



THE UNIVERSITY OF
SYDNEY

Make a Strong Start

Find business news via Factiva

University of Sydney Library
Semester 2, 2019



Library resources

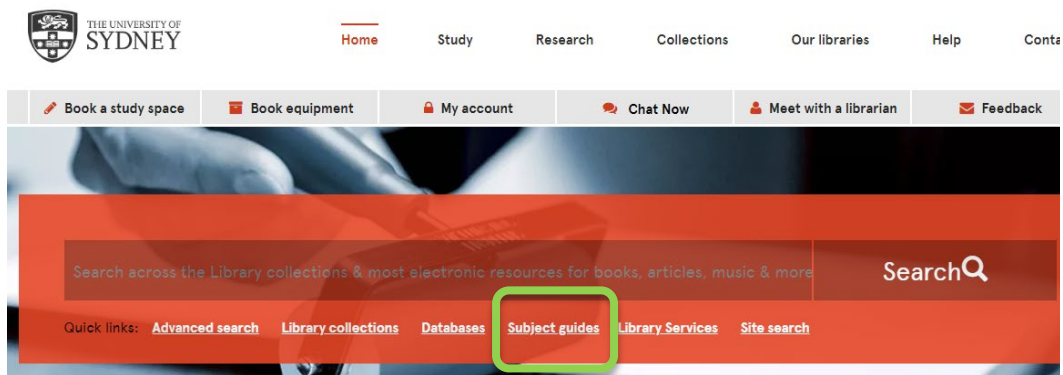
Research guides

The Library has compiled a series of guides that cover:

- The best research databases in a particular subject area
- The most appropriate resources for common research tasks e.g. finding news articles

How to access

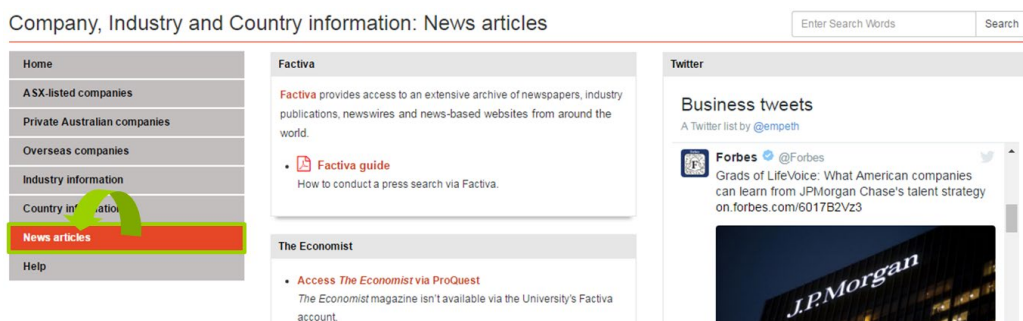
- 1 Go to library.sydney.edu.au
- 2 Click on **Subject guides** (located underneath the main search box).



- 3 Click on the **Business** menu and select **Company, Industry and Country information**.
- 4 From the **Company, Industry and Country information** guide, click on the **News articles** tab on the left-hand menu.

The **News articles** page provides access to:

- Factiva and related help guides
- *The Economist*
- A Twitter feed of business news



Factiva

Factiva is a leading source of news and business information.

News

Factiva lets you search across thousands of sources including:

- **Australian newspapers** - *The Sydney Morning Herald*, *The Australian Financial Review* and *The Australian*
- **International newspapers** - *The Wall Street Journal*, *The New York Times*, *Financial Times* (one month delay), *The Guardian* (U.K.), *The Times* (U.K.), *South China Morning Post* (Hong Kong), and *China Daily*
- **Magazines and trade publications** - *Forbes* and *Newsweek*
- **Newswires** - *Australian Associated Press*, *Agence France Press*, *Xinhua News Agency* (China), and *Dow Jones*
- **Major news sites** (past 90 days) and **blogs**

Company information

- Factiva covers over 22 million public and private companies worldwide

How to access Factiva

Library's databases page

- 1 Open the Library's **Databases** page - library.sydney.edu.au/databases
- 2 Click on the letter **F** beneath the **databases A-Z by title** heading.

Search / browse **databases A - Z by title**

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

- 3 Click on the **Factiva.com** link → [Factiva.com \(mid-1980s - present\)](#)

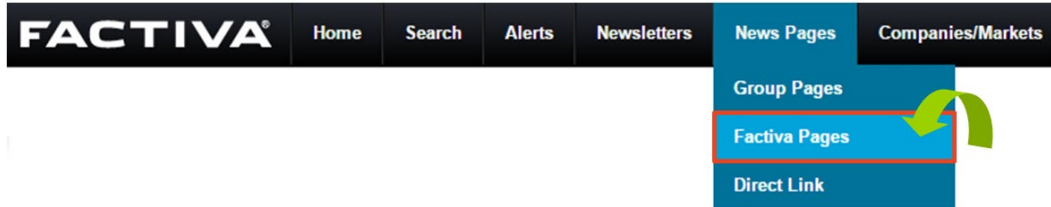
Note: The University of Sydney's account is **limited to 15 users** at a time. Users are timed out after 2 minutes of inactivity. If you're unable to access the site, please try again in a few minutes.

Browse through leading newspapers

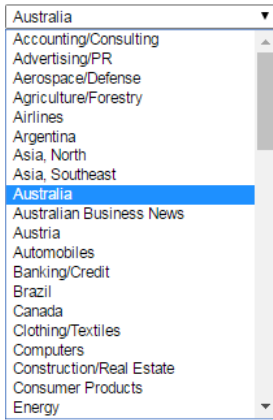
Factiva lets you view the latest editions of leading newspapers from around the world.

How to access

Select **News Pages** > **Factiva Pages** from the top of the Factiva homepage.



The drop-down menu at the **top left** of the page lets you browse through news pages based on a particular **country** or **industry**.



The **Australia** news page lets you browse through recent issues of:

- *The Australian Financial Review* (past month)
- *The Australian* (past 2 weeks)
- *The Sydney Morning Herald* (past 2 weeks)
- *The Wall Street Journal (Asia Edition)* (past 2 weeks)

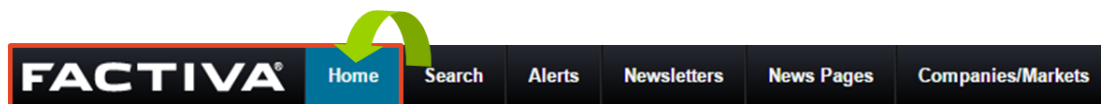


Simple Search

Factiva's simple search page offers a Google-like search interface.

How to access

Click on the **Home** button or the **Factiva** icon at the top left of the screen.

