

The Business Information Center offers information about investments, careers, and starting and running a business, in one convenient location. The business collection is located in the Adult Room just beyond the Adult Reference Desk. Plentiful parking and comfortable seating welcomes you and we encourage you to use our amenities such as our conference room and coffee bar.

We also provide magazines and directories at our "[branch on the web](#)" to support our print and audiovisual collection.

Do not hesitate to ask for help from any of our reference librarians during your visit. Bear in mind that you may also ask questions through [email or phone as well](#).

(Note: link to email and contact pages from here)

Find Company Info

Description

If you are researching information about a company, for any purpose, be it to invest, to find customers, or to find models to benchmark with. You can use the internet resources below, some of which will require a library card number because we subscribe to them.

Or you can do a subject search in our catalog, using terms like: Corporations, Business enterprises United States Directories, Corporations United States Directories.

Links

Hoover's Handbooks	http://www.hoovers.com/
Thomas Register of American Manufacturers	http://www.thomasregister.com/
Free Annual Reports	http://www.annualreportservice.com/
Company Locator:	http://www.companylocator.com/
How to Find an annual report online how.html	http://www.zpub.com/sf/ar1/ar1-how.html

[Reference USA \(available only within the library\)](#) Link to database page

New! Business & Company Link to database page

Standard & Poors Outlook Link to database page

Regent's How to Search for Business Information Guide:
http://www.regent.edu/lib/mba/locating_company.html

Polson Enterprise's How to Search for Business Information Guide:
<http://www.virtualpet.com/industry/howto/search.htm>

Europages: International Business Resources <http://www.europages.com/>

Available in the Library

[Kalamazoo County Chamber Directory](#) (Link to record in computer?)

[Kalamazoo County Business Directory](#) (Link to record in computer?)

[Hoover's Handbook of world business](#) (Link to record in computer?)

Find Industry Info

Description

Pinpoint outlooks and trends regarding broad categories of business, specialized Industry News, specialty products, and wholesalers with resources that we provide for your use.

You can use the internet resources below, some of which will require a library card number because we subscribe to them. Or you can do a subject search in our catalog, using terms like: Statistics, Consumers' preferences United States Statistics, Market surveys United States, Business related materials Marketing, Business related materials Statistics.

Links

[Business & Company](#) Link to database page

SIC Codes <http://www.osha.gov/oshstats/sicser.html>

NAICS Codes <http://www.census.gov/epcd/www/naicstab.htm>

All Business <http://www.allbusiness.com/>

Hoovers Industry: <http://www.hoovers.com/>

International Trade Administration
http://www.ita.doc.gov/ita_home/itakeyin.html

IndustryLink <http://www.industrylink.com/>

Europages <http://www.europages.com/>

Leading Economic Indicators

<http://www.whitehouse.gov/fsbr/esbr.html>

Business & Industry Statistics

<http://www.lib.umich.edu/govdocs/stats.htm>

Outlook Trends Table:

<http://www.ita.doc.gov/td/industry/otea/usito98/tables.html>

County Business Patterns:

<http://www.census.gov/epcd/cbp/view/cbpview.html>

Social Statistics:

<http://www.whitehouse.gov/fsbr/ssbr.html>

Regent's Locating industry information tutorial:

http://www.regent.edu/lib/mba/locating_industry.html

How to learn about an industry or company:

<http://www.virtualpet.com/industry/howto/search.htm>

Saving/Investing

Description

Here you will find an array of information to help you begin planning for a secure financial future. Knowing how to secure your financial well-being is a critically important life skill, but no one is born knowing how to save and invest.

The first step in learning about saving and investing, or choosing an investment product is to gather as much information as you can through careful research. Search our databases and suggested websites to keep yourself informed and get started today. You can use the internet resources below, some of which will require a library card number because we subscribe to them.

Or you can do a subject search in our catalog, using terms like: Investing, Finance, Personal, Investments United States.

