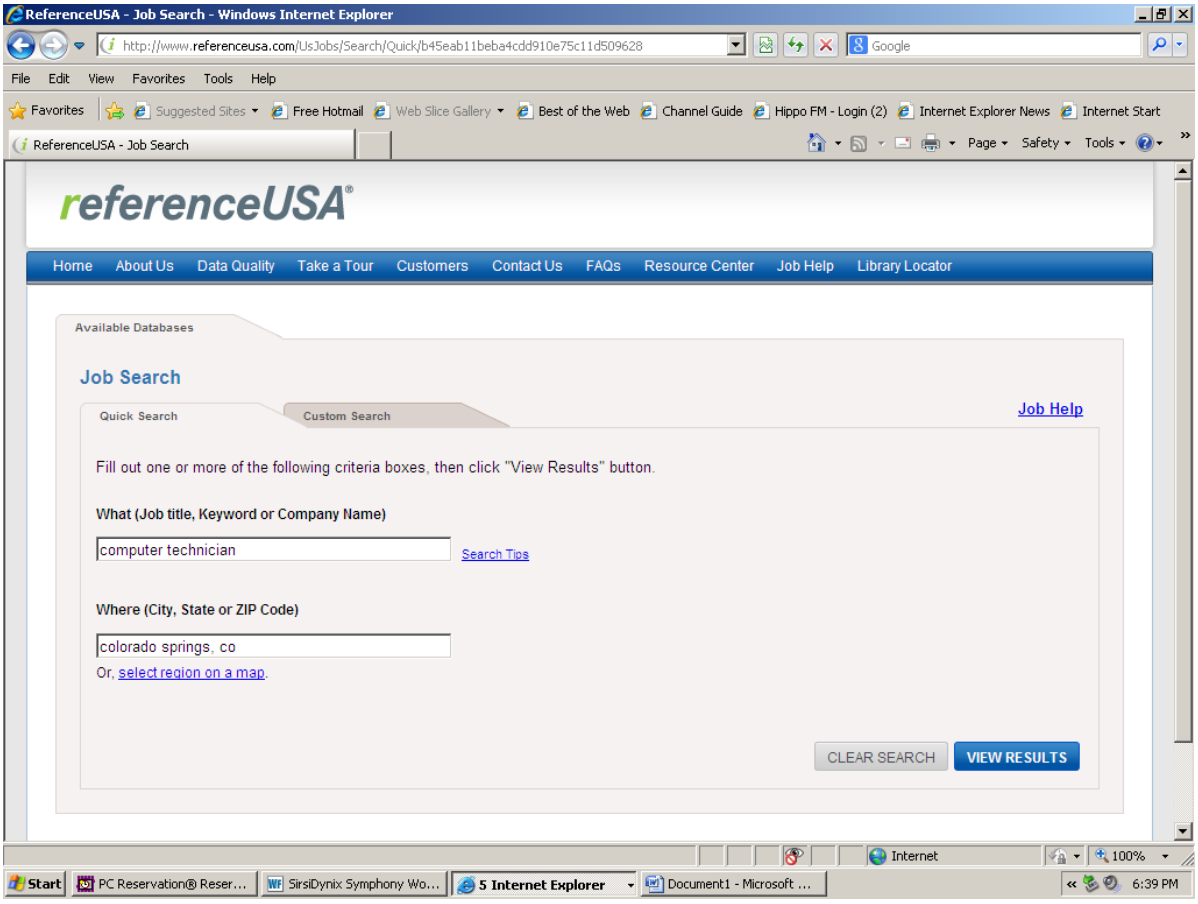
ACCESSING ONLINE DATABASES FROM YOUR HOME OR OFFICE FOR JOBSEEKERS

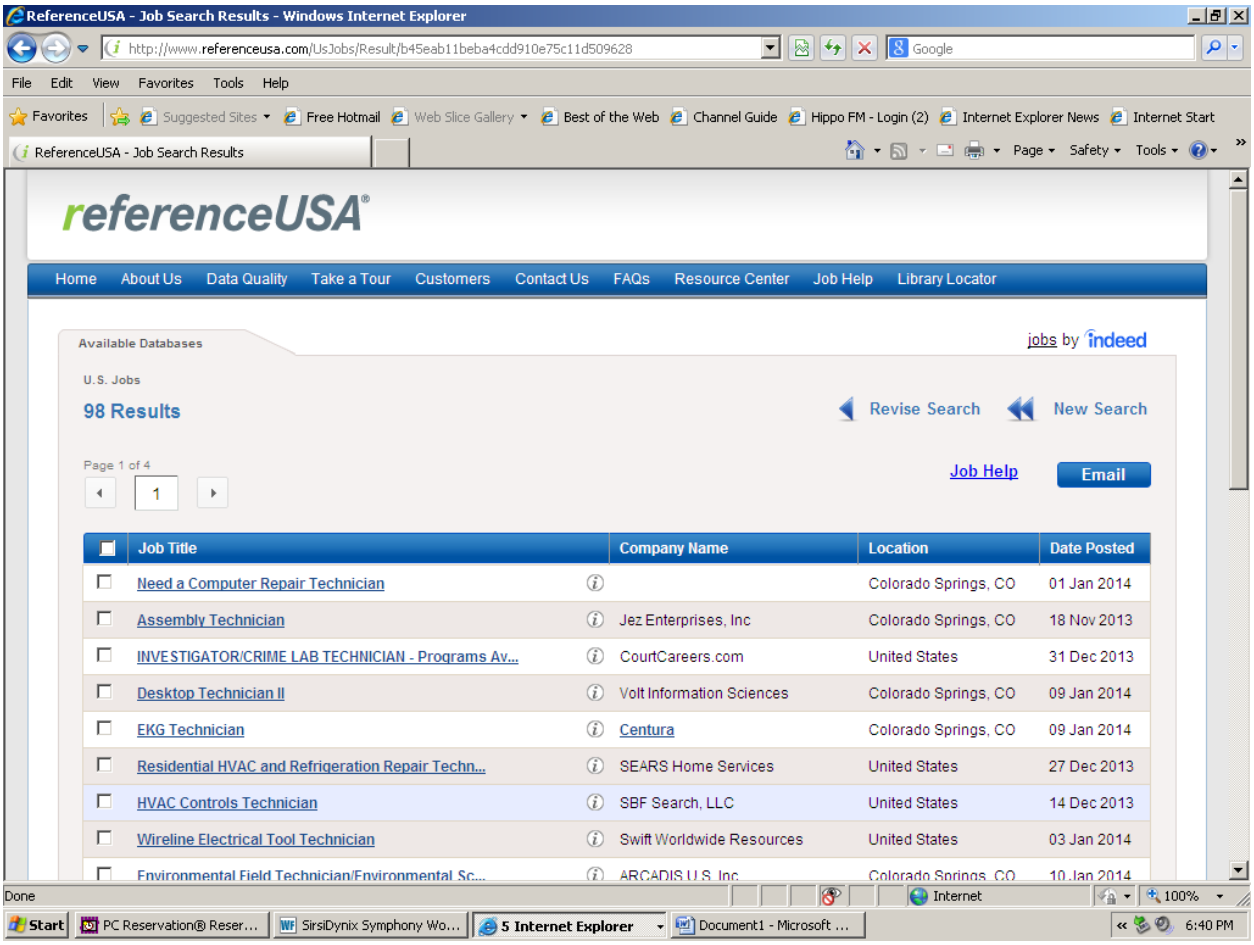
U. S. JOBS/INTERNSHIPS

Go to our homepage at http://ppld.org.
Click on Research at the top of the screen on the brown bar (or half way down the blue list on the right hand side of the screen if you are on the catalog page.)
Click on Business/Finance in the first row of blue headings.
Scroll down to Reference USA alphabetically. When you click on Reference USA outside of the library you will be asked for a password which is your library card followed by your pin. To be accessed from outside the library your card must start with the number 4. You are not a PPLD taxpayer if your card starts with the number 7 but you are welcome to go to any of our branches to use the database in house. (No validation is required in house and you can save to a USB.)
Enlarge screen and click on U.S. Jobs/Internships.

To start your search you can use the quick search and put in the job title and location – such as clerical or computer technician and Colorado Springs, CO or 80905.

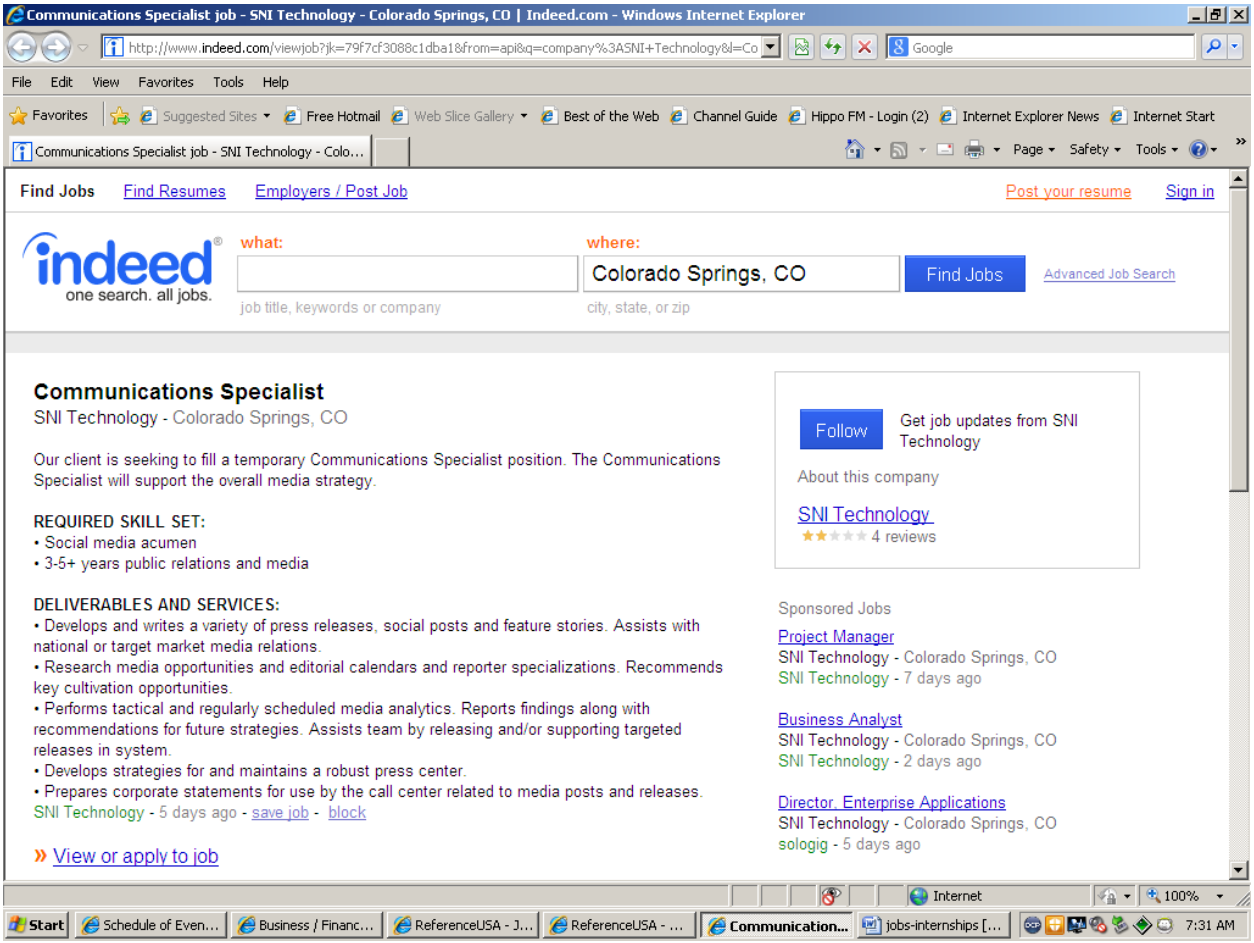


When you click on view results you will see something similar to:



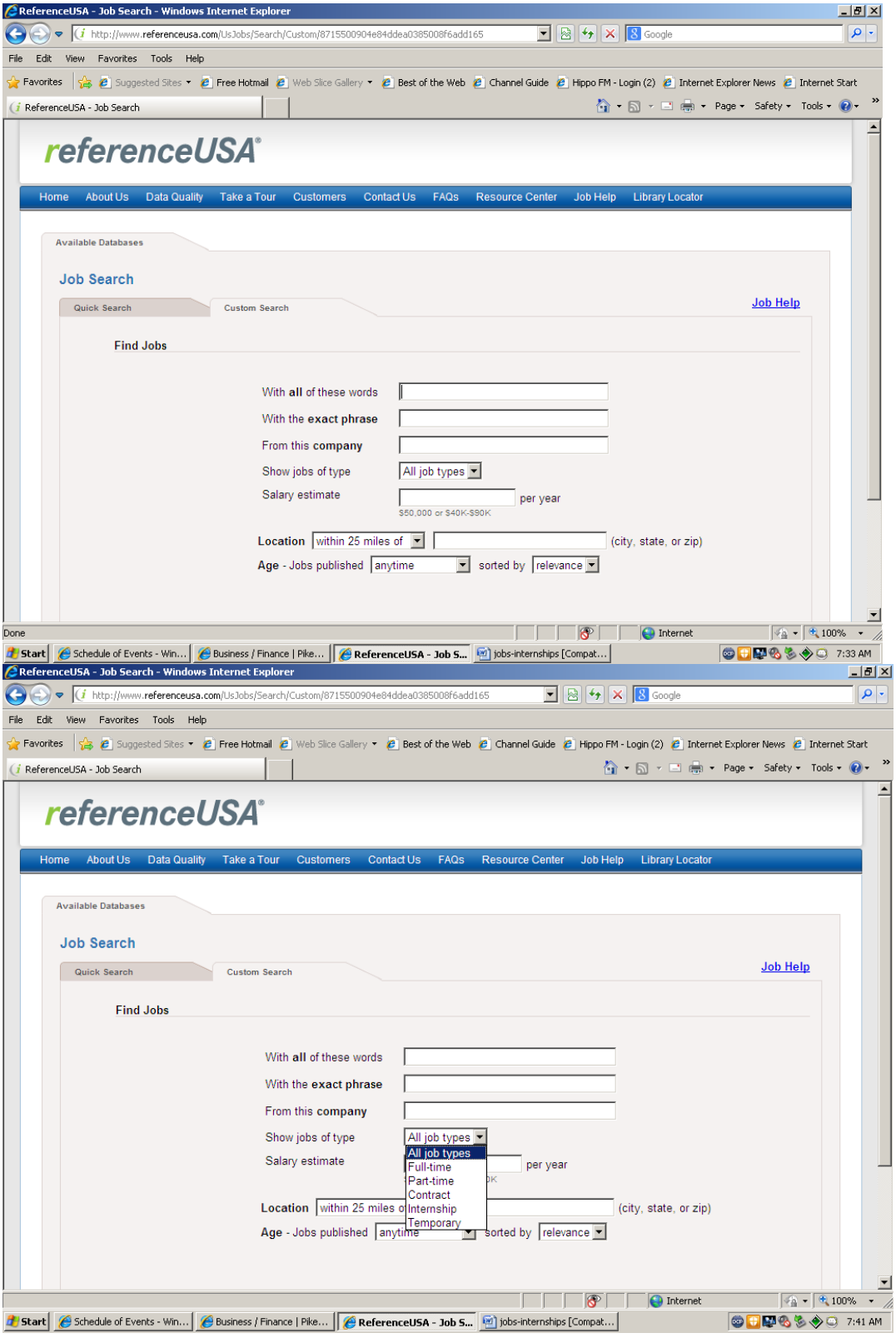
Some of the positions are through staffing agencies or other advertising sources such as schools and industry organizations as well as company names. All are listed through Indeed. The company names are shown in blue under company name; others are agencies or other sources. Some of the listings that say United States are because they have multiple locations or it is a work at home opportunity.