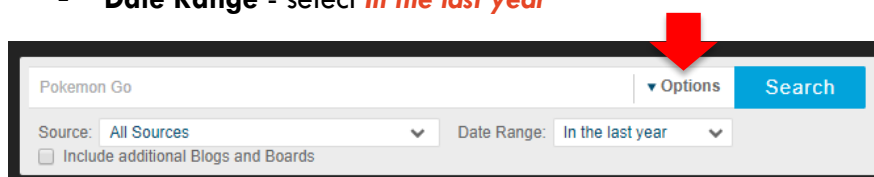


Search tips

- You don't need to type AND between your search terms. Factiva will automatically search for each individual word.
- Only enter specific words that you think will appear in relevant articles.
- Use quotation marks to search for an exact phrase e.g. "Game of Thrones"

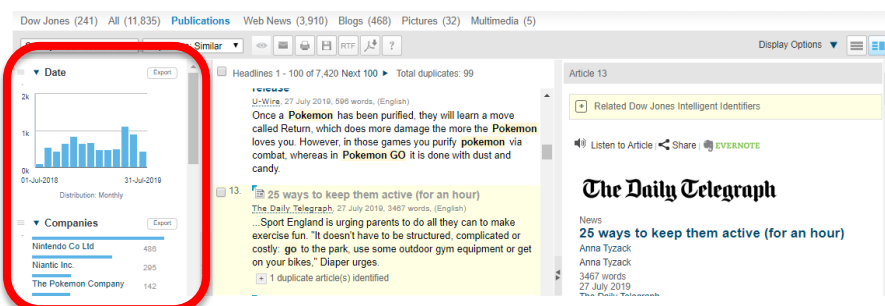
Example

- 1 Let's say you're interested in doing some research on the app Pokemon Go. Enter the key words **Pokemon Go** into the search box.
- 2 As you begin typing, a drop-down menu will appear with suggested keywords. You can either select an option from this list or just search on the words that you've entered.
- 3 Click on the **Options** button to limit your search by:
 - **Source** - select *Major news and business sources*
 - **Date Range** - select *In the last year*



Press enter or click on the blue **Search** button.

- 4 You can use the left-hand menu to filter and refine your list of results.

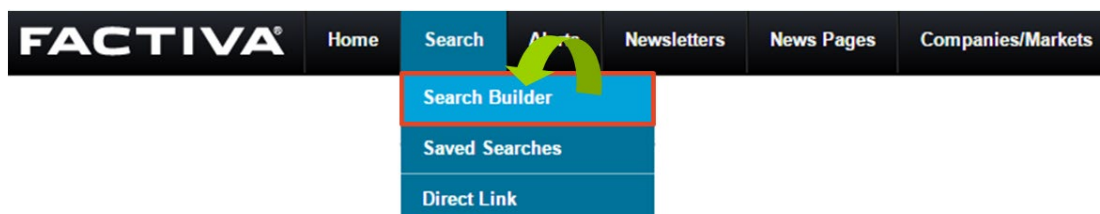


Search Builder

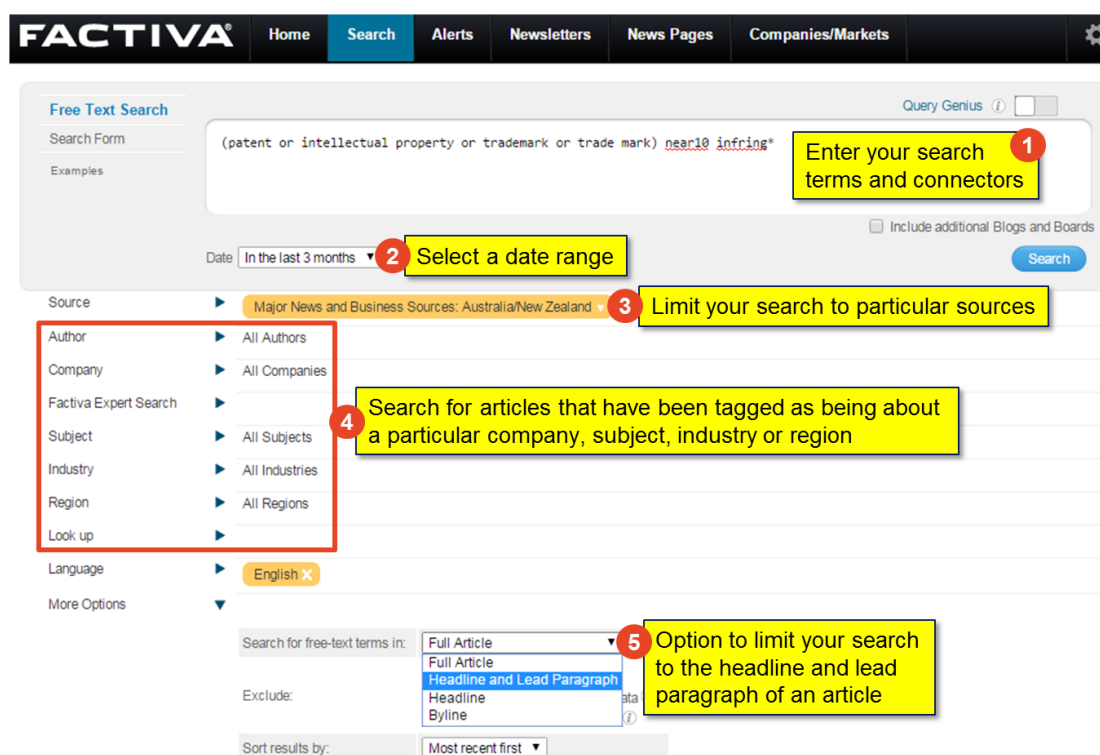
Factiva's **Search Builder** page lets you perform a more sophisticated press search than the simple search page.

How to access

Select **Search > Search Builder** from the top of the Factiva homepage.



You can use a combination of the following fields to construct your press search.



The **Search Builder** page lets you:

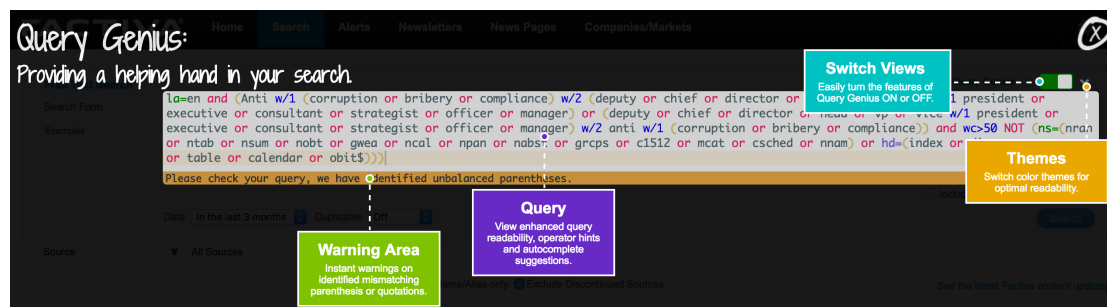
- Connect your keywords with sophisticated search operators (e.g. only retrieve articles where your search terms are mentioned closely together)
- Limit your search to particular sources e.g. *The Australian Financial Review* or a selection of pre-defined source lists
- Search for articles that have been 'tagged' as being about a particular company, subject, industry or region
- Broaden your search to other languages
- Limit your search to the headline and/or lead paragraph of each article

Query Genius function

Factiva's **Query Genius** tool can help you to construct a highly sophisticated search by using specific codes for every function within the database.

