

Researching Productivity Improvement

Sample Search Terms: (These are “subject” terms in EBSCO Host’s Business Source Complete or Academic Source Complete and in ABI/INFORM Complete. IN EBSCO Host databases and in ABI they are found in the THESAURUS.

1. Productivity Accounting
2. Capital Productivity
3. Labor Productivity
4. Labor Economics
5. Productivity Bargaining
6. Productivity Incentives
7. Industrial Productivity
8. Government Productivity
9. Production Functions (Economic theory)
10. Industrial Efficiency
11. Wages & labor productivity
12. WORK measurement
13. Workflow
14. Employees – Workload
15. Production (Economics)
16. Production Functions (Economics)
17. Over production
18. Supply & Demand
19. Supply Chains
20. Production Planning

Sample Search # 1: “Thesaurus Method”:

These sample searches are using Business Source Complete.

- Start at <http://www.indwes.edu/ocls>
- Under **ARTICLE DATABASES**, click on **BUSINESS**
- Now select your database—**BUSINESS SOURCE COMPLETE**
- [Type in your **LAST NAME** and **Library Access Number (LAN)** where indicated]
- In the first blank box type a term, such as, **Wages & labor productivity**, from the list above.
- Go straight across and use the dropdown to select: **SU SUBJECT TERMS** field to limit your search.

- In the second blank box type your 2nd term **PERSONNEL MANAGEMENT**
- Go straight across and use the dropdown to select: SU SUBJECT TERMS field to limit your search.
- Click on: Search
- Additional ways to limit is by peer reviewed journals, full text article, or dates. These options are on the left hand side: **LIMIT YOUR RESULTS to FULL TEXT; SCHOLARLY (PEER-REVIEWED) JOURNALS;** or use the slide bar for dates.
- Update your options.

Sample Search # 2: The “Abstract” method:

These sample searches are using Business Source Complete.

Type in your terms, then limit the search to only finding those words in the ABSTRACT (summary) of the article.

- Start at <http://www.indwes.edu/ocls>
- Under **ARTICLE DATABASES**, click on **BUSINESS**
- Select your database—**BUSINESS SOURCE COMPLETE**
- [Type in your **LAST NAME** and **Library Access Number (LAN)** where indicated]
- In the first blank box type your term **PRODUCTIVITY**
- In the box to the right click on the **DOWN ARROW** and highlight **AB ABSTRACT**
- In the second blank box type your 2nd term **OFFICE WORKERS**
- In the box to the right click on the **DOWN ARROW** and highlight **AB ABSTRACT**
- Additional ways to limit is by peer reviewed journals, full text article, or dates. These options are on the left hand side: **LIMIT YOUR RESULTS to FULL TEXT; SCHOLARLY (PEER-REVIEWED) JOURNALS;** or use the slide bar for dates.
- Update your options.
- Click **SEARCH**

You will have articles that, for the most part, discuss productivity of office workers. “For the most part”—this type of searching is not as accurate as the “Thesaurus” method described above. You will get articles that *contain* your terms, but not necessarily *about* your terms.