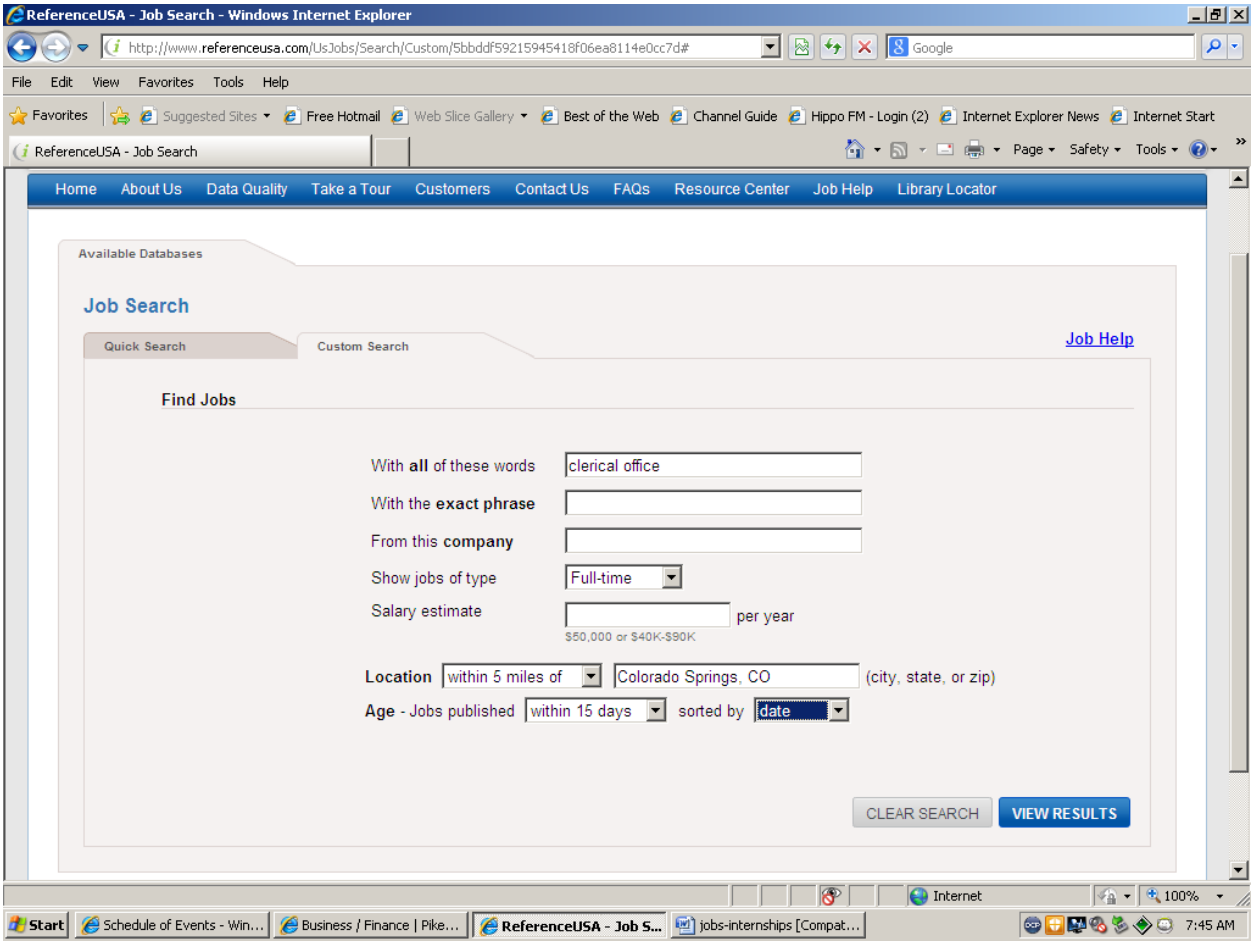
Many of the positions listed offer you information about the job (or field) and a description of the job. You can apply directly here. If you click on the job title you get:



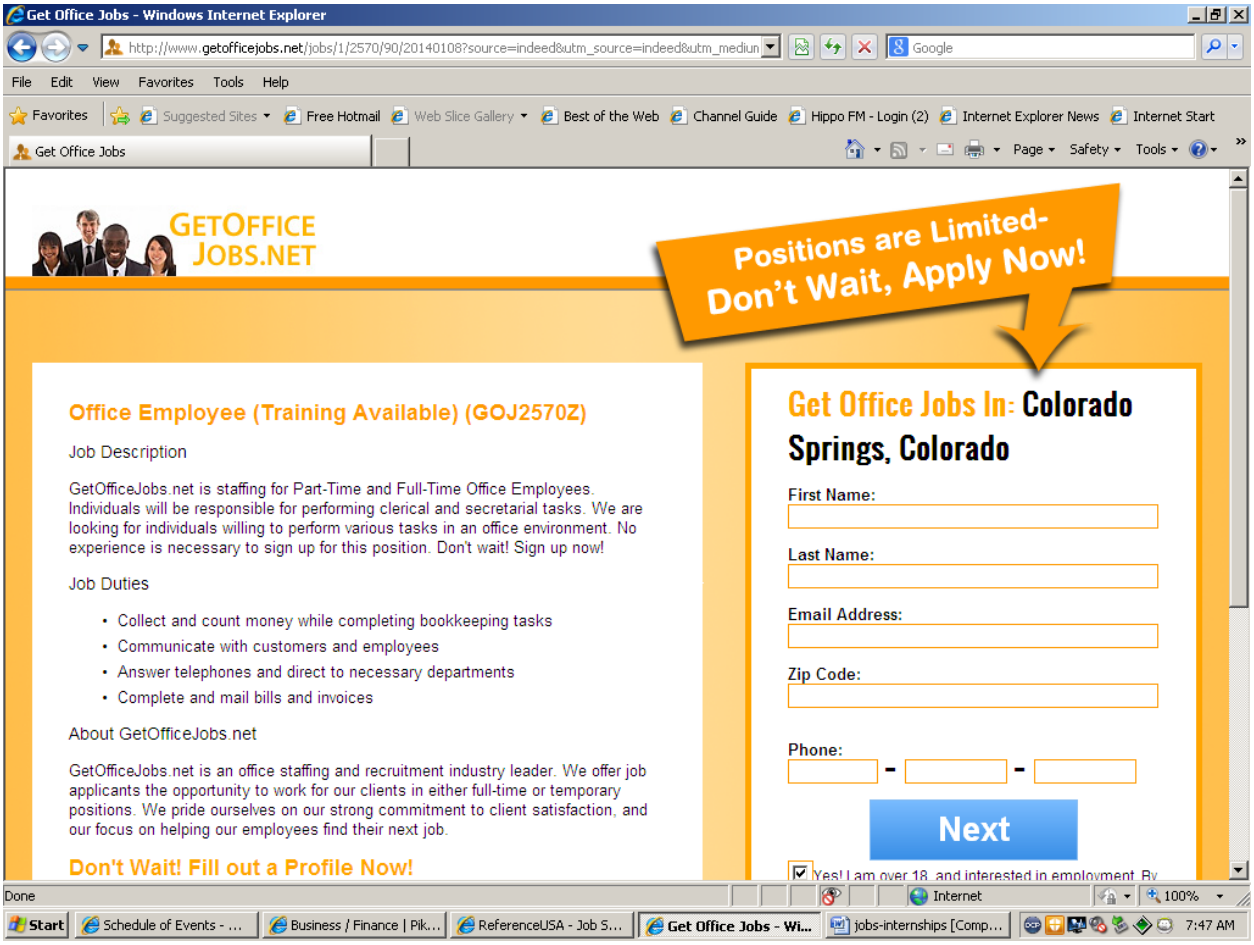
You can also do a custom search. A custom search allows you to search for keywords, company names, exact phrase, type of position (full time, part time, contract, internship or temporary) salary wanted, location (only in, within 5 miles, within 10 miles, within 15 miles, within 25 miles, within 50 miles or within 100 miles), how old the job is (published since yesterday, within 3 days, within 7 days, within 15 days or anytime) and sorted by relevance or date.

You can also click on the company name and it will go to the company record in Reference USA – U.S. Businesses.


ReferenceUSA - Job Search - Windows Internet Explorer
http://www.referenceusa.com/UsJobs/Search/Custom/8715500904e84ddea0385008f6add165
File Edit View Favorites Tools Help
referenceUSA
Home About Us Data Quality Take a Tour Customers Contact Us FAQs Resource Center Job Help Library Locator
Available Databases
Job Search
Quick Search
Custom Search
Job Help
Find Jobs
With all of these words
With the exact phrase
From this company
Show jobs of type
All job types
Salary estimate
per year
$50,000 or $40K-$90K
Location
within 25 miles of
(city, state, or zip)
Age - Jobs published
anytime
sorted by
relevance
Done
Internet
100%
7:33 AM
ReferenceUSA - Job Search - Windows Internet Explorer
referenceUSA
Home About Us Data Quality Take a Tour Customers Contact Us FAQs Resource Center Job Help Library Locator
Available Databases
Job Search
Quick Search
Custom Search
Job Help
Find Jobs
With all of these words
With the exact phrase
From this company
Show jobs of type
All job types
All job types
Full-time
Part-time
Contract
Internship
Temporary
Salary estimate
per year
Location
within 25 miles of
(city, state, or zip)
Age - Jobs published
anytime
sorted by
relevance
Internet
100%
7:41 AM



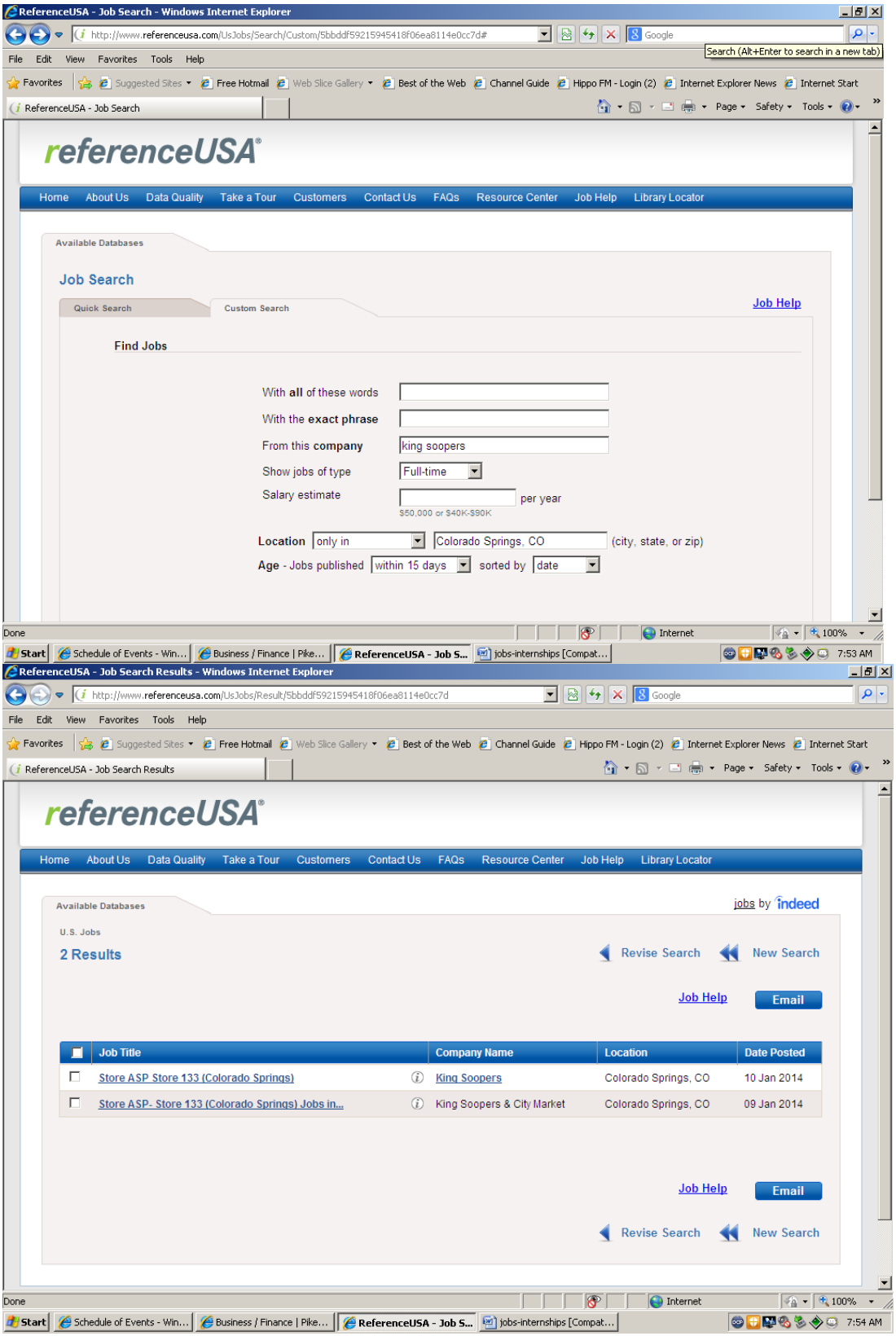
Clerical positions often get jobs listed by agencies only. You may need to play with the keyword searches to get what you want.