As you begin typing, you'll be prompted to select a particular search operator or code.

Query Genius also highlights your different search terms and operators to improve readability and will identify any syntax errors in your search (e.g. missing brackets).

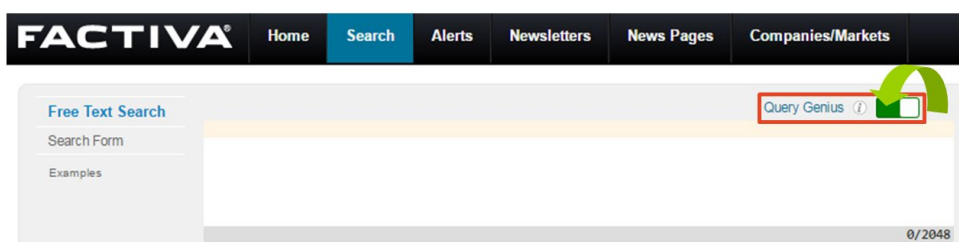


How to turn off Query Genius

When Query Genius is activated, a yellow line will appear across the top of your Factiva search box.

To turn off this function:

- 1 Navigate to the top right of the search box
- 2 Slide the **Query Genius** box to the left



Choosing your search terms

When using Factiva, you need to break your research topic or question down into a series of keywords that are likely to appear in the text of relevant news articles.

Before you conduct any searches, it can help to do some background reading on the topic to identify any key concepts and terminology. In addition to your course materials, run a quick Google search, and check out Wikipedia.

The following two steps can help you to conduct a more effective search:

1 Identify the key concepts within your research topic

A key concept is an important idea, topic or theme in your research question.

e.g. Identify the challenges associated with crowdfunding.

2 Draft a list of keywords that relate to each concept

- Journalists don't always use the same keywords to describe a particular topic, event or issue.
- To ensure that you don't miss out on any relevant articles, search on a variety of synonyms and terms that relate to each concept. Synonyms are different words with similar or identical meanings e.g. shut = close.
- Think about variations in spelling e.g. organisation (Aus/UK spelling) vs. organization (US spelling).

Possible search terms

| Concept 1: Crowdfunding | Concept 2: Challenges |
|---|--|
| <ul style="list-style-type: none">▪ Crowdfunding▪ Crowd Funding▪ Crowdlending▪ Specific platforms e.g. Kickstarter, GoFundMe, Indiegogo etc. | <ul style="list-style-type: none">▪ Challenges▪ Issues▪ Barriers▪ Risks▪ Legal / Law▪ Controversy |

How to connect your search terms

If you enter a string of words into Factiva's **Search Builder** page e.g. *Olympics Australia diving*, Factiva will search for those words as an exact phrase e.g. "Olympics Australia diving". This may result in only a few or no results.

To retrieve a targeted list of relevant results, you need to separate distinct words and phrases with either a **search operator** or **proximity connector**.

Proximity connectors can help you to find articles where your search terms are mentioned closely together.

Search operators and connectors

| SEARCH OPERATOR | WHAT DOES IT DO? | EXAMPLES |
|--|---|---|
| “ ” | Search for an exact phrase. <i>Quotation marks aren't necessary unless you're searching for a phrase that contains another search operator e.g. and, or, not, same and near.</i> | "not for profit" "research and development" |
| AND | Search for both terms | innovation AND Apple |
| OR | Search for either term | Apple OR Samsung |
| NOT | Exclude a word from your search results | Apple NOT Samsung |
| * | Truncation - locate variant endings of a word. | export* = export, exports, exporting, exporter etc. |
| ? | Search for different variations of a single character e.g. either s or z. | globali?ation <i>Retrieves results that mention both globalisation (UK) and globalization (US).</i> |
| SAME | Search terms on either side of this operator must appear in the same paragraph. | innovation SAME Apple |
| nearN <i>N can be any number up to 500</i> | Search terms on either side of this operator must appear within up to the specified number of words of each other. | innovation near5 Apple |
| (OR) <i>(term A OR term B OR term C)</i> | Search for any of the words enclosed within the set of brackets | "social media" AND (Twitter OR Facebook OR Instagram) <i>Results must contain the phrase social media and either Twitter, Facebook or Instagram.</i> |

Search operators

Proximity connectors

Example 1:

Find news articles from major business sources on **Caltex underpaying its workers** from the past 2 years.

Apply the following limits to your search:

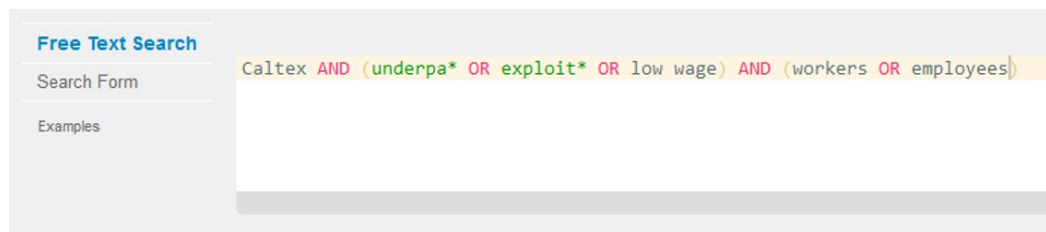
Date: In the past 2 years

Source: Major News and Business Sources

Region: Australia

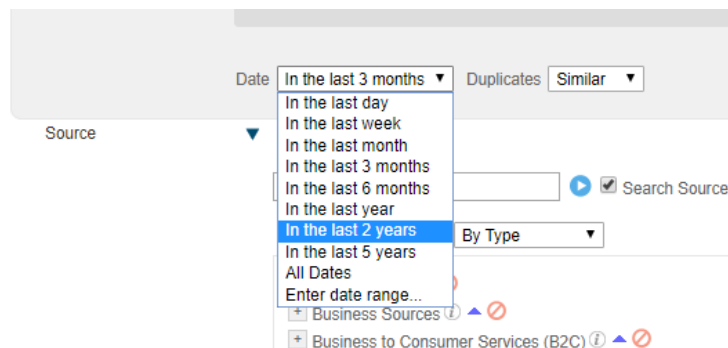
1 Enter the following search terms into the free-text search box:

Caltex AND (underpa* OR exploit* OR low wage) AND (workers OR employees)



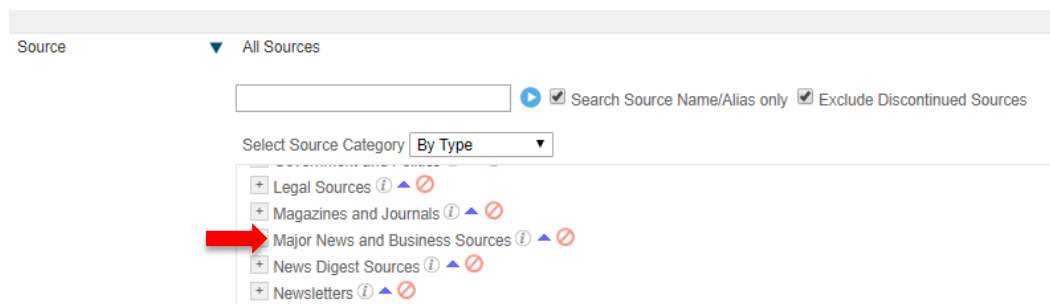
The screenshot shows the 'Free Text Search' interface. On the left, there are three tabs: 'Free Text Search' (selected), 'Search Form', and 'Examples'. The search query 'Caltex AND (underpa* OR exploit* OR low wage) AND (workers OR employees)' is entered into the search form.

2 In the date field, select the last 2 years:



The screenshot shows the 'Date' dropdown menu open. The options are: 'In the last 3 months', 'In the last day', 'In the last week', 'In the last month', 'In the last 3 months', 'In the last 6 months', 'In the last year', 'In the last 2 years' (highlighted), 'In the last 5 years', and 'All Dates'. There is also an option to 'Enter date range...'. Below the dropdown, there are checkboxes for 'Business Sources' and 'Business to Consumer Services (B2C)'. To the right, there is a 'Duplicates' dropdown set to 'Similar', a search button, and a 'Search Source' checkbox.


3 Click on the **Source** menu beneath the **Free Text** search box and click on *Major News and Business Sources* to add this as a filter to your search:



The screenshot shows the 'Source' menu open. The 'Source' dropdown is set to 'All Sources'. Below it, there is a search box and a 'Search Source Name/Alias only' checkbox. The 'Select Source Category' dropdown is set to 'By Type'. The list of source categories includes: 'Legal Sources', 'Magazines and Journals', 'Major News and Business Sources' (highlighted with a red arrow), 'News Digest Sources', and 'Newsletters'. There are also checkboxes for 'Business Sources' and 'Business to Consumer Services (B2C)'.

- 4 Now click on the **Region** menu. Type **Australia** into the **Region** search box.

Region ▼ All Regions

 ▶

Or And

Select Region Category All Regions ▼

Africa i ▲ ⊘

... i ▲ ⊘

Click once on *Australia* to add this region to your search.

Region ▼ All Regions

▶

Australia i ▲ ⊘

Australian Capital Territory i ▲ ⊘

Australia/Oceania i ▲ ⊘

Australia will then appear highlighted in yellow next to the **Region** field.

Region ▼ **Australia** ▼

- 5 **Tip:** If you want to return fewer and more targeted results, try adding the below search limit:

Select **More Options** and select *Headline and Lead Paragraph* from the “Search for free-text terms in” drop-down menu:

More Options ▼

Search for free-text terms in: Full Article ▼

Exclude: Full Article Headline and Lead Paragraph Headline Byline data i

Sort results by: Most recent first ▼

To see your search results, click on the blue **search** button:

Your turn – Class Exercise 1

Topic:

Find news articles on Google's involvement in self-driving car technology, from major news sources from the past year.

1. List the keywords and synonyms for this topic

2. Connect your keywords and synonyms with search operators (AND, OR, etc.)

3. Can you apply any additional search operators to your search? Such as brackets, asterisk or near(n)?

4. Now type your search strategy into **Factiva**. Apply search limits to suit your topic. Which search limits did you apply?

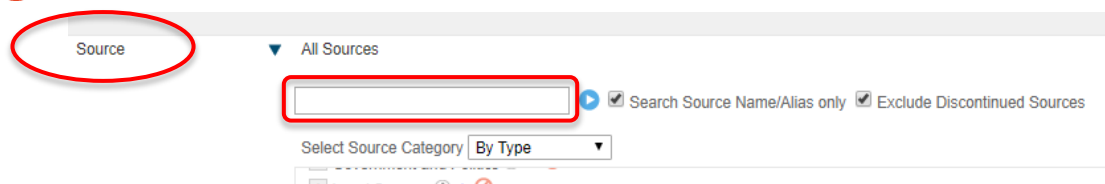
Limit your search to specific sources

As part of your search strategy, you should think about the types of publications that are likely to contain relevant articles on your topic. The **Source** field within Factiva's **Search Builder** page lets you limit your search to selected publications.

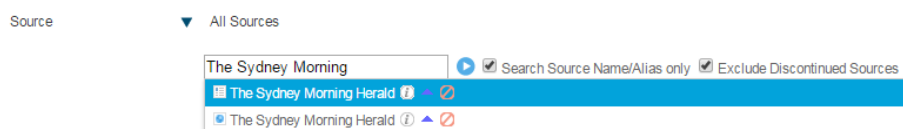
How to select a particular source

Complete the following steps via Factiva's Search Builder page:

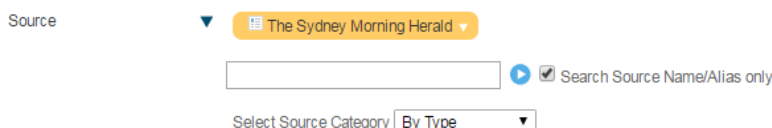
- 1 Click on the **Source** menu beneath the **Free Text** search box.



- 2 Start typing **The Sydney Morning Herald** (or the name of another publication) into the source search box. As you type, sources that match your search terms will appear in a drop-down menu.



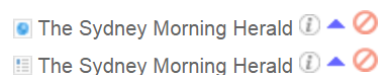
- 3 Click once on the name of a particular source to add it to your search. The publication will appear at the top of the **Source** menu highlighted in yellow.



- 4 Repeat steps 2-3 for another publication e.g. **The Australian Financial Review**.

Source icons

When you search for a particular source, a series of icons will appear next to the publication:



Search across the full-text of the selected newspaper or publication. You can download articles in Word or PDF format.



Search across an online news site (past 90 days). Factiva only provides a brief summary of each article and a link out to the external news site.



Learn more about the publication e.g. coverage, location etc.



