Search', and 'Search History'. The page title is 'Publications'. Below the title is a section for 'Browsing: Business Source Elite -- Publications'. This section includes a search box with 'Harvard Business Review' and a 'Browse' button. There are three radio buttons for sorting: 'Alphabetical' (selected), 'By Subject & Description', and 'Match Any Words'. Below the sorting options is a 'Page:' section with 'Previous' and 'Next' buttons, and a list of letters 'A B C D E F G H I J K L M N O P Q R S T U V W X Y Z'. At the bottom of the page is a 'Mark Items for Search' section with an 'Add' button. Below this is a list of items, including 'A+ Science AB Medtrack Company Profile' with a date range of 'Bibliographic Records: 01/21/2015 To Present'.

6) The first item in the list of search results is Harvard Business Review, as seen below:

EBSCOhost Searching: **Business Source Elite** | [Choose Databases](#)

**Search**

[Basic Search](#) [Advanced Search](#) [Search History](#)

---

**Publications**

---

Browsing: **Business Source Elite -- Publications**

**Browse**

**Alphabetical**  **By Subject & Description**  **Match Any Words**

Page: [Previous](#) | [Next](#) ▶ ◀ [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) ▶

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Mark Items for Search **Add**

[Harvard Business Review](#)  
Bibliographic Records: 10/01/1922 To Present  
Full Text: 01/01/1985 To Present  
 PDF Full Text; HTML Full Text

7) Click on the link to “Harvard Business Review”.

8) You will now see a record for “Harvard Business Review”, and on the right side of the screen, a list of issues that date back to 1922.

Publications

[◀ Previous Record](#) | [Next Record ▶](#)

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[Search within this publication](#)

Publication Details For *"Harvard Business Review"*

<b>Title:</b> Harvard Business Review	
<b>ISSN:</b> 0017-8012	
<b>Publisher Information:</b> Harvard Business School Publication Corp. 60 Harvard Way Boston MA 02163 United States of America	
<b>Bibliographic Records:</b> 10/01/1922 to present	
<b>Full Text:</b> <a href="#">01/01/1985 to present</a>	
<b>Publication Type:</b> Periodical	
<b>Subjects:</b> Management; Strategic Planning	
<b>Description:</b> Written for upper level management. Presents analysis of management problems and helpful commentary on advanced thinking and practice in all fields of management and administration.	
<b>Publisher URL:</b> <a href="http://www.hbr.org">http://www.hbr.org</a>	
<b>Frequency:</b> 12	
<b>Peer Reviewed:</b> No	

All Issues

- + 2017
- + 2016
- + 2015
- + 2014
- + 2013
- + 2012
- + 2011
- + 2010
- + 2009
- + 2008
- + 2007
- + 2006
- + 2005
- + 2004
- + 2003
- + 2002
- ...

9) Click on the (+) sign to expand or close the year(s) you want.

- All Issues
- + 2017
- 2016
  - Vol. 94 Issue 12 - Dec2016
  - Vol. 94 Issue 11 - Nov2016
  - Vol. 94 Issue 10 - Oct2016
  - Vol. 94 Issue 9 - Sep2016
  - Vol. 94 Issue 7/8 - Jul/Aug2016
  - Vol. 94 Issue 6 - Jun2016
  - Vol. 94 Issue 5 - May2016
  - Vol. 94 Issue 4 - Apr2016
  - Vol. 94 Issue 3 - Mar2016
  - Vol. 94 Issue 1 - Jan/Feb2016
- + 2015

10) As an example, I selected the November, 2016 issue. After selecting that issue, the next screen will look like this:

The screenshot shows the EBSCOhost search interface. At the top, the search criteria are "JN 'Harvard Business Review' AND DT 20". The search results are displayed in a list format, showing three articles from the November 2016 issue of the Harvard Business Review. The first article is "Where Are the Women?" by Ignatius, Adi. The second is "The Elements of Value: Interaction." by O'Connor, Colleen, Dreyfus, Rachel J.; Reisman, Richard; Sevak, Mihir; Zahner, L. William. The third is "Why People Quit Their Jobs: Interaction." by Viar, Lori; Eikenberg, Darcy; Lenihan, Michael D.; Smith, Don. The left sidebar contains filters for "Refine Results", "Limit To", "Source Types", and "Subject: Thesaurus Term".