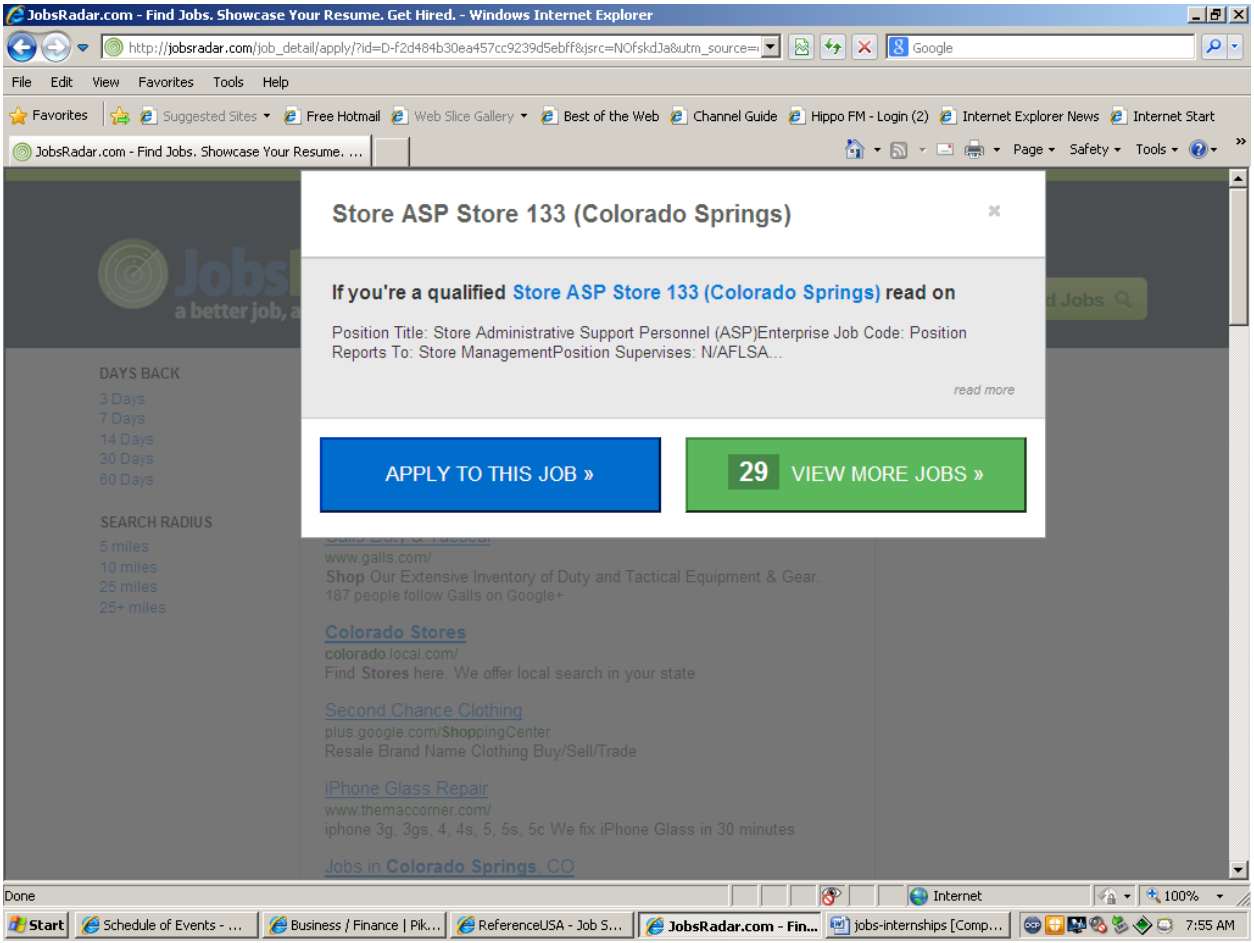
You can also search by company name. Sometimes too much information like a job title and a company name will give you a search that comes back with:
Sorry! No results found for your search. Please try the following suggestions:

- Try more general keywords
- Check your spelling
- Replace abbreviations with the entire word
- Enter location to refine results

You can put in the company name only and location and get this:

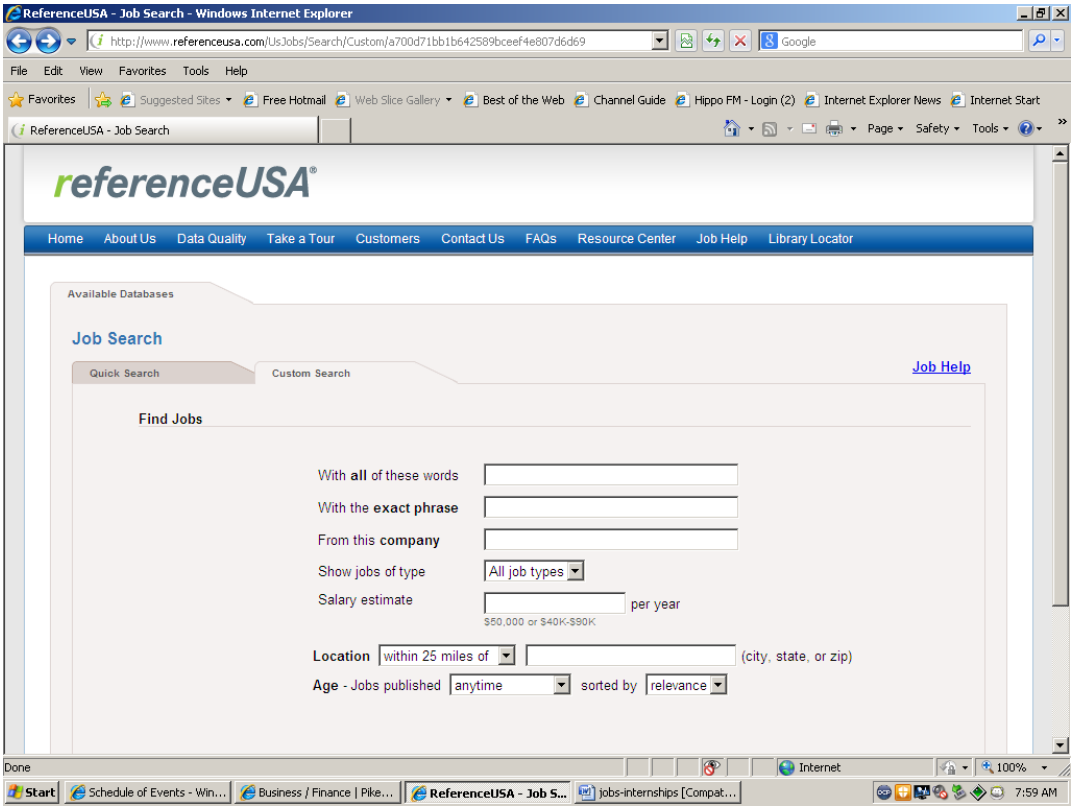


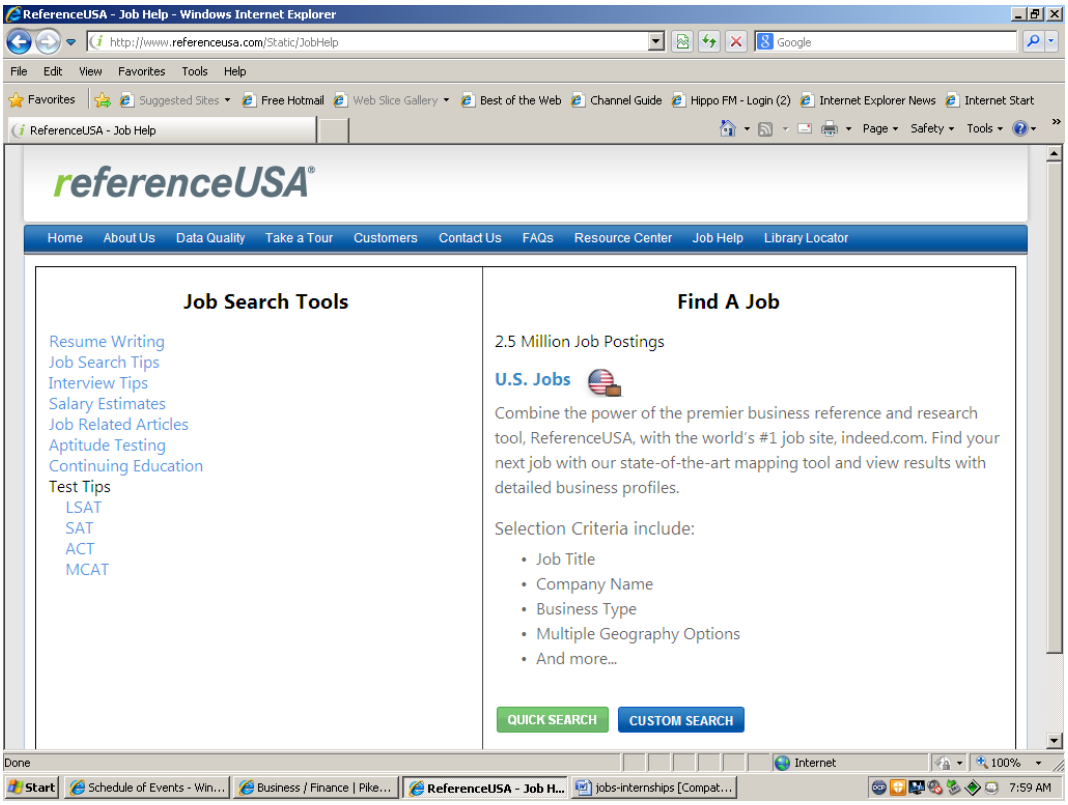
Often when you hit a specific job at a company page you will see this:



You can then apply to this job or click on view more jobs for similar positions.

To start a new search click on “new search” in the upper right hand corner of the screen. You can then click on” job help” to find more sources for help in your job search.



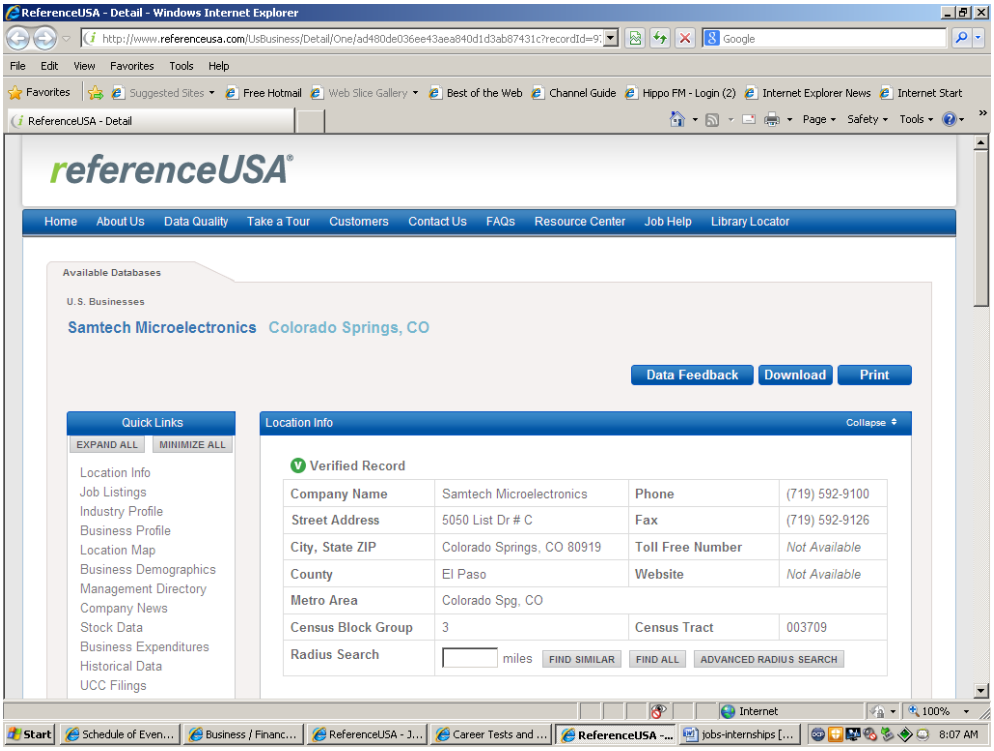


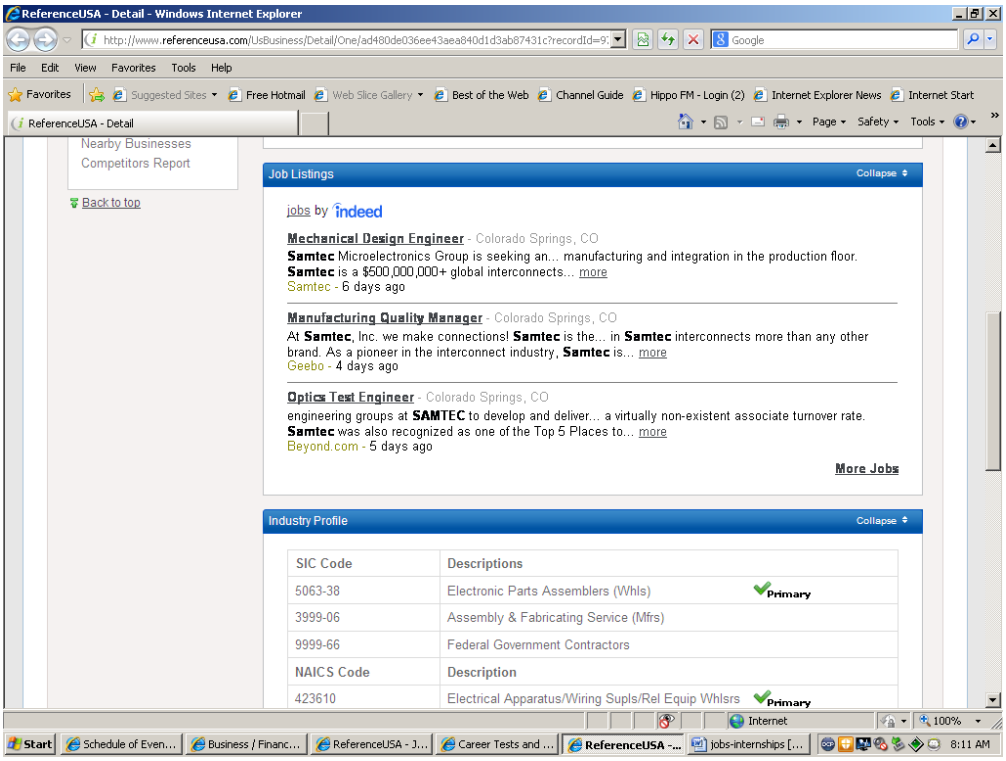
Many of these links go to about.com or Careeronestop for additional resources to use in your job search.