Add the unique source code for the selected publication to the search box. **Tip:** This is useful if you want to retrieve any articles from a particular source.



Exclude a source from your search

Major Australian sources

Key Australian sources that are available via Factiva include:

| Source | Coverage details |
|--|---|
| Australian Broadcasting Corporation (ABC) News | Selected coverage |
| Australian Broadcasting Corporation Transcripts | 23 March 2003 onwards <i>Transcripts of selected news and current affairs programs</i> |
| BRW (Australia) Note: You'll need to untick the Exclude Discontinued Sources box | 13 Jan 1989 - 23 Feb 2016 <input type="checkbox"/> Exclude Discontinued Sources |
| Business News (Western Australia) <i>formerly WA Business News</i> | 7 March 2002 onwards |
| Business Spectator - Online | 9 February 2010 onwards |
| Canberra Times (Australia) | 3 September 1996 onwards |
| Courier Mail (Brisbane) | 20 January 1998 onwards |
| Daily Telegraph (Sydney, Australia) | 8 July 1996 onwards |
| FN Arena <i>(summarises recommendations by leading stock brokers and investment advisers in Australia)</i> | 10 January 2007 onwards |
| Herald-Sun (Melbourne) | 23 July 1997 onwards |
| Sun Herald (Sydney) | 7 June 1987 onwards |
| Sunday Age (Melbourne) | 27 January 1991 onwards |
| The Age (Melbourne) | 19 January 1991 onwards |
| The Australian | 8 July 1996 onwards |
| The Australian Financial Review | 1 September 1987 onwards |
| The Sydney Morning Herald | 1 September 1986 onwards |
| The West Australian (Perth) | 2 August 1996 onwards |

Australian newswires

The following newsfeeds are continuously updated throughout the day:

- AAP Bulletins (Australia)
- AAP MediaNet Press Releases (Australia)
- ASX ComNews (Text version of ASX Company Announcements)
- Australian Associated Press Financial News Wire
- Australian Associated Press General News

The **Australian Government News** source lets you search across federal and state government press releases from 27 October 2009 onwards.

Top International sources

Leading English language newspapers and publications available via Factiva include:

UK

- Financial Times (one month delay)
- The Daily Telegraph (U.K.)
- The Guardian (U.K.)
- The Independent (U.K.)
- The Times (U.K.)

United States

- Forbes
- The New York Times
- The Wall Street Journal
- The Washington Post

Asia

- China Daily
 - New Straits Times (Malaysia)
 - South China Morning Post (Hong Kong)
 - The Japan Times
 - The Straits Times (Singapore)
 - The Wall Street Journal (Asia edition)
-


Find sources by region, industry etc.


If you're not sure of what publications to search across, Factiva contains several source lists grouped by industry, region, language and content type.



- 1 Click on the **Source** menu beneath the **Free Text** search box.



















Source  All Sources


- 2 Click on the **Select Source Category** drop-down menu and select one of the available options e.g. **By Industry**.

Source  All Sources

 Search Source Name/Alias only

Select Source Category  

- + A-list Blogs   
- + Business Sources   
- + Business to Consumer   
- + Dow Jones Sources   
- + Economics and Current Events   
- + European Union Sources   

By Type 


- My Source Lists
- All Sources
- Top Sources
- By Industry**
- By Language
- By Region
- By Title A-Z
- By Type

- 3 Click on the **+** sign next to a particular category e.g. **Accounting/Consulting** to view a list of available sources.

Select Source Category  By Industry


- + Accounting/Consulting**   
- Advertising/Marketing/Public Relations   
 -  (Almost) Always Thinking   
 -  {Grow} Blog   
 -  Absatzwirtschaft (German Language)   


































If you click on the name of a source category or individual publication, it will be added to your search.

Source   Accounting/Consulting   The Australian Financial Review    The Australian 

View top news and business publications

The **By Type** and **Top Sources** categories contain a **Major News and Business Publications** source list for several countries and regions including **Australia/New Zealand**.

Select Source Category  By Type

- + Major News and Business Sources**   
 - + Major News and Business Sources: Africa   
 - + Major News and Business Sources: Asia Pacific   
 - + Major News and Business Sources: Australia/New Zealand**   
 - + Major News and Business Sources: Canada   
 - + Major News and Business Sources: Europe   
 - + Major News and Business Sources: Latin America   
 - + Major News and Business Sources: Middle East   
 - + Major News and Business Sources: U.K.   
 - + Major News and Business Sources: U.S.   
- + News Digest Sources   

Search by article tags e.g. subject and industry

When using Instagram or Twitter, you can find related posts/tweets by clicking on a particular hashtag (#). Factiva offers a similar type of function for finding news articles.

Factiva applies tags to all of the articles within its database based on the **company**, **subject**, **industry** and geographic **region** mentioned within each news item.

| Article | Tags | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---------------------|-----------------|--------------------|---------------|-------------------|----------|--|------------------------------|--|--------------------------|-------------------|------------------|---------------|--------------|---------------------------|-----------|-----------------|-------------------|------------------|-----------------|-------------------|--------|------------------------|--|--------|--|
| <p>FINANCIAL REVIEW</p> <p>News Qantas and Tourism Australia make up with \$20m deal Michael Smith Michael Smith 588 words 4 August 2016 The Australian Financial Review AFNR First 3 English Copyright 2016. Fairfax Media Management Pty Limited.</p> <p>It has taken four years to bury the hatchet but Qantas Airways has patched things up with the nation's peak tourism body following a bitter falling out that saw the airline end a 40-year marketing deal worth tens of millions of dollars.</p> <p>Qantas boss Alan Joyce and Tourism Australia managing director John O'Sullivan are now best of friends, posing for the cameras at Sydney Airport on Tuesday as they inked a four-year marketing deal designed to attract more tourists from Asia, Europe and the US to Australia.</p> | <p><input type="checkbox"/> Related Dow Jones Intelligent Indexing™</p> <table border="0"> <tr> <td>Company(ies)</td> <td>Industry</td> </tr> <tr> <td>Qantas Airways Ltd</td> <td>Air Transport</td> </tr> <tr> <td>Tourism Australia</td> <td>Airlines</td> </tr> <tr> <td></td> <td>Scheduled Passenger Airlines</td> </tr> <tr> <td></td> <td>Transportation/Logistics</td> </tr> <tr> <td>Subject(s)</td> <td>Region(s)</td> </tr> <tr> <td>Content Types</td> <td>Asia Pacific</td> </tr> <tr> <td>Corporate/Industrial News</td> <td>Australia</td> </tr> <tr> <td>Factiva Filters</td> <td>Australia/Oceania</td> </tr> <tr> <td>Living/Lifestyle</td> <td>New South Wales</td> </tr> <tr> <td>Marketing/Markets</td> <td>Sydney</td> </tr> <tr> <td>Political/General News</td> <td></td> </tr> <tr> <td>Travel</td> <td></td> </tr> </table> | Company(ies) | Industry | Qantas Airways Ltd | Air Transport | Tourism Australia | Airlines | | Scheduled Passenger Airlines | | Transportation/Logistics | Subject(s) | Region(s) | Content Types | Asia Pacific | Corporate/Industrial News | Australia | Factiva Filters | Australia/Oceania | Living/Lifestyle | New South Wales | Marketing/Markets | Sydney | Political/General News | | Travel | |
| Company(ies) | Industry | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Qantas Airways Ltd | Air Transport | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tourism Australia | Airlines | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Scheduled Passenger Airlines | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Transportation/Logistics | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subject(s) | Region(s) | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Content Types | Asia Pacific | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Corporate/Industrial News | Australia | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Factiva Filters | Australia/Oceania | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Living/Lifestyle | New South Wales | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Marketing/Markets | Sydney | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Political/General News | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Travel | | | | | | | | | | | | | | | | | | | | | | | | | | | |