Searching: Business Source Elite | Choose Databases

JN "Harvard Business Review" AND DT 20 Select a Field (optional) Search Clear ?

AND Select a Field (optional)

AND Select a Field (optional) + -

Basic Search Advanced Search Search History

Refine Results

Current Search

Find all my search terms:  
JN "Harvard Business Review" AND DT 20161101

Limit To

Full Text

Scholarly (Peer Reviewed) Journals

Cover Story

2016 Publication Date 2016

Show More

Source Types

All Results

Magazines (24)

Subject: Thesaurus Term

Search Results: 1 - 25 of 25

Date Newest Page Options Share

1. Where Are the Women?

By: Ignatius, Adi. *Harvard Business Review*. Nov2016, Vol. 94 Issue 11, p12-12. 1p.

The article presents a letter from the editor of the journal that discusses the ranking of chief executive officers in the issue of the journal and the underrepresentation of women in the ranking...

Periodical

Subjects: Rating of chief executive officers; Women chief executive officers

HTML Full Text PDF Full Text (204KB)

2. The Elements of Value: Interaction.

By: O'Connor, Colleen, Dreyfus, Rachel J.; Reisman, Richard; Sevak, Mihir, Zahner, L. William. *Harvard Business Review*. Nov2016, Vol. 94 Issue 11, p18-18. 4/5p.

Several letters to the editor are presented in response to the article "The Elements of Value," by Eric Almquist, John Senior, and Nicolas Bloch, published in the September 2016 issue of the jour...

Periodical

Subjects: Value (Economics); Valuation; All Other Professional, Scientific, and Technical Services

HTML Full Text PDF Full Text (634KB)

3. Why People Quit Their Jobs: Interaction.

By: Viar, Lori; Eikenberg, Darcy; Lenihan, Michael D.; Smith, Don. *Harvard Business Review*. Nov2016, Vol. 94 Issue 11, p18-19. 2p.

Several letters to the editor are presented in response to the article "Why People Quit Their Jobs," published in the September 2016 issue of the journal.

Periodical

Subjects: Resignation of employees; Employees

HTML Full Text PDF Full Text (1.1MB)

11) Click on "PDF Full Text" or "HTML Full Text" to read, print, or download the articles.

## But what if you want to search the entire journal for a topic, and not search each issue? Here's how!

- a) If you want to **search within every issue of this publication**, use the backspace button on the browser to return to the previous page.
- b) Use the "Search within this publication" link, shown circled below, to begin your search.

Publications  
◀ Previous Record | Next Record ▶

[Search within this publication](#)

### Publication Details For "Harvard Business Review"

**Title:** Harvard Business Review  
**ISSN:** 0017-8012

**Publisher Information:** Harvard Business School Publication Corp.  
60 Harvard Way  
Boston MA 02163  
United States of America

**Bibliographic Records:** 10/01/1922 to present  
**Full Text:** [01/01/1985 to present](#)

**Publication Type:** Periodical

**Subjects:** Management; Strategic Planning

**Description:** Written for upper level management. Presents analysis of management problems and helpful commentary on advanced thinking and practice in all fields of management and administration.

**Publisher URL:** <http://www.hbr.org>

**Frequency:** 12  
**Peer Reviewed:** No

- c) Add your search term or terms to the additional search boxes:

EBSCOhost Searching: [Business Source Elite](#) | [Choose Databases](#)

JN "Harvard Business Review" Select a Field (optional) Search Clear ?

AND industrial espionage Select a Field (optional)

AND | Select a Field (optional) + -

[Basic Search](#) [Advanced Search](#) [Search History](#)

- d) You can add additional search terms by using the (+) icon below the red "Search" button.