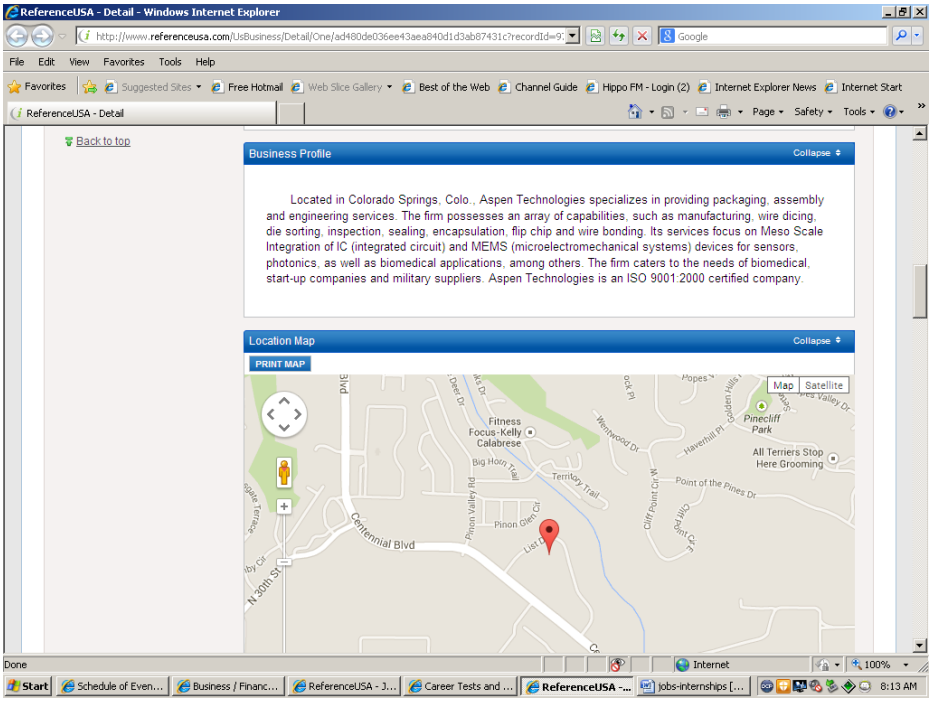
Resume Writing, Sample Resumes, Resume Builders - Windows Internet Explorer
http://jobsearch.about.com/od/resumes/
File Edit View Favorites Tools Help
Resume Writing, Sample Resumes, Resume Builders
Advertisement
The Little Clinic
Convenient Neighborhood Medical Care
Health Partners
In Select Stores
KING Soopers
Cold & Flu Relief
• Available every day • Evenings & weekends
• No appointment necessary
Visit Today
replay
About.com Job Searching
Careers
Search
Job Searching
Find a Job
Apply for Jobs
Resumes & Letters
Resume Writing, Sample Resumes, Resume Builders
Resume writing, sample resumes, cover letters for resumes, how to write a resume, examples and samples, resume builders, resume posting, resume writing services, and resume tips.
Resume Cover Letters
Resume Writing (93)
Sample Resumes (125)
Resume Tips (55)
Resume Format (13)
Resume Builders (43)
Resume Templates (10)
Resume Objectives (5)
Resume Profiles (6)
Nontraditional Resumes (7)
Online Resumes (47)
Video Resumes (11)
Resume Writing Guide
Guide to resume writing, including how to create a professional resume, resume format, targeted resumes, and resume samples, examples and templates.
Ads
Free Job Resumes - America's #1 Resume Builder
www.resume-now.com/
Build a Perfect Job Resume. Free!
Free Job Searching Newsletter!
Enter email address
Sign Up
Discuss in my forum
Advertisement
The Little Clinic
Convenient Neighborhood Medical Care
Affiliated with Health Partners
UNIVERSITY OF COLORADO
More Job Searching Ads
It Resume
Done
Internet
100%
Start
Schedule of Events - ...
Business / Finance | Pik...
ReferenceUSA - Job H...
Resume Writing, Sa...
jobs-internships [Comp...
8:00 AM

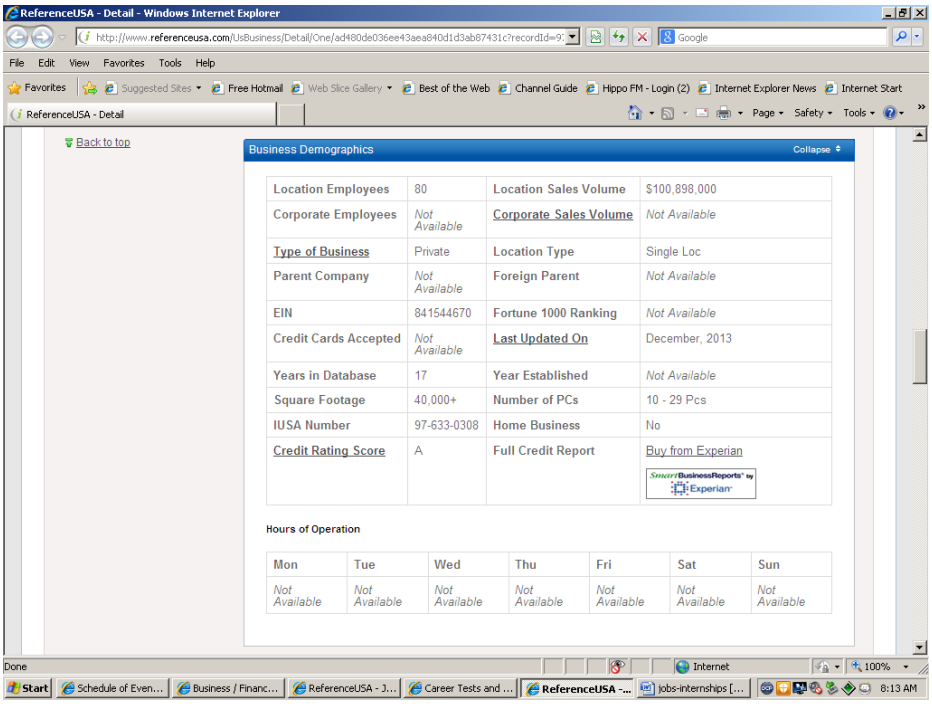
To find out more information on a specific company click on the company name instead of the job title.

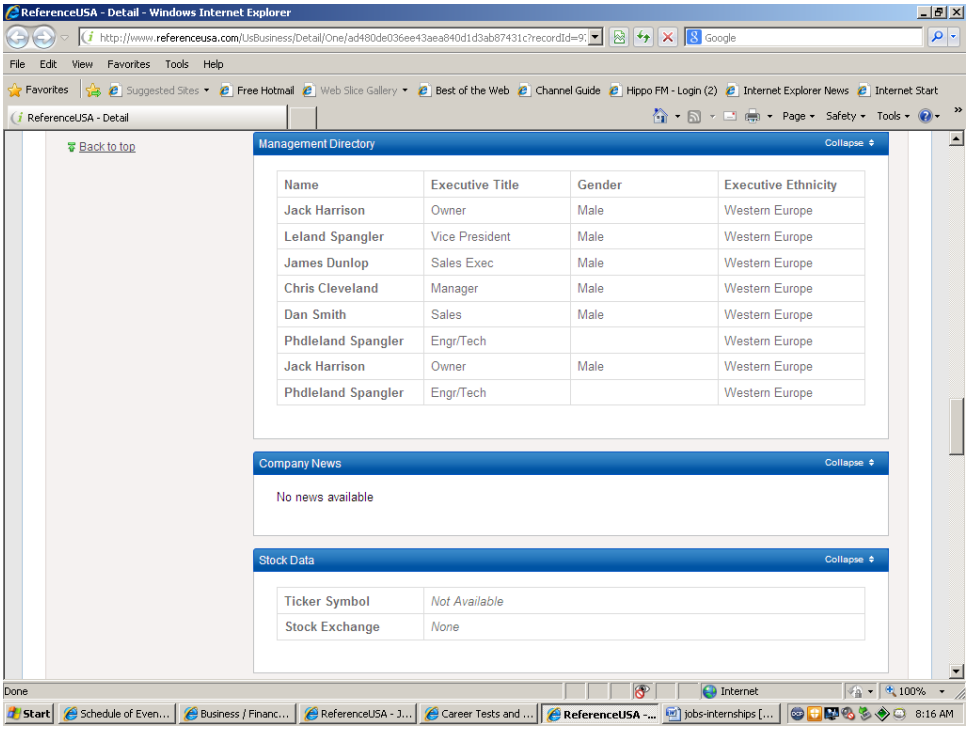
You will be taken to Reference - U. S. Businesses and see the company page with all of the information about the company you are interested in. This includes who they are and where, phone and fax numbers as well as hyperlinks to their website if they have one. Using the data found here you can prepare for your interview by finding out about what they do, how long they have been doing it and who key people are within the company as well as find articles about them and who they competitors are so you can look them up to see if they also have jobs listed.

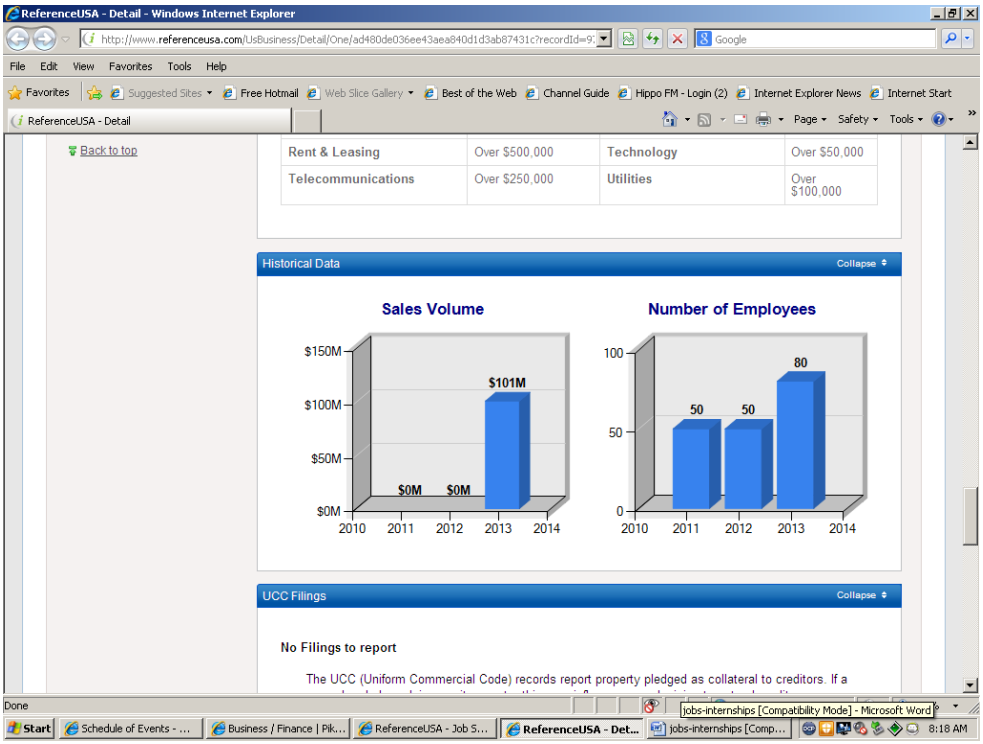

ReferenceUSA - Detail - Windows Internet Explorer
referenceUSA
Home
About Us
Data Quality
Take a Tour
Customers
Contact Us
FAQs
Resource Center
Job Help
Library Locator
Available Databases
U.S. Businesses
Samtech Microelectronics Colorado Springs, CO
Data Feedback
Download
Print
Quick Links
EXPAND ALL
MINIMIZE ALL
Location Info
Job Listings
Industry Profile
Business Profile
Location Map
Business Demographics
Management Directory
Company News
Stock Data
Business Expenditures
Historical Data
UCC Filings
Location Info
Collapse
Verified Record
Company Name
Samtech Microelectronics
Phone
(719) 592-9100
Street Address
5050 List Dr # C
Fax
(719) 592-9126
City, State ZIP
Colorado Springs, CO 80919
Toll Free Number
Not Available
County
El Paso
Website
Not Available
Metro Area
Colorado Spg, CO
Census Block Group
3
Census Tract
003709
Radius Search
miles
FIND SIMILAR
FIND ALL
ADVANCED RADIUS SEARCH

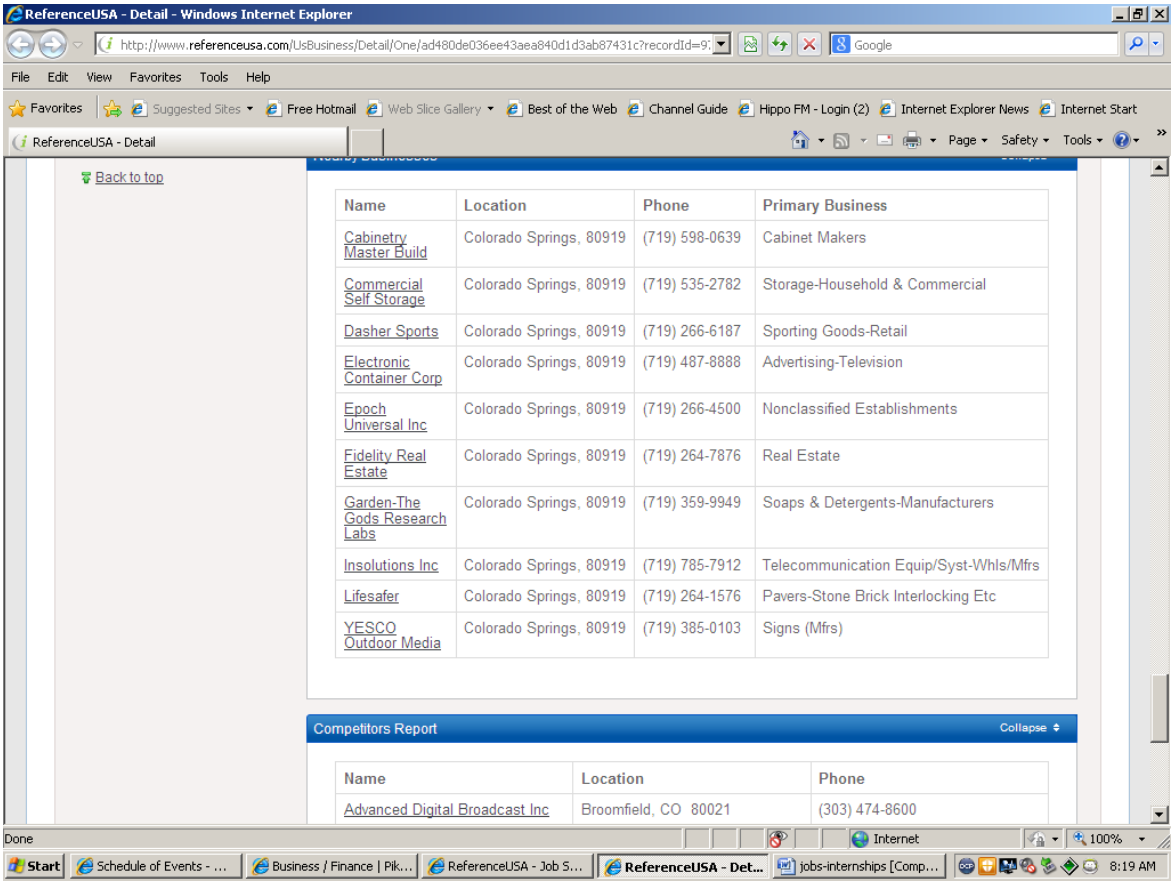

ReferenceUSA - Detail - Windows Internet Explorer
Nearby Businesses
Competitors Report
Back to top
Job Listings
Collapse
jobs by indeed
Mechanical Design Engineer - Colorado Springs, CO
Samtec Microelectronics Group is seeking an... manufacturing and integration in the production floor.
Samtec is a $500,000,000+ global interconnects... more
Samtec - 6 days ago
Manufacturing Quality Manager - Colorado Springs, CO
At Samtec, Inc. we make connections! Samtec is the... in Samtec interconnects more than any other brand. As a pioneer in the interconnect industry, Samtec is... more
Geebo - 4 days ago
Optics Test Engineer - Colorado Springs, CO
engineering groups at SAMTEC to develop and deliver... a virtually non-existent associate turnover rate.
Samtec was also recognized as one of the Top 5 Places to... more
Beyond.com - 5 days ago
More Jobs
Industry Profile
Collapse
SIC Code
Descriptions
5063-38
Electronic Parts Assemblers (Whls)
Primary
3999-06
Assembly & Fabricating Service (Mfrs)
9999-66
Federal Government Contractors
NAICS Code
Description
423610
Electrical Apparatus/Wiring Supls/Rel Equip Whlsrs
Primary


