

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.

The screenshot shows a web browser window titled "ReferenceUSA - Job Search - Windows Internet Explorer". The address bar displays the URL <http://www.referenceusa.com/UsJobs/Search/Quick/b45eab11beba4cdd910e75c11d509628>. The browser's Favorites bar shows several links including "ReferenceUSA - Job Search". The main content area features the "referenceUSA" logo and a navigation menu with links: Home, About Us, Data Quality, Take a Tour, Customers, Contact Us, FAQs, Resource Center, Job Help, and Library Locator. Below the navigation menu, there is a section titled "Available Databases" with a tabbed interface. The "Job Search" tab is active, showing a "Quick Search" form. The form includes instructions: "Fill out one or more of the following criteria boxes, then click 'View Results' button." There are two input fields: "What (Job title, Keyword or Company Name)" with the text "computer technician" and a "Search Tips" link; and "Where (City, State or ZIP Code)" with the text "colorado springs, co" and a link "Or, select region on a map." At the bottom of the form are two buttons: "CLEAR SEARCH" and "VIEW RESULTS". The Windows taskbar at the bottom shows the Start button and several open applications: "PC Reservation@ Reser...", "SirsDynix: Symphony Wo...", "5 Internet Explorer", and "Document1 - Microsoft ...". The system clock shows "6:39 PM".

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

ReferenceUSA - Job Search Results - Windows Internet Explorer

http://www.referenceusa.com/UsJobs/Result/b45eab11beba4cdd910e75c11d509628

referenceUSA®

Home About Us Data Quality Take a Tour Customers Contact Us FAQs Resource Center Job Help Library Locator