You can use the following search boxes via Factiva's **Search Builder** page to find articles tagged with one or more criteria e.g. Insurance (*Industry*) and Asia (*Region*).

| | | |
|-----------------------|---|----------------|
| Company | ▶ | All Companies |
| Factiva Expert Search | ▶ | |
| Subject | ▶ | All Subjects |
| Industry | ▶ | All Industries |
| Region | ▶ | All Regions |

Warning: All of the article tags within Factiva are automatically assigned based on a computer algorithm. As such, your search results may not always be 100% relevant or comprehensive.

Find sources by subject

1 Click on the arrow to the right of the **Subject** menu option.

| | | |
|-----------------------|---|----------------|
| Source | ▶ | All Sources |
| Author | ▶ | All Authors |
| Company | ▶ | All Companies |
| Factiva Expert Search | ▶ | |
| Subject |  | All Subjects |
| Industry | ▶ | All Industries |
| Region | ▶ | All Regions |

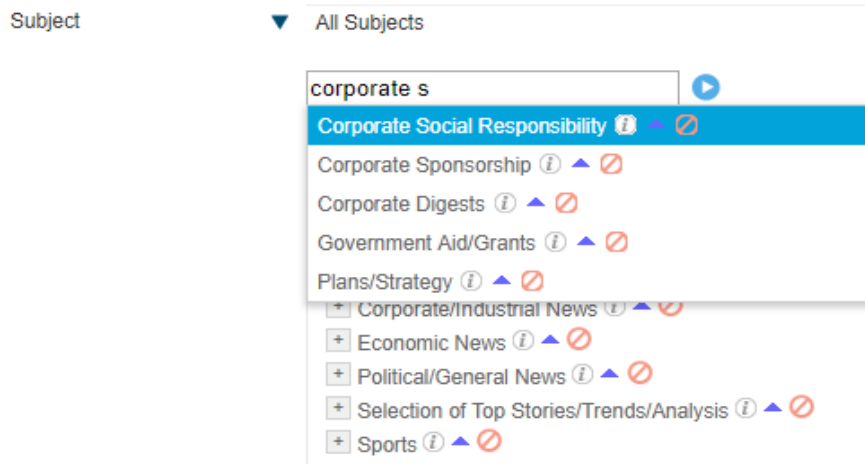
- 2 You can either browse through or search across the list of available subjects.

How to search

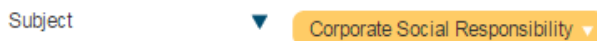
Let's say you need articles on Corporate Social Responsibility in Australia. Start typing **Corporate Social Responsibility** into the **Subject** search box.

As you type, subjects that match your search terms will appear in a drop-down menu.

Click once on *Corporate Social Responsibility* to add this topic to your search.



The term will then appear highlighted in yellow next to the **Subject** field.

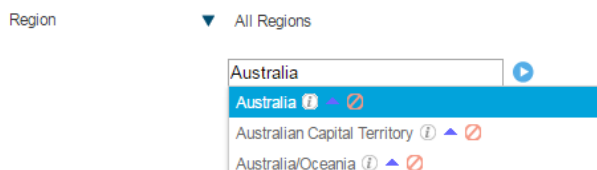


- 3 Click on the arrow to the right of the **Region** menu option.



- 4 Type **Australia** into the **Region** search box.

Click once on *Australia* to add this region to your search.



Australia will then appear highlighted in yellow next to the **Region** field.



- 5 Click on the blue **Search** button.



Example topic 2:

Find editorials and opinion pieces that discuss **Trump** and his behaviour on **Twitter** since his election victory in 2016.

Apply the following limits to your search:

Date: Since November 2016

Subject > Content types:

- Analyses
- Commentaries/Opinion
- Editorials

- 1 Enter the following search terms into the free-text search box.

Trump near10 (twitter OR social media)

Search tips:

near10 = both search terms must appear within up to 10 words of each other e.g. twitter OR social media must appear within up to 10 words of *Trump*

- 2 Select **Enter date range...** from the **Date** drop-down menu and enter a date range manually. For example:

Date 01 / 11 / 2016 to 23 / 07 / 2019

- 3 Click on the **Subject** field and expand **Content types** by clicking the plus sign:

Subject

Or And

Select Subject Category

- + Commodity/Financial Market News ⓘ ▲ ⓧ
- + **Content Types ⓘ ▲ ⓧ**
- + Corporate/Industrial News ⓘ ▲ ⓧ
- + Economic News ⓘ ▲ ⓧ
- + Political/General News ⓘ ▲ ⓧ
- + Selection of Top Stories/Trends/Analysis ⓘ ▲ ⓧ
- + Sports ⓘ ▲ ⓧ

Then select the following content types:

- Analyses
- Commentaries/Opinion
- Editorials

These will then appear highlighted in yellow next to the **Subject** field.

Subject ▼

Or Or

Or And

Select Subject Category ▼

- Commodity/Financial Market News
- Content Types
 - Abstracts
 - Advertorials/Sponsored Content
 - Advice
 - Analyses
 - Audio-visual Links

4 Click on the blue **Search** button to see search results.

Working with your search results

The screenshot shows the Factiva search results page for the query "Blackmores near15 Chin". The page includes a navigation bar with "FACTIVA" and various menu items like "Home", "Search", "Alerts", "Newsletters", "News Pages", and "Companies/Markets". The search bar contains the query and filters for "DATE: In the last year" and "SOURCE: The Australian Financial Re...".