ReferenceUSA - Detail - Windows Internet Explorer
Back to top
Business Profile
Collapse
Located in Colorado Springs, Colo., Aspen Technologies specializes in providing packaging, assembly and engineering services. The firm possesses an array of capabilities, such as manufacturing, wire dicing, die sorting, inspection, sealing, encapsulation, flip chip and wire bonding. Its services focus on Meso Scale Integration of IC (integrated circuit) and MEMS (microelectromechanical systems) devices for sensors, photonics, as well as biomedical applications, among others. The firm caters to the needs of biomedical, start-up companies and military suppliers. Aspen Technologies is an ISO 9001:2000 certified company.
Location Map
Collapse
PRINT MAP
Map
Satellite
Fitness Focus-Kelly Calabrese
Pinecliff Park
All Terriers Stop Here Grooming
Centennial Blvd
N 30th St
Done

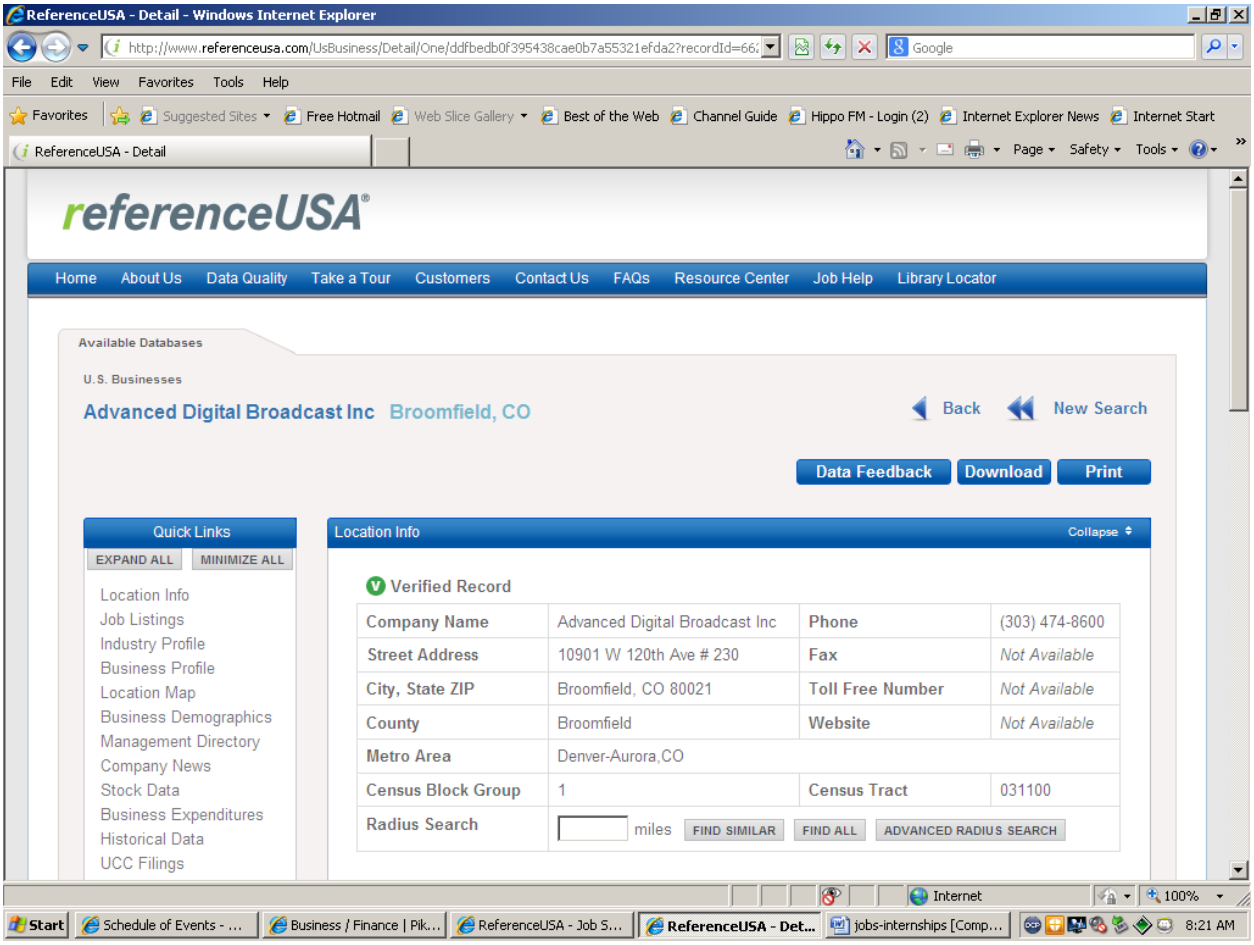

ReferenceUSA - Detail - Windows Internet Explorer
Back to top
Business Demographics
Collapse
Location Employees 80
Location Sales Volume $100,898,000
Corporate Employees Not Available
Corporate Sales Volume Not Available
Type of Business Private
Location Type Single Loc
Parent Company Not Available
Foreign Parent Not Available
EIN 841544670
Fortune 1000 Ranking Not Available
Credit Cards Accepted Not Available
Last Updated On December, 2013
Years in Database 17
Year Established Not Available
Square Footage 40,000+
Number of PCs 10 - 29 Pcs
IUSA Number 97-633-0308
Home Business No
Credit Rating Score A
Full Credit Report Buy from Experian
Hours of Operation
Mon Tue Wed Thu Fri Sat Sun
Not Available
Done


ReferenceUSA - Detail - Windows Internet Explorer
Back to top
Management Directory
Collapse
Name
Executive Title
Gender
Executive Ethnicity
Jack Harrison
Owner
Male
Western Europe
Leland Spangler
Vice President
Male
Western Europe
James Dunlop
Sales Exec
Male
Western Europe
Chris Cleveland
Manager
Male
Western Europe
Dan Smith
Sales
Male
Western Europe
Phdleland Spangler
Engr/Tech
Western Europe
Jack Harrison
Owner
Male
Western Europe
Phdleland Spangler
Engr/Tech
Western Europe
Company News
Collapse
No news available
Stock Data
Collapse
Ticker Symbol
Not Available
Stock Exchange
None


ReferenceUSA - Detail - Windows Internet Explorer
Back to top
Rent & Leasing
Over $500,000
Technology
Over $50,000
Telecommunications
Over $250,000
Utilities
Over $100,000
Historical Data
Collapse
Sales Volume
$150M
$100M
$50M
$0M
$101M
$0M
$0M
2010
2011
2012
2013
2014
Number of Employees
100
50
0
50
50
80
2010
2011
2012
2013
2014
UCC Filings
Collapse
No Filings to report
The UCC (Uniform Commercial Code) records report property pledged as collateral to creditors. If a



You can click on the competitor name(s) to bring up information about those companies as well.



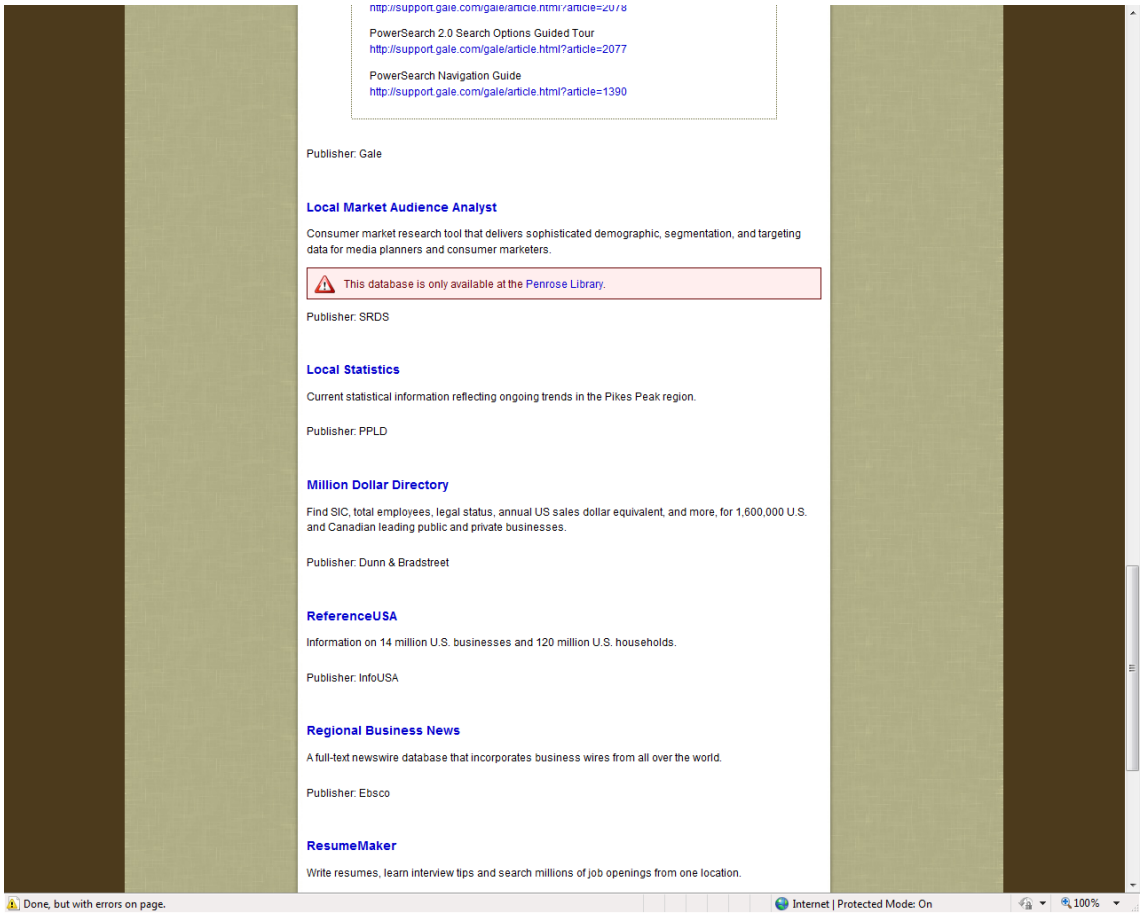
REFERENCE USA

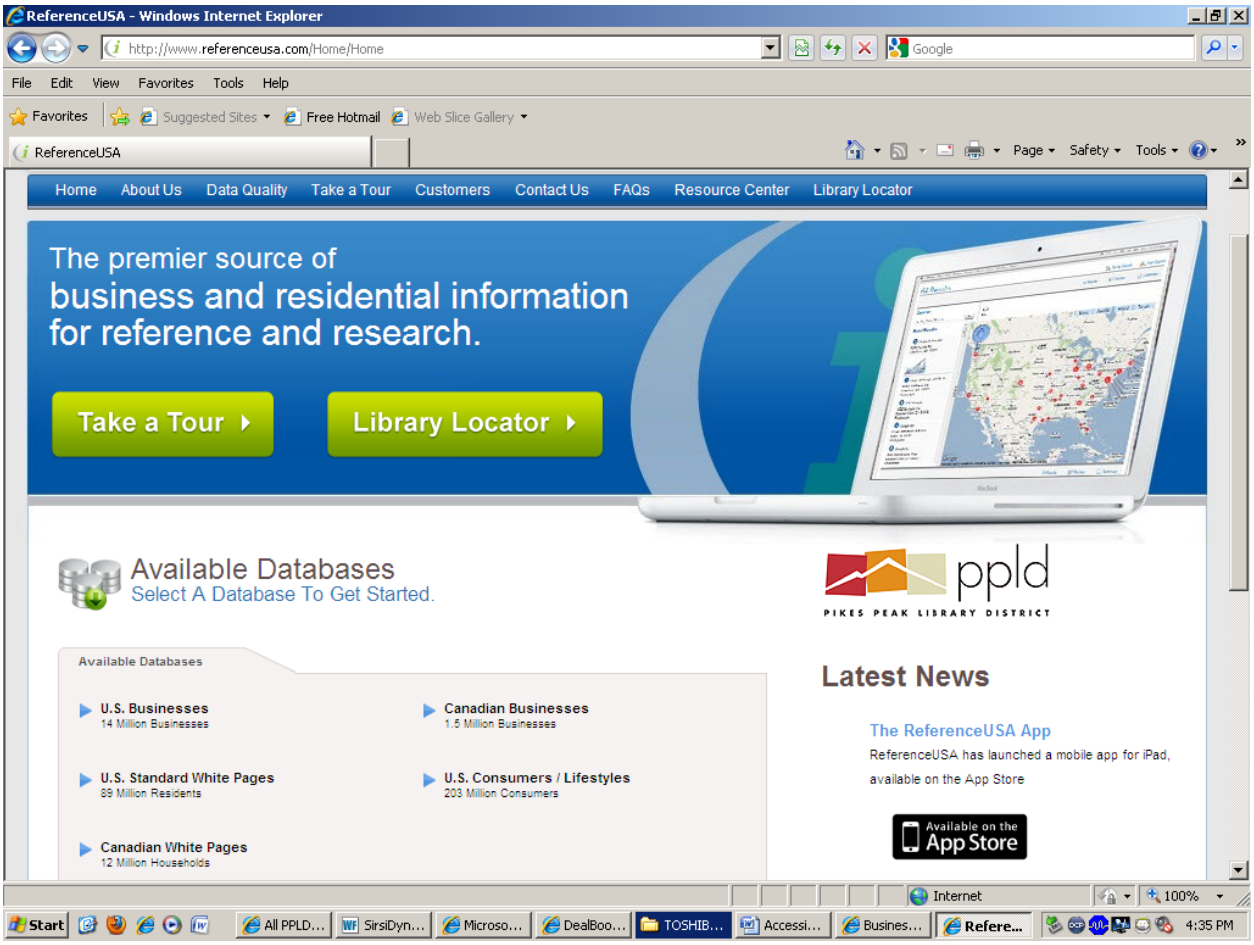
Reference USA is an extremely powerful database. It has nine components, two business and the others residential. The **U.S. businesses** database covers over 31million U.S. businesses The information given includes name, address, contact, phone, fax, toll free number, number of employees, sales, latitude/longitude, credit rating, public/private, stock abbreviation, and website address as well as SIC and NAICS (type of business) codes, officers and their titles and gender and biographies. It will tell you the number of personal computers, whether is it home based, year established, yellow page ad spending, square footage, hours of operation, credit cards accepted, competitors locally, nearby businesses, business expenditures and UCC filings. It also gives a map if you need to locate the business on a map. It also includes public filings and magazines and newspaper articles for the larger companies. They have also added the capability of getting annual reports and 10k's and press releases if it is a publicly traded company. It also

offers the capability of identifying surrounding businesses or homes by tenths of a mile up to a mile away and by miles up to 150 miles away. This information can be used to create mailing lists of the surrounding neighborhoods.

