

Quick Guide to Searching using the Ebsco Platform.

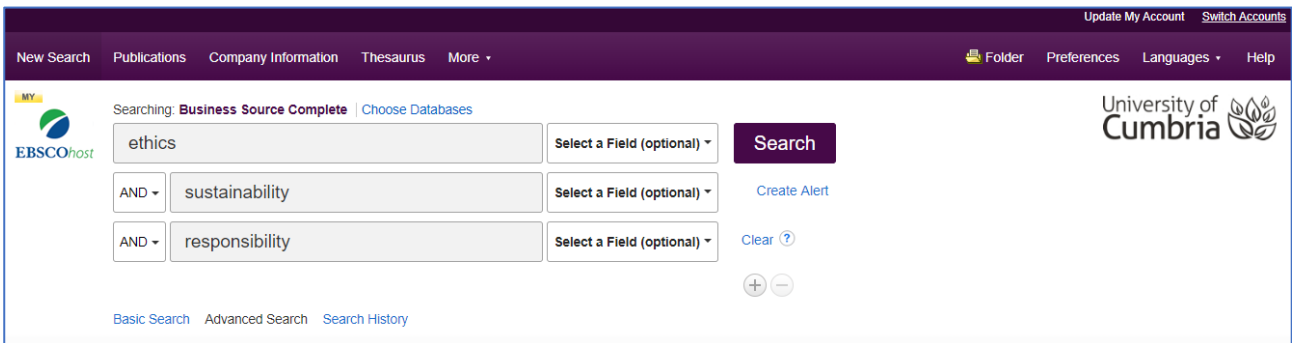
This guide will help you get the most from searching the Academic Search Complete and Business Source Complete databases available here:

my.cumbria.ac.uk/rkc

Ebsco's Accessibility Statement can be viewed at: https://connect.ebsco.com/s/article/Accessibility-Navigation-Guide?language=en_US

How to search using keywords

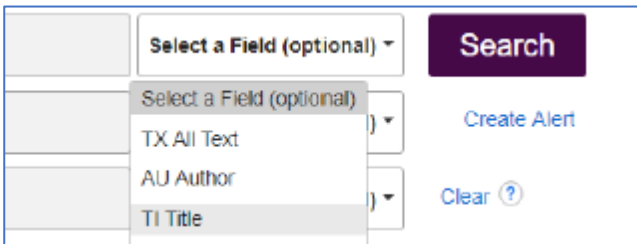
Enter your keywords in the search boxes provided. Try to think of strong descriptive words that are neither too broad nor too narrow. The strength of your keywords will determine the quality of the results that you get back. E.g.



The screenshot shows the Ebsco search interface. At the top, there are navigation links: 'New Search', 'Publications', 'Company Information', 'Thesaurus', and 'More'. On the right, there are links for 'Update My Account', 'Switch Accounts', 'Folder', 'Preferences', 'Languages', and 'Help'. The main search area has a header 'Searching: Business Source Complete | Choose Databases'. Below this, there are three search boxes with the keywords 'ethics', 'sustainability', and 'responsibility'. Each box has a 'Select a Field (optional)' dropdown menu. To the right of the search boxes are buttons for 'Search', 'Create Alert', and 'Clear'. At the bottom left, there are links for 'Basic Search', 'Advanced Search', and 'Search History'. At the bottom right, there are '+' and '-' symbols to add or remove search boxes. The University of Cumbria logo is visible in the top right corner.

You can add more search boxes by clicking on the + symbol at the bottom right.

Ebsco databases let you choose where you want your keyword to appear in the article. E.g. If you want the word 'football' to appear in the title of the article, change the 'Select a Field' option in the following way:



The close-up screenshot shows the 'Select a Field (optional)' dropdown menu. The menu is open, showing three options: 'TX All Text', 'AU Author', and 'TI Title'. The 'TI Title' option is highlighted. To the right of the dropdown menu are buttons for 'Search', 'Create Alert', and 'Clear'.

When you are ready click the Search button.

How to refine your results

On the left hand panel on the results screen, Ebsco provide options to enable you to 'refine your results' to make them more specific.

The most useful options are:

Limit To

Full Text

References Available

Scholarly (Peer Reviewed) Journals

1929 Publication Date 2020

- Full-text: this will ensure that you can read the whole article
- References Available: articles that contain references are usually of a higher academic standard
- Scholarly (Peer Reviewed) Journals: articles that have been through the peer review process are also usually of a higher academic standard.
- Publication Date: use the slider to choose the range that is most appropriate for your research, e.g. last 5 years.

How to view articles

Click on the title of the article that you are interested in from the results screen.

THE EFFECT OF CORPORATE SUSTAINABILITY ON ORGANIZATIONAL PROCESSES.

By: NICOLĂESCU, EUGEN. Economics, Management & Financial Markets. Sep2018, Vol. 13 Issue 3, p120-125. 6p. 2 Diagrams, 3 Graphs.

My analysis complements the growing literature (e.g. Benn et al., 2014) which claims that numerous companies should change considerably the manner they do business. Companies are tools of social ...

Subjects: Social **responsibility** of business; Corporate governance; Business **ethics**; Industrial management; **Sustainability**

Show all 5 Images

Cited References: (16)

[PDF Full Text](#) (1.3MB)

You will now be able to see the article's 'abstract'. The abstract is a short paragraph that succinctly describes the article. This helps you to decide whether the article is relevant for your research.

Abstract: My analysis complements the growing literature (e.g. Benn et al., 2014) which claims that numerous companies should change considerably the manner they do business. Companies are tools of social goal, constituted within society to carry out valuable social purposes, thus having a right to a sustained permanence, a license to employ resources, and an accountability to provide socially valuable goods and services (the company is an unalterable social form). There is raised public constraint for companies to become more responsible. International firms activate across political confines and thus dodge long-range surveillance by certain nation-states. There is a rising gap between the corporate leaders who have adopted the duties and prospects of corporate citizenship and individuals who, via unawareness or strategy, go on to make use of natural and human resources. Benn et al. (2014) hold that nearly all companies activate under accounting rules and cultural beliefs that recompense them for ignoring numerous of the social and environmental effects of their undertakings. Companies should be main contributors to **sustainability** and not social and environmental aggressor weakening a world

This page will also give you all the information that you will need for your referencing, e.g. Author(s), title of article, title of journal (sometimes referred to as the 'source', journal issue and volume and page numbers:

Authors: [NICOLĂESCU, EUGEN¹](#) eugengnicolaescu@gmail.com

Source: [Economics, Management & Financial Markets](#). Sep2018, Vol. 13 Issue 3, p120-125. 6p. 2 Diagrams, 3 Graphs.

To view the full-text of the article you will usually be given the options to view the PDF or the HTML:



The 'Tools' panel on the right of the screen gives you very useful options. Here are some of the most helpful:

- Add to folder: you can add articles to your folder (see the folder icon at the top of the screen).
- Print: print the article
- Email: email the article to yourself
- Save: save the article to your drive or to a memory device
- Export: this enables you to send the bibliographic citation information to a reference manager, e.g. RefWorks
- Create Note: you can add a personal note to the article
- Listen: this will provide an audio version (with downloadable mp3)
- Translate: a translation tool

Updated April 2020