Annotations on the page include:

- Edit your search**: A yellow box with a green arrow pointing to the "Edit your search" button.
- Print, download or e-mail selected news items**: A yellow box with a green arrow pointing to the "Print", "Download", and "Email" icons.
- Filter your results**: A yellow box pointing to the "Date", "Companies", and "Sources" filter panels on the left.
- Select articles to print and download**: A yellow box with red arrows pointing to the checkboxes next to the search results.

The search results list includes:

1. **Private equity exit mechanism locked in for Vitaco deal**
The Australian Financial Review, 5 August 2016, 574 words, (English)
...stockbroking house First NZ Capital said in a note to clients on August 5 the Vitaco bid reinforced the big opportunity available to Blackmores as it expanded further into retail channels in China.
2. **China's corporate players go straight to the source**
The Australian Financial Review, 6 August 2016, 873 words, (English)
Blackmores sales in China have been supercharged by endorsements from retired tennis star Li Na... and an inadvertent ome from singer and television star Fan Bing Bing. Asian cream falling out of her bag. Asian
3. **Swisse and Vitaco - DATA ROOM**
Both Swisse and Vitaco were relatively unloved businesses before the Chinese developed a voracious appetite for Australian vitamins.
4. **Rival bidders may come in for Vitaco**
The Australian Financial Review, 5 August 2016, 737 words, (English)
The appetite for Chinese consumers for higher-profile Australian vitamins brands such as Blackmores and Swisse fuelled the hotly contested auction for Swisse in September, and also pushed the share price of Blackmores through \$200 last year.
5. **Why Primavera waited two years for Vitaco move**
The Australian Financial Review, 5 August 2016, 579 words, (English)
The fund closely examined the Australian market for 24 months - and the soaring profits from China for big firms Blackmores and Swisse loomed large.
6. **Watch out for reporting season surprises**
The Australian, 30 July 2016, 874 words, (English)
Also, it will be interesting to see how the regulatory crackdown of imports in China has

The right-hand side of the page shows a preview of an article from the "FINANCIAL REVIEW" with the headline "China's corporate players go straight to the source".

Your turn – Class Exercise 2

Topic:

Find commentaries, analyses or editorials about the future of rideshare companies such as Uber, Ofo and Lyft.

1. List the keywords and synonyms for this topic

2. Connect your keywords and synonyms with search operators (AND, OR, etc.)

3. Can you apply any additional search operators to your search? Such as brackets, asterisk or near(n)?

4. Now type your search strategy into **Factiva**. Apply search limits to suit your topic. Which search limits did you apply?

Tips for finding news on a company

Don't type Ltd or Pty Ltd at the end of a company's name

News articles generally don't include the full legal name of a company.

e.g. *The Good Guys Discount Warehouses (Australia) Pty Ltd.*

Search for the commonly used part of the company's name e.g. *The Good Guys.*

Is the company known by another name?

For example, CBH Group is also referred to as Co-operative Bulk Handling.

To search for more than one company name at a time, type the word OR between each name e.g. CBH Group OR Co-operative Bulk Handling

Is the company part of a larger parent company?

For example, Zara is part of the Inditex fashion group. If you want to find news on Zara, you should also include Inditex as part of your search.

Double check the spelling of unique company names

Unlike Google, Factiva doesn't fix spelling errors.

Is the company name a common word or phrase? e.g. Mars

Add additional keywords that relate to the business e.g. Mars AND chocolate

Does the company sponsor a sports team or stadium?

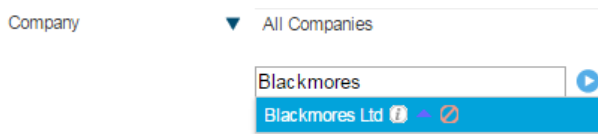
If so, you may retrieve lots of sports related articles. To limit these results, type the word NOT in front of the irrelevant word that you'd like to exclude.

Examples:

- Etihad NOT stadium (*will find news on Etihad but not about Etihad Stadium*)
- Qantas NOT Wallabies (*will find news on Qantas but not about the Qantas Wallabies rugby team*)

Use the Company search field with caution

You can use the **Company** search field to quickly find news about a particular company. However, the results can be hit and miss. You will retrieve more results if you enter the name of the company into the **Free Text** search box.



Other sources

The Economist

The Economist isn't available via the University's subscription to Factiva.

You can access this publication via the Library's ProQuest account.

A direct link is available via:

- The Library's subject guide - libguides.library.usyd.edu.au/market_intelligence/news
- The Library catalogue - opac.library.usyd.edu.au:80/record=b2646589~S4

- 1 Click on the **Advanced Search** link beneath the main search box.

Search within this publication:



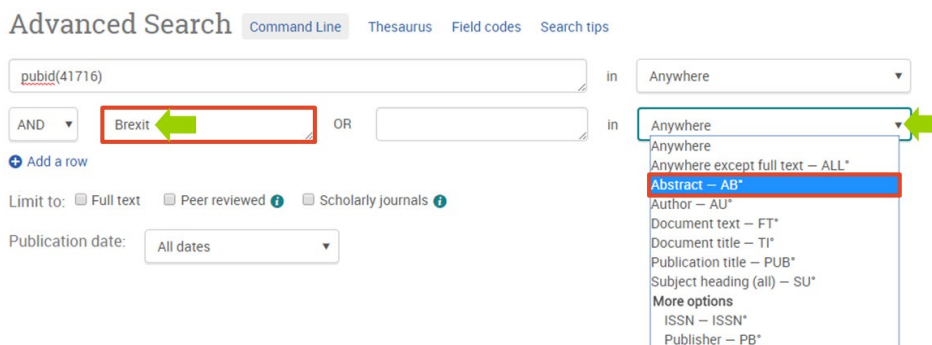
A search box with a teal 'Search' button on the right. Below the search box, the text 'Advanced Search' is highlighted with a red box, and a green curved arrow points from this text back up into the search box.

- 2 You'll then be presented with the following **Advanced Search** page.

The unique publication code for *The Economist* appears on the first row.

On the second row, enter your search terms e.g. **Brexit**

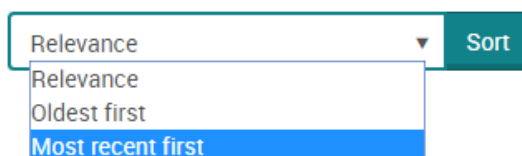
To limit your search to the abstract/summary of each article, select **Abstract - AB** from the drop-down menu.



The 'Advanced Search' page interface. It shows a search box with 'pubid(41716)' entered. Below it, a search row contains 'AND' in a dropdown, a search box with 'Brexit' (highlighted with a red box and a green arrow), and 'OR' followed by another empty search box. To the right, there are two 'in' dropdown menus, both set to 'Anywhere'. The second 'in' dropdown is open, showing a list of search options: 'Anywhere', 'Anywhere except full text - ALL*', 'Abstract - AB*' (highlighted with a red box and a green arrow), 'Author - AU*', 'Document text - FT*', 'Document title - TI*', 'Publication title - PUB*', 'Subject heading (all) - SU*', 'More options', 'ISSN - ISSN*', and 'Publisher - PB*'. Below the search row, there are checkboxes for 'Full text', 'Peer reviewed', and 'Scholarly journals', and a 'Publication date' dropdown set to 'All dates'.