To find Reference USA Information

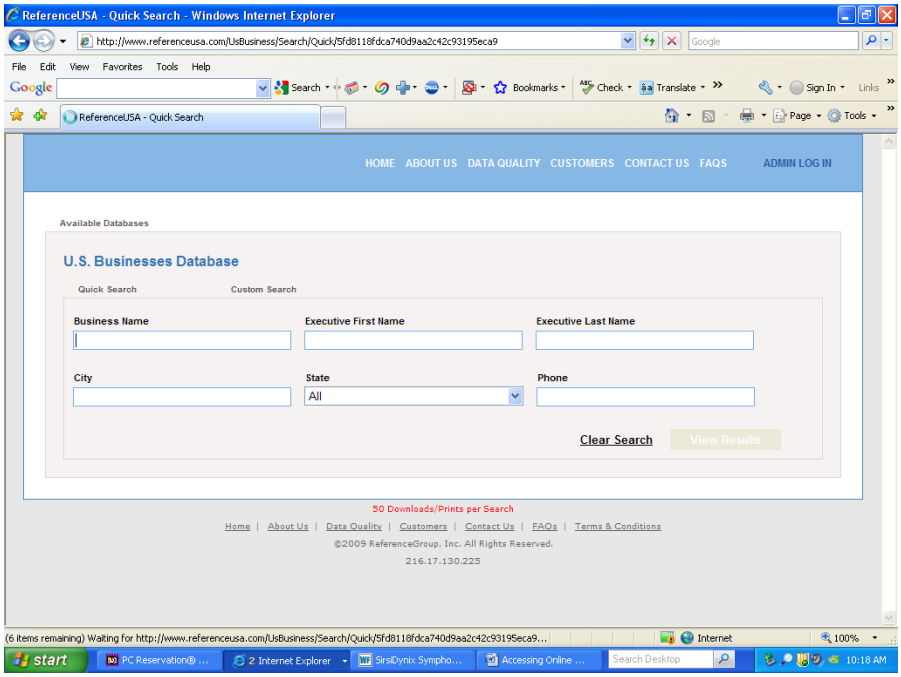
1. Go to the library's homepage at ppld.org.
2. Choose **Research**
3. Choose **Business/Finance**
4. Choose **Reference USA**
5. Type in your library card number for the password and your pin number
6. Choose **U. S. Businesses**



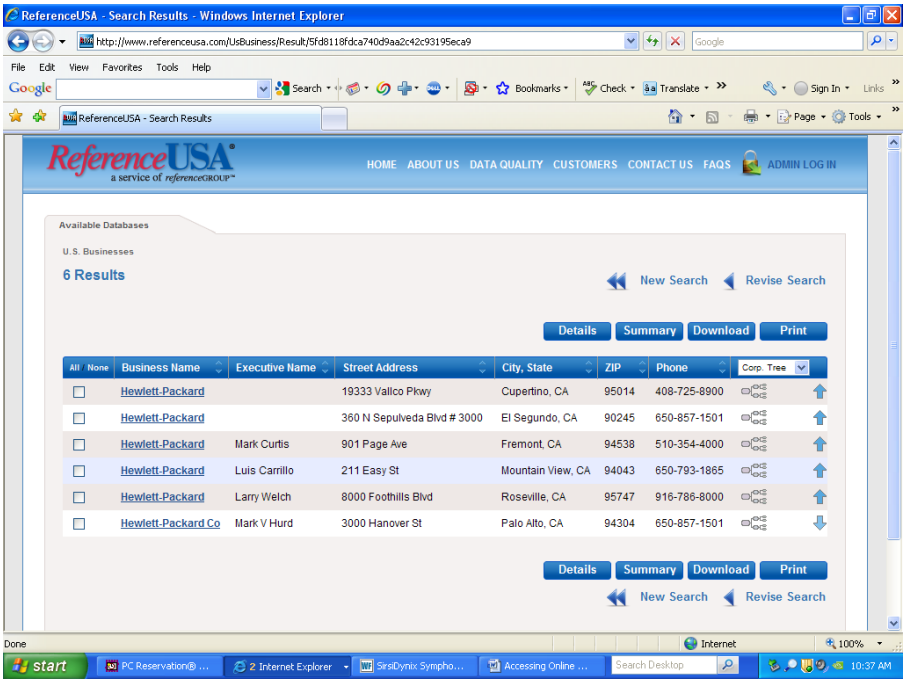


The screen has you select your database to search. Click on the one you wish to search.

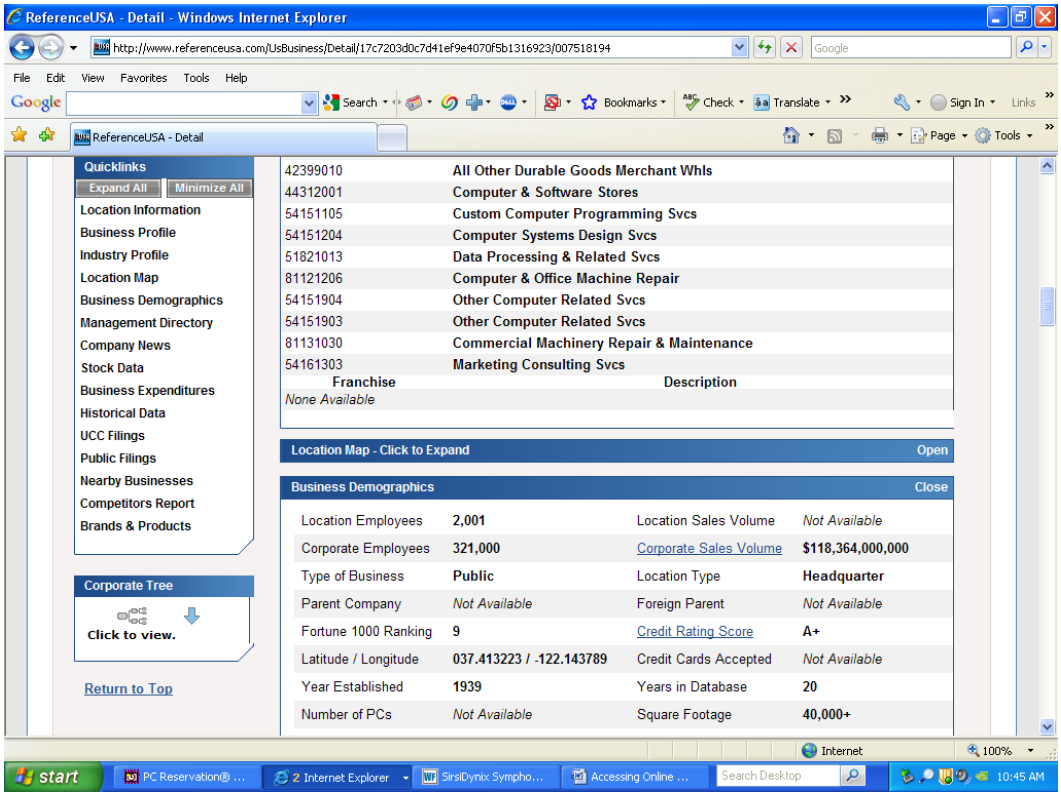
The business database contains information on United States businesses and international businesses, if they have a physical US presence, not just a PO Box address. You can do two basic types of searches in this database, a quick search or a custom search.



A quick search allows you to type in the name of a specific business that you need information on. You can type the name and hit search now or you can also add city or state if this information is known. Your search will produce a list of the businesses that fit the criteria you selected. For example, Hewlett Packard and California produces:

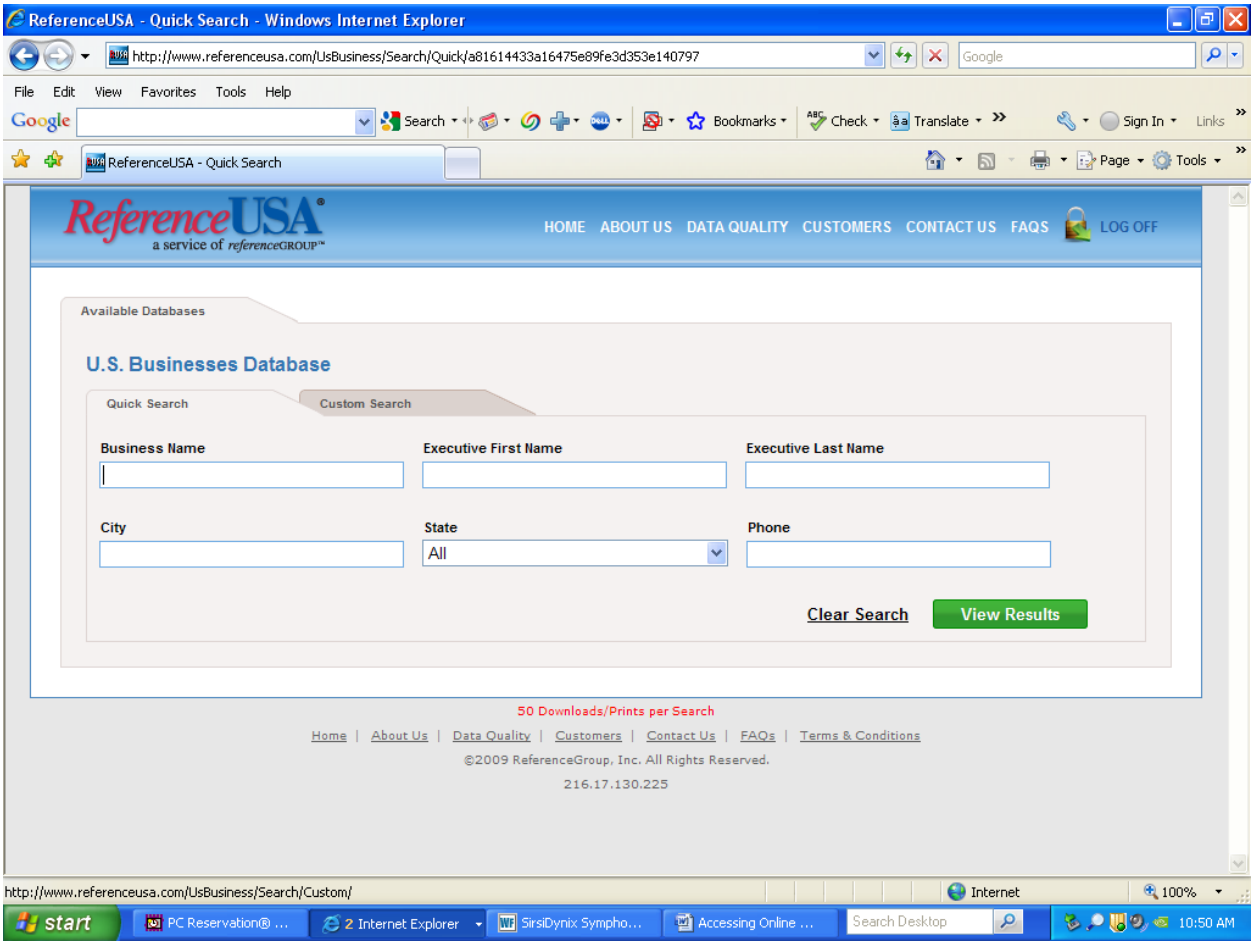


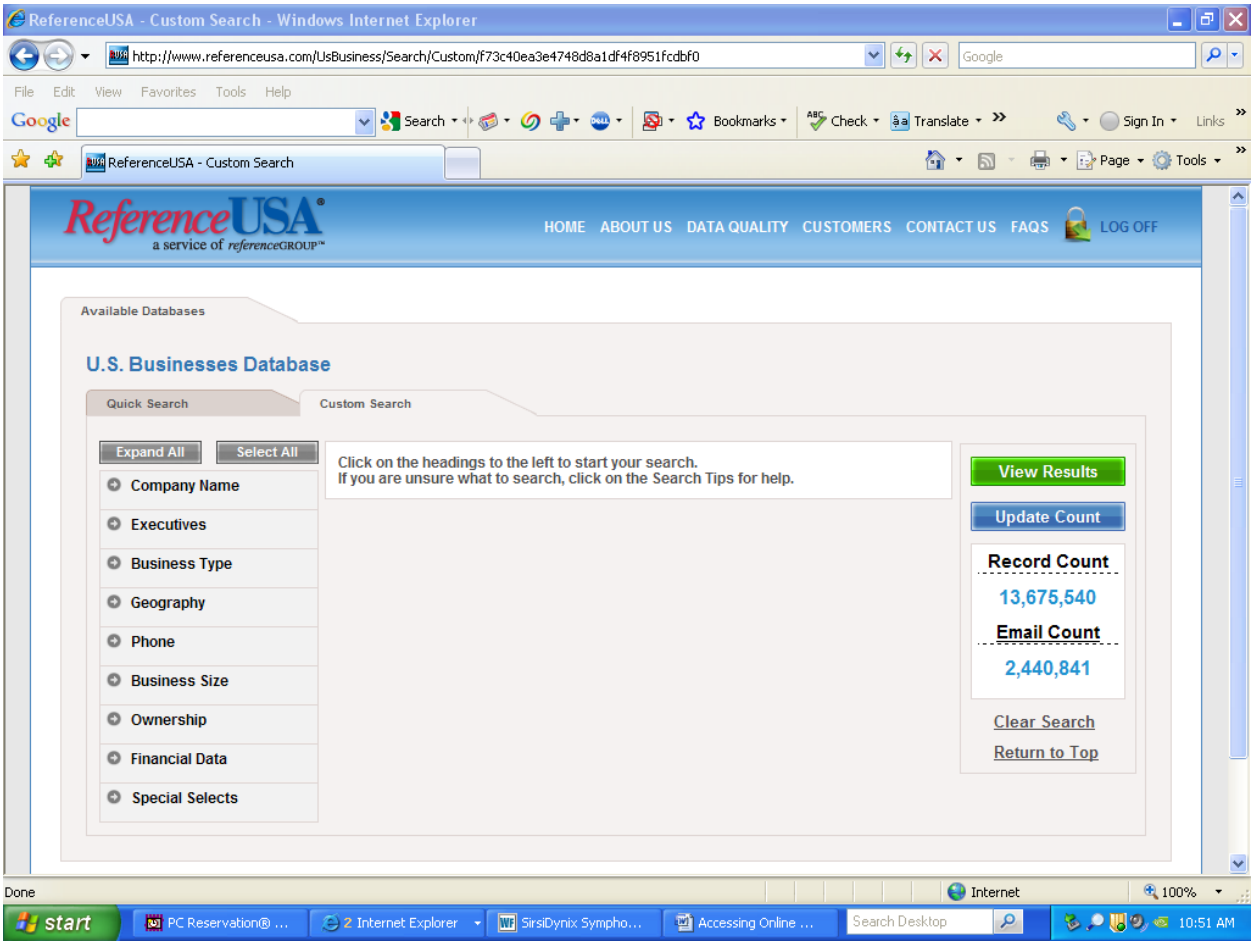
If you then select the record for Hewlett Packard for the parent company by choosing the name of the company with the arrow pointing up and then by clicking on the name in blue you will get the complete record for that company that will look like this:



Do not use the search terms “company”, “corporation” or “limited” or any of the accepted abbreviations, unless you have looked it up before. The database looks for exact hits and will not find the company if there is a difference in the abbreviation or way it is spelled. If you have a long company name try and search it using the first two or three words, if you get no hits shorten it to two words more unique (i.e. not Colorado Springs) only. The field is a specified length and it will cut off a word in the middle of it and if you don’t have it exactly it will not display.