Links

Daily Stocks

<http://www.dailystocks.com/>

Yahoo! Finance

<http://finance.yahoo.com/>

CNN Financial News

<http://cnnfn.cnn.com/>

Big Charts: Historical Quotes

<http://www.bigcharts.com/>

Securities and Exchange Commission (SEC)

<http://www.sec.gov/edgar.shtml>

Starting and Running a Business

Description

We've helped several businesses get a leg up in the Portage/Kalamazoo County area. In addition to the research resources detailed elsewhere on these pages, there are lots of resources on the web and in the library regarding the nuts and bolts of starting and running a business. Finding Customers is a big part of that, and Governments, from the local to the federal, require resources to run, so we've included information on Procurement.

Getting Started

Description

For articles on how to make money with your ideas and ambition, check the following advice, how to, and regulatory agency sites. In the library, you can find loads of sample business plans, information on starting non-profits, and home based businesses.

You can use the internet resources below, some of which will require a library card number because we subscribe to them. Or you can do a subject search in our catalog, using terms like: New business enterprises, Entrepreneurship, Self-employed, Small business.

Links

Business.com

<http://www.business.com/>

Code of Federal Regulations
search.html

<http://www.access.gpo.gov/nara/cfr/cfr-table->

U.S. Patent and Trademark Office

<http://www.uspto.gov/>

Legal Information Institute

<http://www.law.cornell.edu/>

Procurement

Description

Governments, from the local to the federal, require resources to run. The following lists will point you in the direction of fulfilling their needs.

Links

Department of Labor

<http://www.dol.gov/osbp/regs/procurement.htm> Not For Profit Procurement
Centers in Michigan <http://www.ptacsofmichigan.org/>

Running a Business

Description

Of course, after you start a business, you must keep it running. The Portage District Library has material. In addition to book resources on topics that keep a business going, we own a substantial library of DVDs and books on tape on topics like Marketing, Networking, Management, Hiring, Finding Customers, and Customer Service

You can use the internet resources below, some of which will require a library card number because we subscribe to them. Or you can do a subject search in our catalog, using terms like: Marketing, Marketing, Networking, Management, Hiring, Finding Customers, and Customer Service.

Links

Employment and Career

Description

Your job is probably one of the most important choices you make in your life. The Portage District Aims to support you in finding and changing your job. We have divided our information into Finding a Job, Growing a Career, and Changing Streams.

Finding a Job

Description

Finding a job is a skill set in and of itself. The library has guides on careers: what's required of the job and how to get there. We have books, DVDs, and audio books about interviewing skills and resume writing, and can even lend you books about improving computer skills, which are important for many jobs today.

You can use the internet resources below, some of which will require a library card number because we subscribe to them. Or you can do a subject search in our catalog, using terms like: Employment interviewing, Job hunting, Vocational guidance United States, Occupations United States, Job hunting United States, Employment forecasting United States, Résumés (Employment), Vocational qualifications.

The links below include good local resources:

Links

Michigan Works

<https://www.michworks.org/mtb/pages/seeker/Jobseeker.jsp>

Michigan Jobs

<http://www.michiganjobs.com/>

Growing a Career

Description

If you really like your job, there's still room for improvement. Increasing your job skills increases job security. Check some of our links for tips, or you can do a subject search in our catalog, using terms like: Job Skills, Career Development, Project management.

Links

Job Skills Information

<http://www.jobskills.info/>

The Career Key

http://www.careerkey.org/asp/career_development/foundation_skills.html

Changing Streams

Description

As people gain experience, they realize that they had undiscovered talents and avocations. Changing jobs can be rewarding as well as lucrative.

Link

MsMoney: Changing Jobs

http://www.msmoney.com/mm/career/transitions/changing_jobs/changing_jobs_intro.htm

About.com: Changing Jobs

http://jobsearch.about.com/od/careeradvice/Career_Change_How_to_Change_Careers.htm

Other Local Resources

Description

Some of our partners in business programs include:

Links

Kalamazoo Chapter of SCORE

<http://www.scorekazoo.org/>

Kalamazoo Regional Chamber of Commerce

<http://www.kazoochamber.com/>