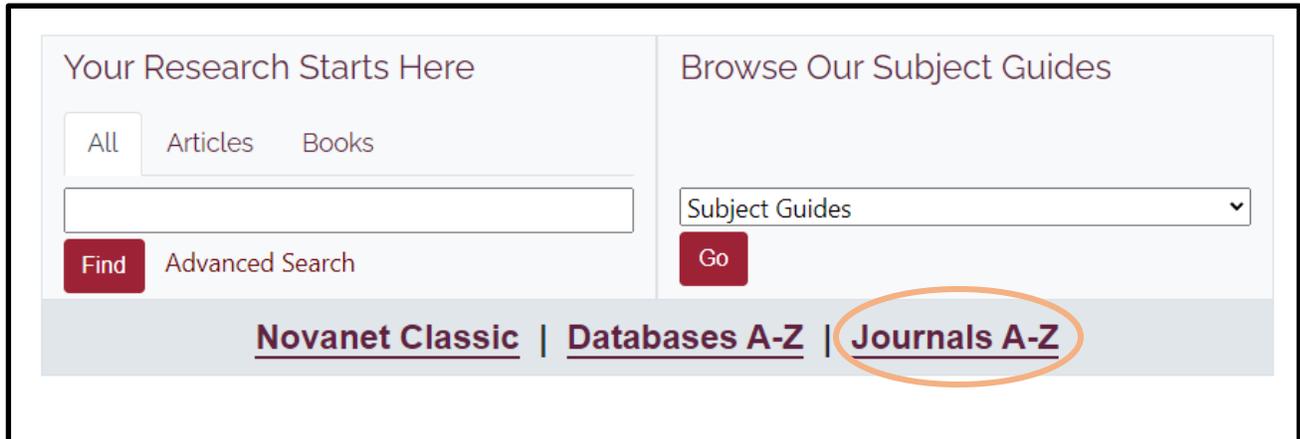


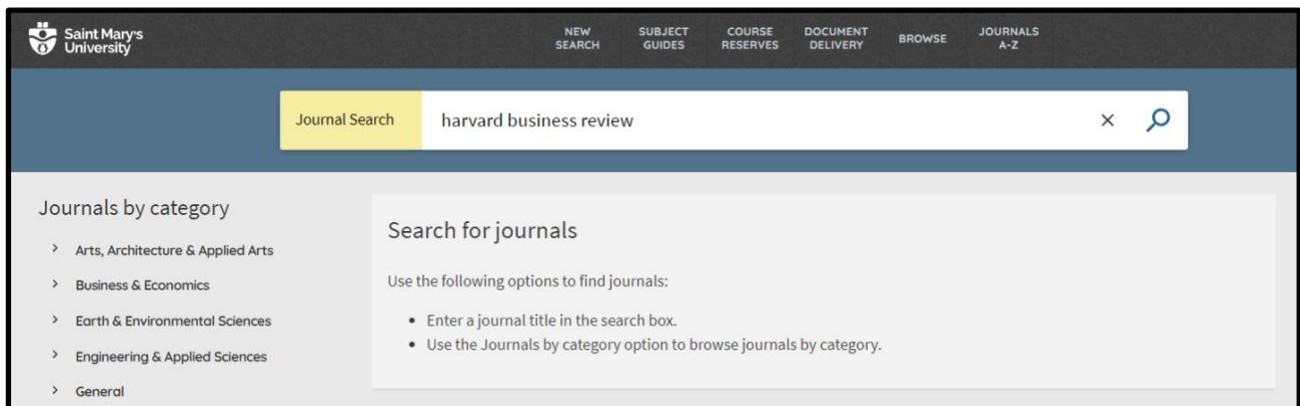
How to Find Journal Articles: A Brief Guide

Use the Journals A-Z link on the Library's homepage to quickly determine whether or not the Library owns a particular journal, and the volumes or years of coverage that are available.

Step 1: Click on the **Journals A-Z** link on the Library's homepage:



Step 2: This will take you to the **Journals A-Z** page. Enter the title of the journal, magazine, or newspaper that you are looking for (e.g., *Harvard Business Review*).



Step 3: If you find the journal you are looking for, click on its title to view availability information. In our example below, *Harvard Business Review* is available in microform and online.



Step 4: Scroll further in the full record to find out where full text is available online. *Harvard Business Review* is available from 1922 to present via Business Source Premier.

View Online

Full text availability

Academic OneFile Available from 1997 until 2000. Copyright & Permissions Information Report Broken Link	✉
Business Insights: Global Available from 1997-01-01 until 2000-05-31. Copyright & Permissions Information Copyright & Permissions Information	✉
Business Source Premier (Ebscohost) Available from 1922-10-01. Copyright & Permissions Information Report Broken Link	✉
General OneFile Available from 1997 until 2000. Copyright & Permissions Information	✉

Step 5: The database will provide you with publication details for the journal along with links to the individual issues:

Database: Business Source Premier -- Publications
EBSCOhost

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: 10/01/1922 to present
Publication Type: Periodical
Subjects: Strategic Planning, Management
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: <https://hbr.org>
Frequency: 6
Peer Reviewed: No

All Issues and Articles
+ 2022
+ 2021
+ 2020
+ 2019
+ 2018
+ 2017
+ 2016
+ 2015
+ 2014
+ 2013
+ 2012
+ 2011
+ 2010
+ 2009
+ 2008

Step 6: To locate a specific article, click on the link for the year/volume/issue that you need. For example, to find the full text of the article cited below, click on **2021**, then **Vol. 99, Issue 6**:

Ignatius, A. (2021). Your projects are your future. *Harvard Business Review*, 99(6), 10.

The screenshot shows the 'Publication Details For "Harvard Business Review"' page. On the left, it lists the title, ISSN (0017-8012), publisher information (Harvard Business School Publication Corp.), and bibliographic records. On the right, there is a navigation menu for 'All Issues and Articles' with a list of years and volume/issue combinations. The year '2021' and the specific issue 'Vol. 99 Issue 6 - Nov/Dec2021' are highlighted with orange boxes.

Step 7: A list of the articles contained in vol. 99, issue 6 of the journal will appear on the screen. Locate the title of the article you need, e.g., "Your projects are your future". You can then select full text in either HTML or PDF format.

The screenshot displays a list of two articles. The first article, 'Your Projects Are Your Future.' by Ignatius, A.D.I., is highlighted with an orange box. Below the title, it shows the author, journal information, and subject terms. Two options for full text are provided: 'HTML Full Text' and 'PDF Full Text (280KB)', both of which are also highlighted with orange boxes. The second article, 'How to Help Your CMO Boost Global Growth.', is also visible below it.

Repeat the process above whenever you have an article citation and need to locate a copy of the article. If you need assistance in locating journal articles, please contact [Research Help](#).