To do a custom search, click on the custom search icon. You can then do searches on specific criteria or you can do combination searches on multiple criteria at the same time.

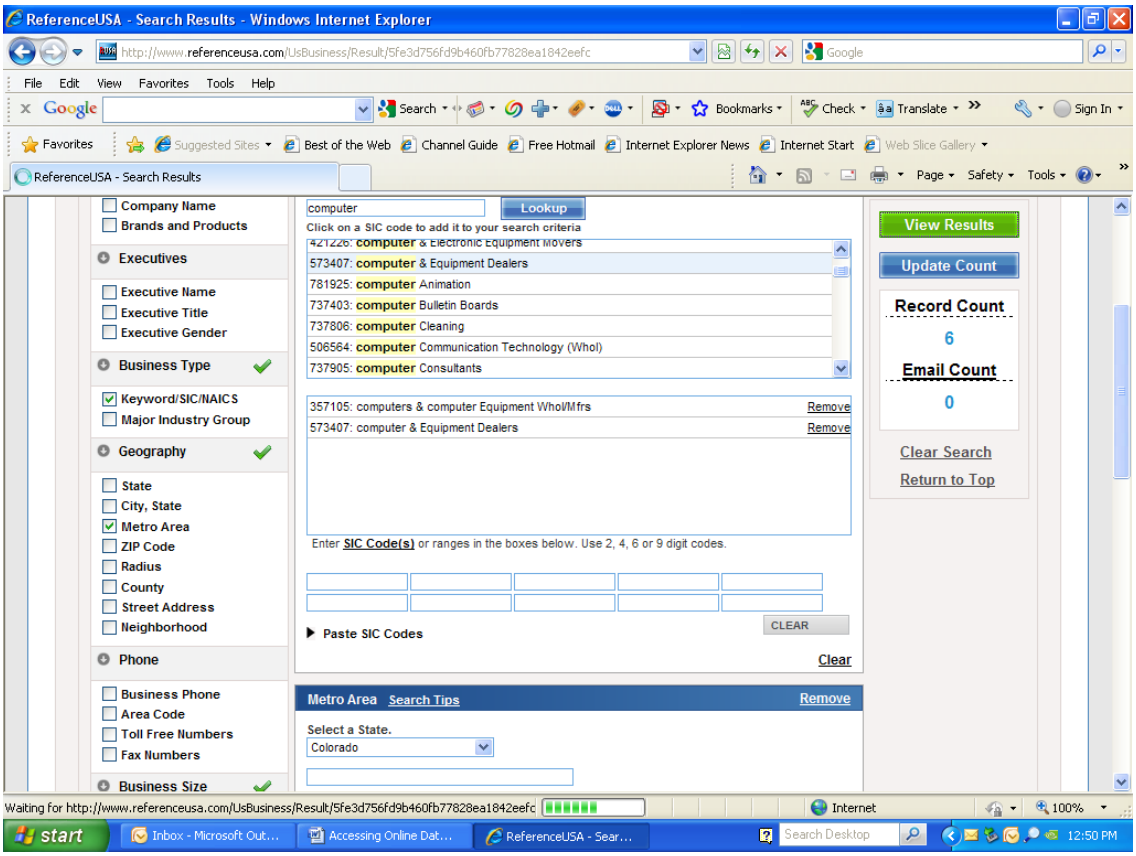

ReferenceUSA - Quick Search - Windows Internet Explorer
http://www.referenceusa.com/UsBusiness/Search/Quick/a81614433a16475e89fe3d353e140797
File Edit View Favorites Tools Help
ReferenceUSA - Quick Search
ReferenceUSA
a service of referenceGROUP
HOME ABOUT US DATA QUALITY CUSTOMERS CONTACT US FAQS LOG OFF
Available Databases
U.S. Businesses Database
Quick Search
Custom Search
Business Name
Executive First Name
Executive Last Name
City
State
All
Phone
Clear Search
View Results
50 Downloads/Prints per Search
Home | About Us | Data Quality | Customers | Contact Us | FAQs | Terms & Conditions
©2009 ReferenceGroup, Inc. All Rights Reserved.
216.17.130.225
http://www.referenceusa.com/UsBusiness/Search/Custom/
Internet
100%
start
PC Reservation® ...
2 Internet Explorer
SirsiDynix Sympho...
Accessing Online ...
Search Desktop
10:50 AM



The fields for a custom search include *Company Name*, Executive, *Business Type*, *Geography, Phone, Business Size*, *Ownership, Financial Data* and *Special Selects*. The *Name* category includes company name, and brands and products. *Executives* includes: Executive name, title or gender. The *Business Type* includes keyword/SIC/NAICS or major industry group. The *Geography* allows you to search by street address, zip code, state, radius, MSA (metropolitan statistical area), city, and county or neighborhood. In this category you can combine address or neighborhood with anything else otherwise if you choose two, for example – city and state you will retrieve the results for the state alphabetized by company name because it defaults to the largest geographic field. The *Phone* searches by business phone, 800 numbers, area code or fax. *Business Size* allows you to choose the size of business by number of employees or amount of sales; both of these figures are given in ranges. *Ownership* allows you to search by Public companies/private, foreign parent, home based business and headquarters/branch. *Financial Data* searches stock exchange, ticker symbol, credit rating or business expenditures. *Special Selects* allows you to search by government offices, year established, number of personal computers, years in database, yellow page ad size, web address, Fortune 1000 companies or square footage.

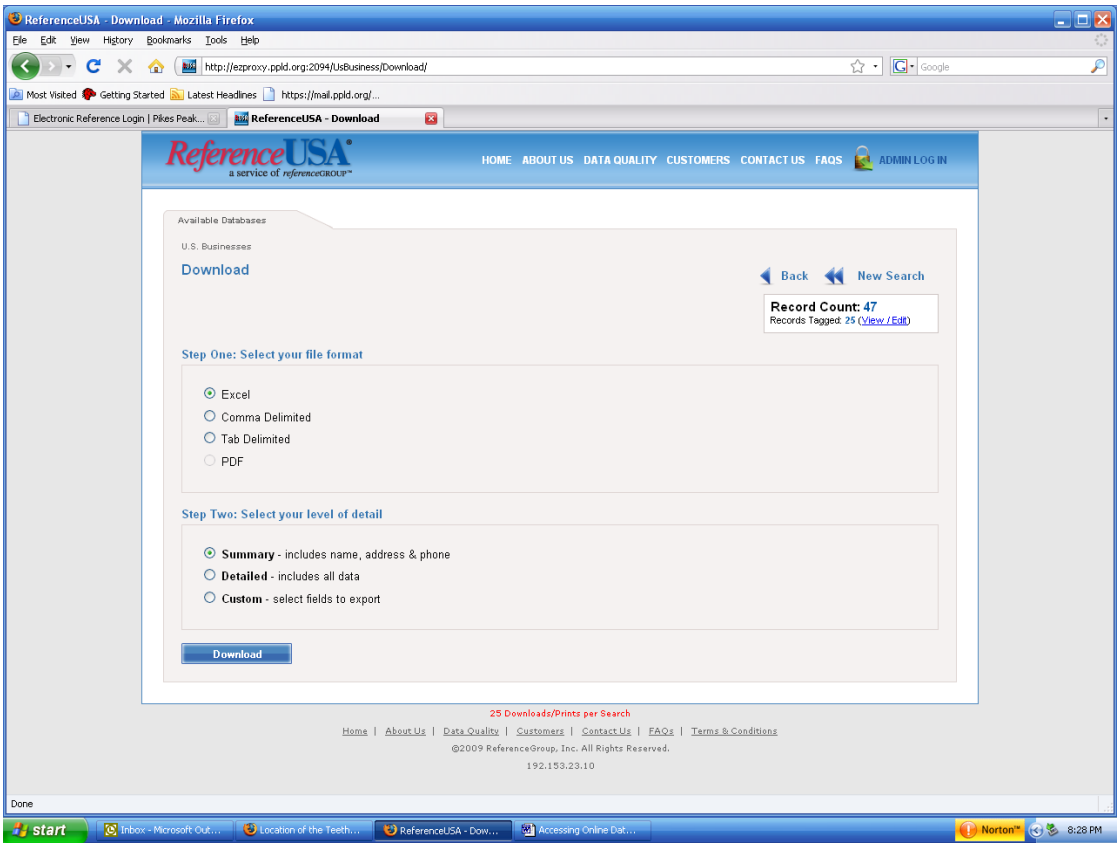
For example, if you wanted all of the companies in the Colorado Springs area that or sell or manufacture computers, have more than 10 employees and make at least 10 million, you would choose business type. You would then click on the word lookup next to “computer” which you

type in the box shown and choose computers and computer equipment whol/mfrs and computer equipment and dealers and then choose Colorado and then Colorado Springs under Geography. (When there are two boxes on the screen you must put something into the right hand box by clicking on the choices in the left hand box to complete your choices. If the right hand box is empty you get zero hits.) To choose more than one entry under number of employees or sales, hold the control key down as you click on the entry you want. Currently, this will produce a list of six hits.



You can select up to 50 entries to print as one search in-house. (From your home or office this database only allows you to print 25 entries as one search. To do this, click on the box next to the entries you want and then hit the blue print or download button at the top of the page. You will be asked if you want summary (which is name, address and phone) or detailed (which will give you the complete record with a blue line separating them on screen.)To send it to a printer and not the screen, you must click on the blue print button at the top of the screen. If your search gave you more than 50 hits, you will need to mark records for printing and then unmark them to be able to choose additional records. The limit of 25 has been established by ReferenceUSA to discourage users from breaking copyright. If you wish to download you will be asked what format and where to save to. Choose Comma delimited or Excel to download unless you know how to use the other choices or it will not be readable on your system. Save to your computer (at

home or office) or to a 3.5 floppy drive (A) or flash drive (E or F) as anything saved to the computer at PPLD (C) is erased when you log off and is not retrievable later.



If you need assistance using this database from your home or office, call 389-8968 during library hours. The biggest problem home users have is getting asked for user name and password twice. If this happens your firewall is blocking Reference USA and you will need to disable it to get in and then turn it back on. Once you are in the database you should be recognized by your computer for future searches and let in again without having to disable the firewall.

ALL-IN–ONE SEARCH

The All-In-One Search database is a series of individual magazine and newspaper indexes that you can search to find articles that are either full text or citation only.

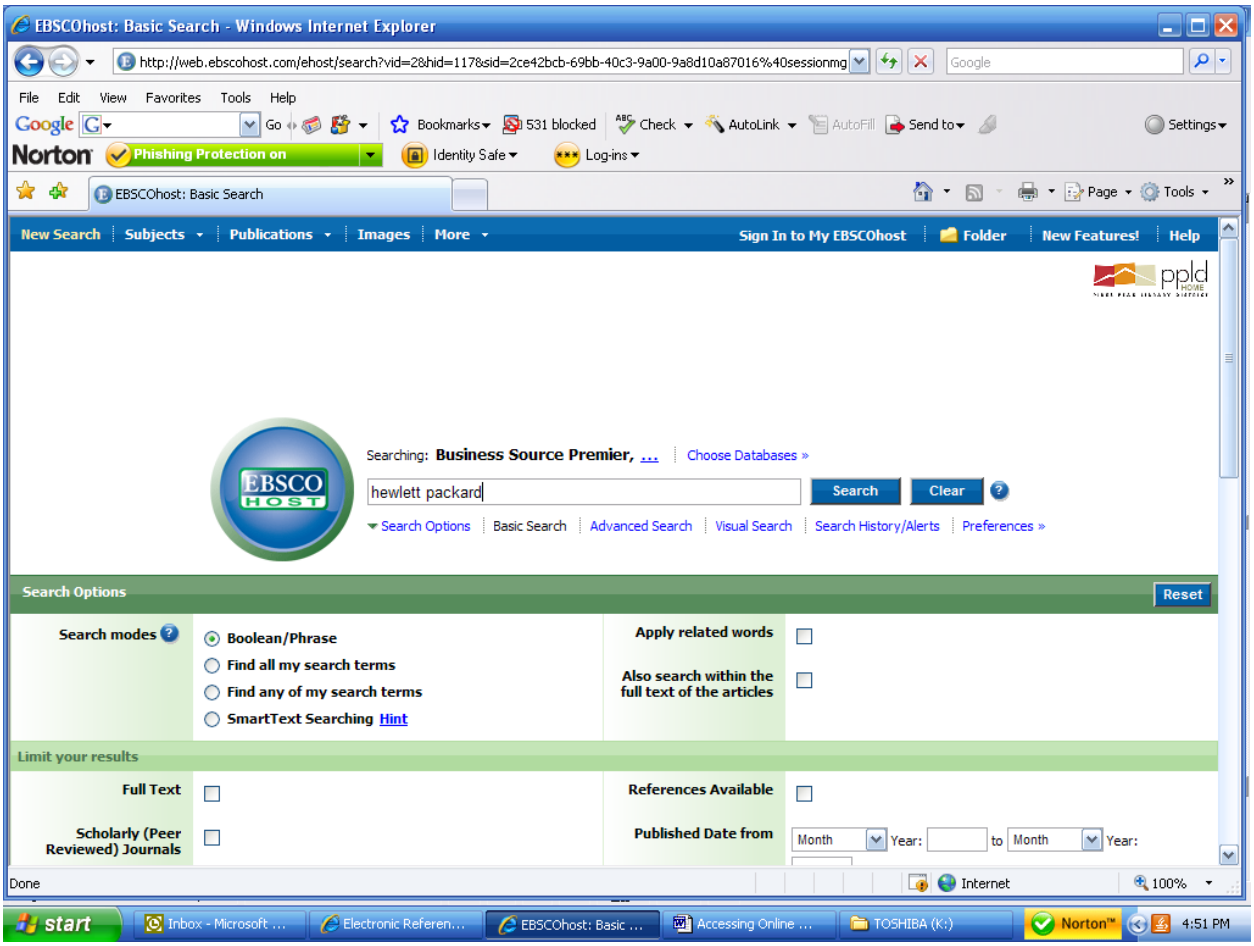
You may choose to click on any or all of the indexes that come up when you choose this database. It allows you to simultaneously search multiple databases thereby saving time and typing, as you don't have to repeat your search strategy by entering the databases individually. These databases include **Business Source Premiere** which covers business and trade magazines, **MasterFILE Premiere** which covers general magazines, **Newspaper Source** which covers newspapers including 30 national and international newspapers, and **Regional Business News** which covers business journals, newspapers and newswires and others. By clicking on select all and continue you can search all of the databases at once and get rid of duplicates found.