- 3 You'll then be presented with a list of search results.

To view the most recent articles, select **Most recent first** from the **Sort** drop-down menu at the left-hand side of the results page.



A 'Sort' dropdown menu with a teal 'Sort' button on the right. The dropdown is open, showing three options: 'Relevance', 'Oldest first', and 'Most recent first' (highlighted with a blue background).

Harvard Business Review

Factiva only provides access to a limited range of articles available via the Harvard Business Review website.

You can access the *Harvard Business Review* in full-text via the Library's subscription to **Business Source Complete**.

Need help? Access step-by-step instructions via the following page:

libguides.library.usyd.edu.au/business_literature/HBR

Access trade and professional publications

libguides.library.usyd.edu.au/business_literature

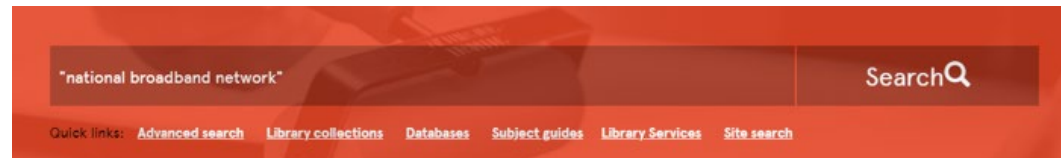
The Library's business databases (e.g. ABI/INFORM and Business Source Complete) provide access to articles published in professional and trade publications as well as peer-reviewed academic journals.

Articles may cover a particular company, industry, profession (e.g. accounting) or research into consumer preferences.

Library Search

library.sydney.edu.au

Library Search is the main search box that appears on the Library's homepage.



Once you run a search, you can use the left-hand menu to limit your results by **Content Type > Newspaper Article**

- Content type ^
- Newspaper articles (16,865)
 - Articles (1,863)
 - Text resources (1,343)
- Show more
-

The Business (ABC)

www.abc.net.au/news/programs/the-business/

Access program transcripts and videos from the ABC's nightly business news program.

Social media

- **Twitter** - refer to libguides.library.usyd.edu.au/market_intelligence/news for suggestions of relevant business publications and industry bodies to follow.
- **Facebook** - like the pages of key business publications (e.g. *Financial Review*)

- **LinkedIn** - the *Following* part of your profile lets you follow major news sources and companies

Google News

news.google.com.au

Google News lets you search across various online news sites.

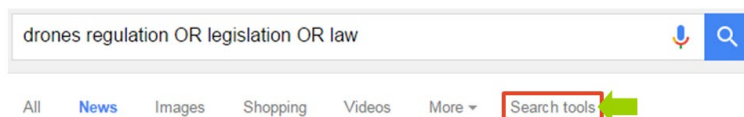
Search tips and tricks

| SEARCH OPERATOR | WHAT DOES IT DO? | EXAMPLES |
|---|---|---|
| “ ” | Search for an exact phrase. <i>Will only retrieve results that contain your search terms in the exact order specified.</i> | “Commonwealth Bank” “BHP Billiton” |
| OR <i>The OR must be in uppercase</i> | Search for either term | drones regulation OR legislation OR law |
| - | Exclude a word from your search results | drones -military Amazon -rainforest |

Filter your search results by date

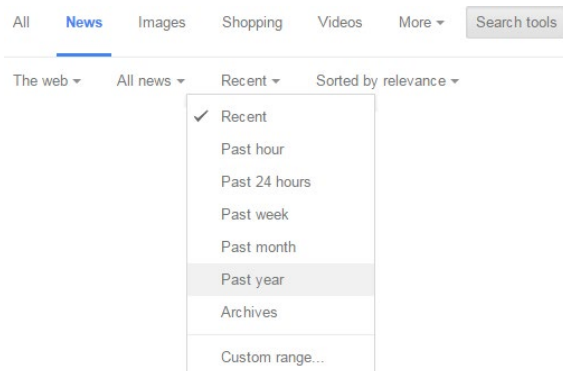
To filter your results based on when they were published online:

- 1 Click on the **Search tools** button at the top of your results page.

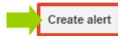


- 2 Click on the **Recent** drop-down menu.

You will then be presented with the option to limit your list of results to content from the past hour, 24 hours, week, month or year. You can also select **Custom range** to enter a specific date range.



Register for Google news alerts - click on the **Create alert** button at the bottom of your search results page.

Stay up to date on results for *drones regulation OR legislation OR law* 



How to search across individual news sites via Google

Enter your **search terms** followed by **site:** and the website address e.g. **smh.com.au**

1) Locate articles about Airbnb across the *New York Times* website.

2) Locate articles about artificial intelligence across the *Australian Financial Review* website.

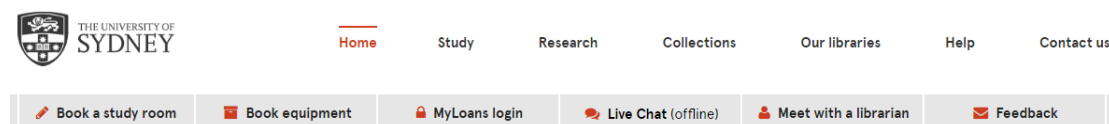
Trove

trove.nla.gov.au


Access digitised Australian newspapers published between the 1800s and 1950s.

Ask for help

The Library homepage provides links to several help options.



Live Chat

 Live Chat 10am-4pm

If you have any general questions about the Library, you can use the **Live Chat** instant messaging service.

Live Chat operates between Monday-Friday from 10am-4pm and is closed on public holidays.

Contact us

library.sydney.edu.au/libraries/locations.html

Go to **Our libraries > Locations & opening hours** to access the central phone number for every Library within the University of Sydney.

Academic Liaison Librarians

There's a dedicated Academic Liaison Librarian for every discipline within the Business School.

Academic Liaison Librarians can provide:

- Individual research consultations
- Advice on your research strategy
- Tips on the best resources to use for a particular research task
- Training on how to use the Library's research databases
- Advice on how to manage your references and citations

Go to www.tinyurl.com/buslibhelp to locate the Academic Liaison Librarian for your discipline.

Learning and study spaces

library.sydney.edu.au/libraries/locations.html

- **Fisher and Law Libraries** - now open 24 hours
- **The Quarter** - 24/7 space for postgraduate coursework students
- **ThinkSpace** - above the SciTech Library - experiment/play with new technologies