Pikes Peak Library District patrons have remote access to this database, if they have a library card from us that starts with the number 4. The 4 indicates that you are a resident or property owner of El Paso County (excluding residents of Manitou Springs, Woodland Park and Security-Widefield.) If you have a card that starts with a 7, you are participating in the Colorado Library Card (CLC) program, which involves a network of libraries throughout the state. State residents may obtain library cards at any participating library. A PPLD 7 series card will be issued with full borrowing privileges; however, access to licensed databases is only available to taxpaying cardholders or at PPLD facilities.

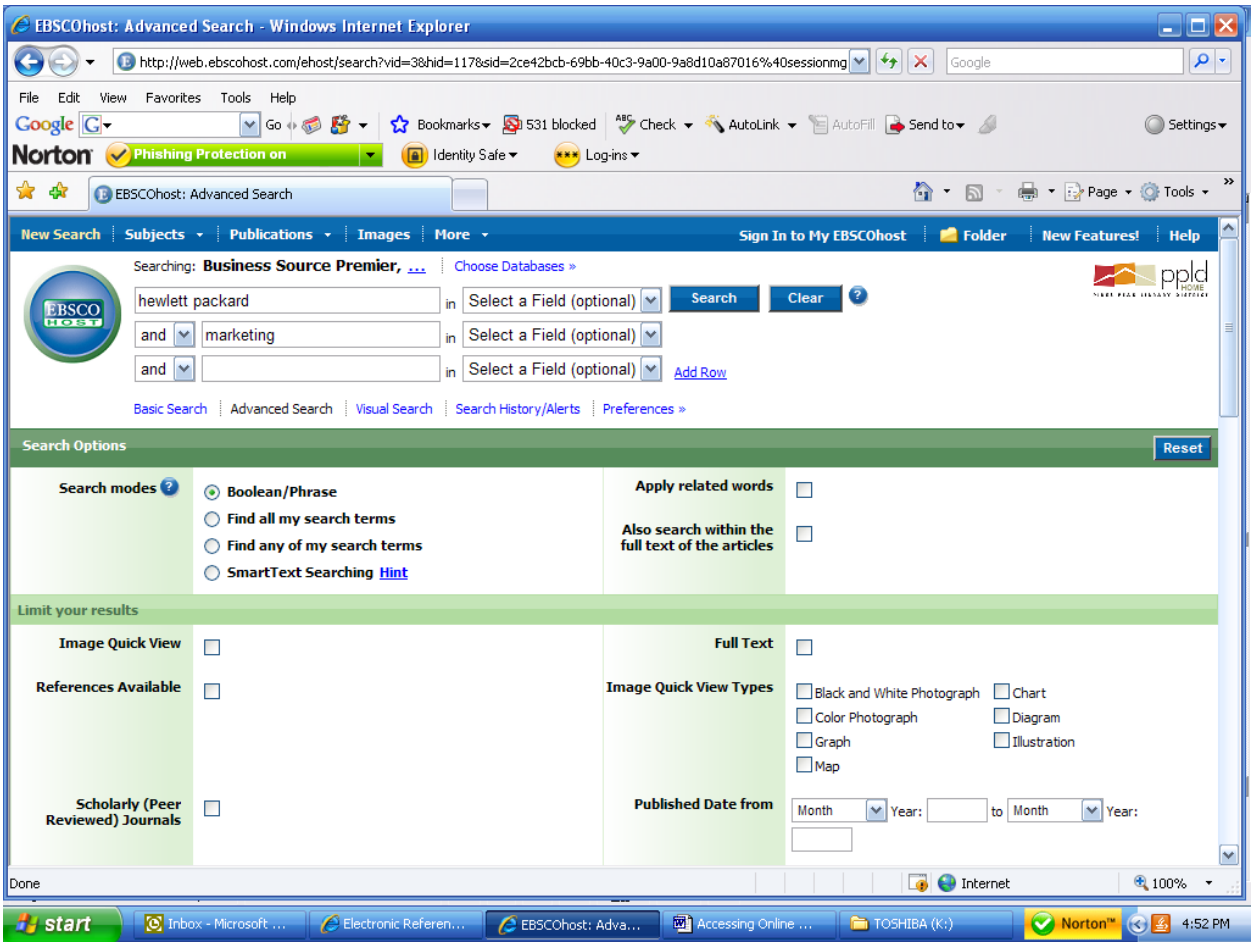
To find the All-In-One Search database:

1. Go to the library's homepage at ppld.org
2. Choose **Research**
3. Choose **Business/Finance**
4. Choose **All-In-One Search**. To select the individual databases that you want to search, click the box next to the title and click enter.
5. Type in your library card number as the password and your pin number.

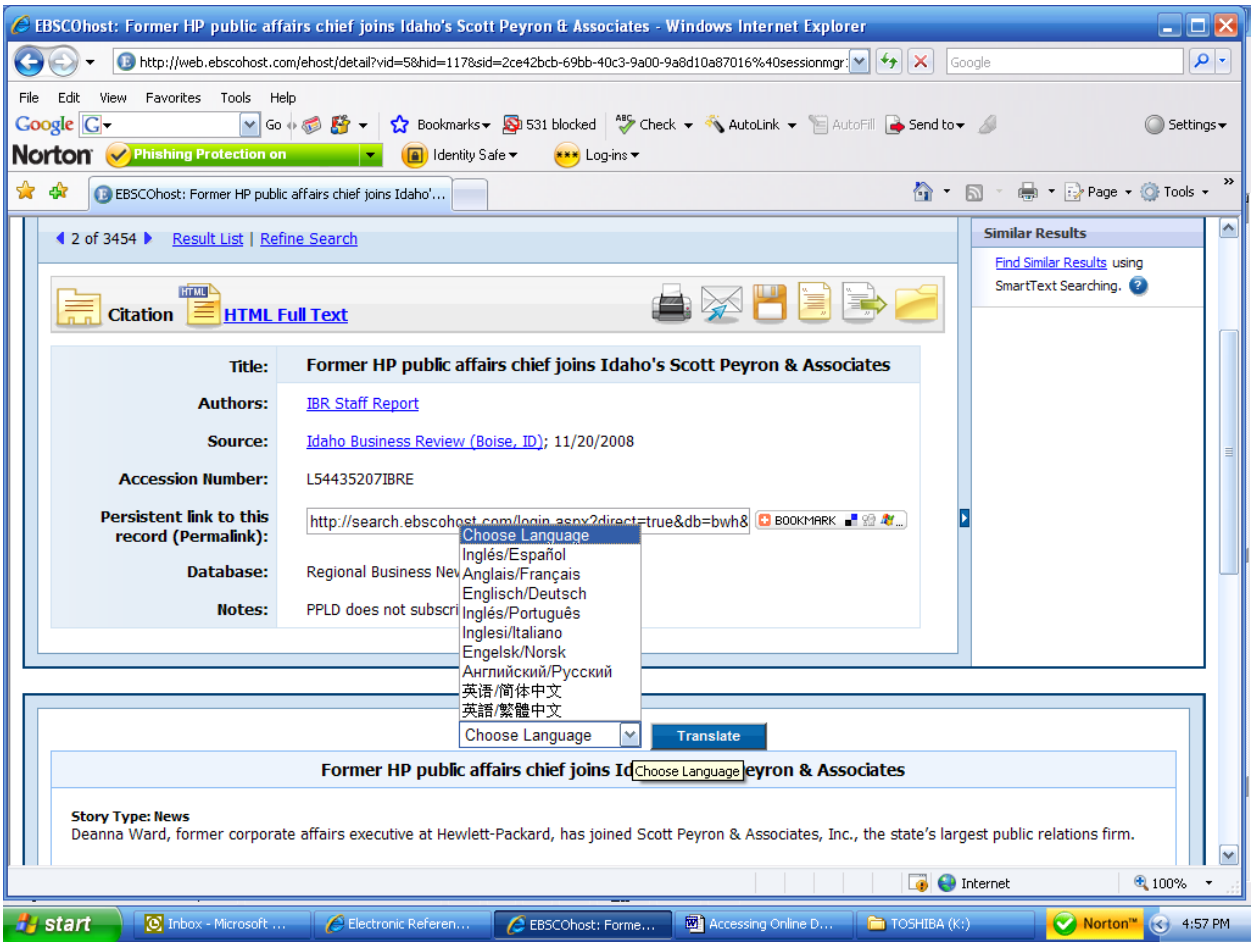
There are two main searches in this database: keyword search and advanced search. The keyword search is a basic search for a one word or phrase. Type in the information you want and it will retrieve everything that it finds. You can denote a specific magazine or newspaper that you want to search or a date of publication if you want. You can also specify full text, though this may exclude articles because some publications, like the *Wall Street Journal* are not full text. Your search word(s) will be highlighted when you bring up the articles retrieved.



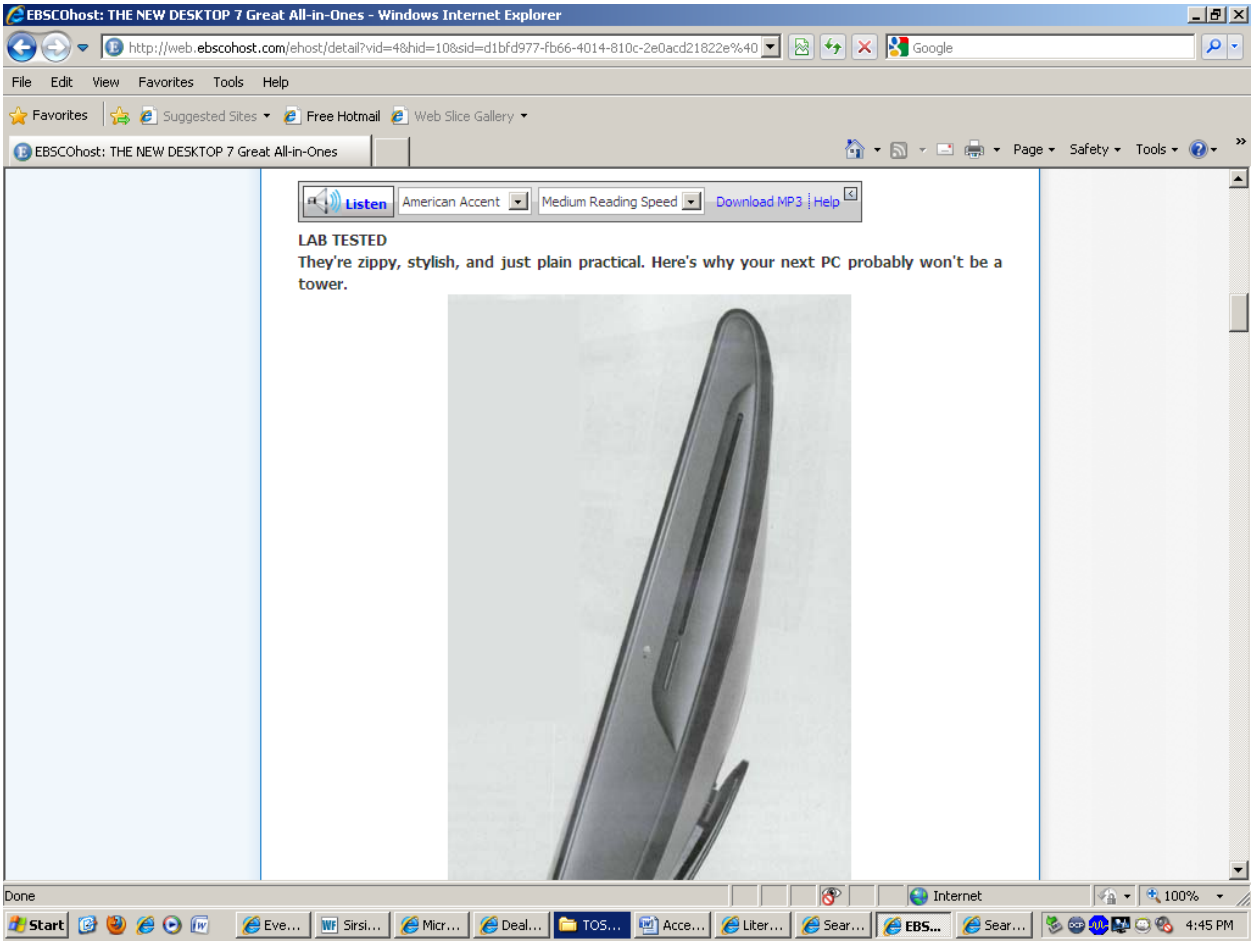
You can also do an advanced search which allows you to do Boolean searching using the *and*, *or*, and *not* capabilities of the system. You can then identify the fields you want to search such as author, keyword, subject, or journal. This will pick up search terms when they appear in the same article, but not next to each other.



One attribute that the database has allows you to translate the full text article to another language if your first language is not English. Currently you can choose from over 20 languages. The citation remains in English but the text of the article is translated to the language chosen by you. You can also listen to or download to listen to the article in three accents and speeds. These are free services and can be used by you in many different ways to benefit your business.



You can now also have it read to you in an American accent, a British accent or an Australian accent in a slow, medium or fast speed or download it to an MP3 player to listen to later.



If you need assistance using this database from your home or office call 389-8968 during library hours.

1/2014
TZ