Available Databases jobs by indeed

U.S. Jobs

98 Results

Page 1 of 4

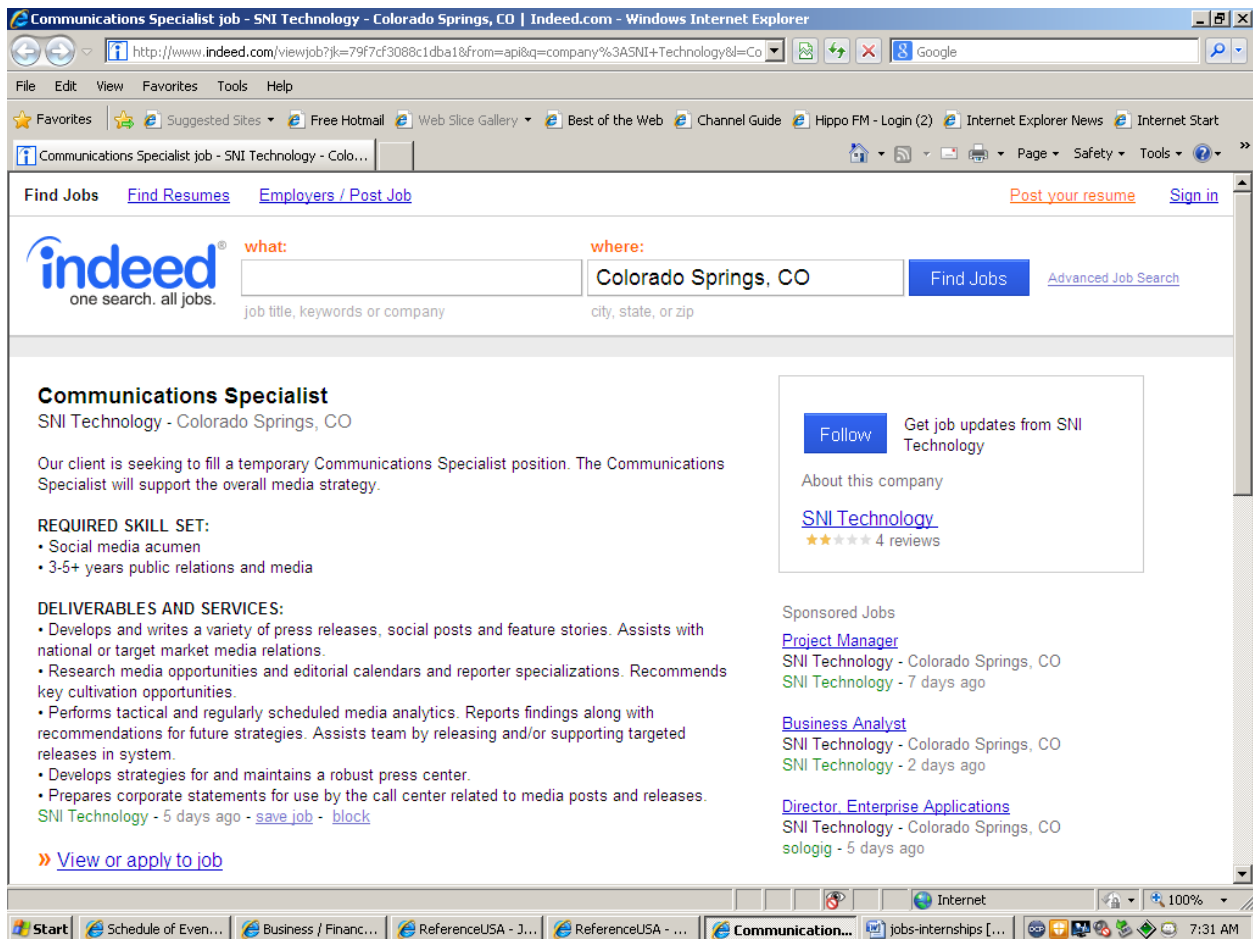
Revise Search New Search

Job Help Email

Job Title	Company Name	Location	Date Posted
<input type="checkbox"/> Need a Computer Repair Technician	i	Colorado Springs, CO	01 Jan 2014
<input type="checkbox"/> Assembly Technician	i Jez Enterprises, Inc	Colorado Springs, CO	18 Nov 2013
<input type="checkbox"/> INVESTIGATOR/CRIME LAB TECHNICIAN - Programs Av...	i CourtCareers.com	United States	31 Dec 2013
<input type="checkbox"/> Desktop Technician II	i Volt Information Sciences	Colorado Springs, CO	09 Jan 2014
<input type="checkbox"/> EKG Technician	i Centura	Colorado Springs, CO	09 Jan 2014
<input type="checkbox"/> Residential HVAC and Refrigeration Repair Techn...	i SEARS Home Services	United States	27 Dec 2013
<input type="checkbox"/> HVAC Controls Technician	i SBF Search, LLC	United States	14 Dec 2013
<input type="checkbox"/> Wireline Electrical Tool Technician	i Swift Worldwide Resources	United States	03 Jan 2014
<input type="checkbox"/> Environmental Field Technician/Environmental Sc...	i ARCADIS U.S. Inc	Colorado Springs, CO	10 Jan 2014

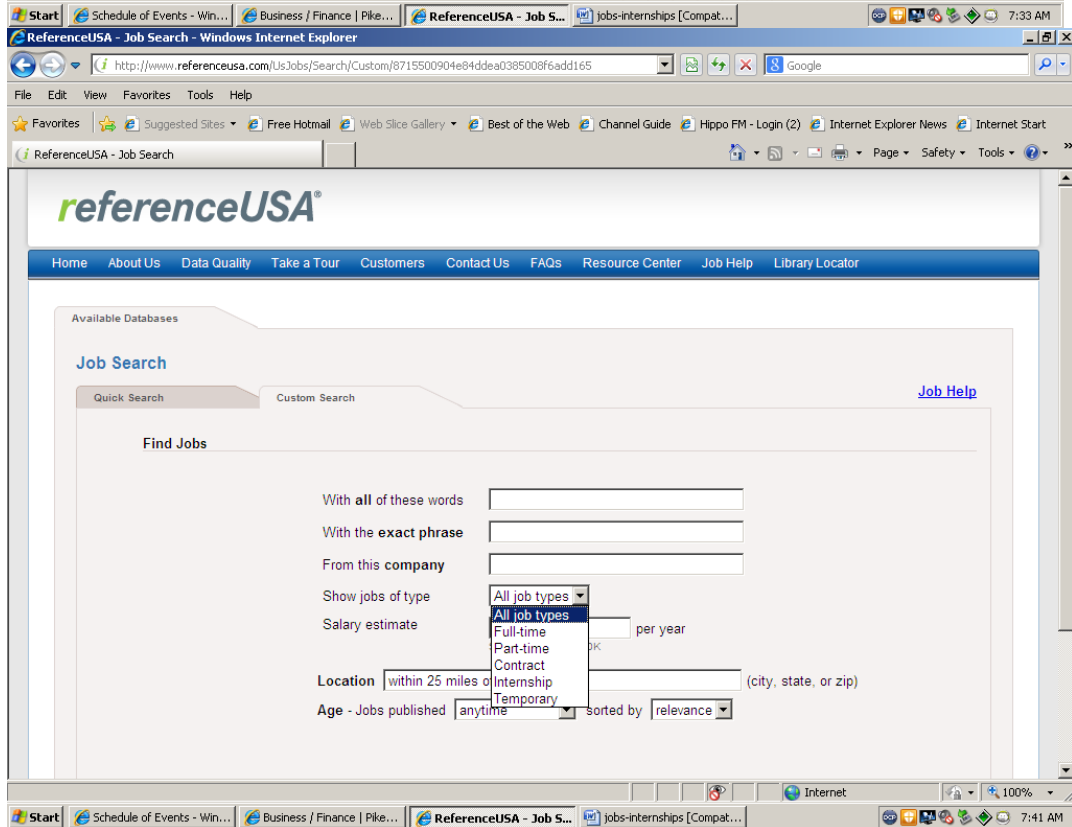
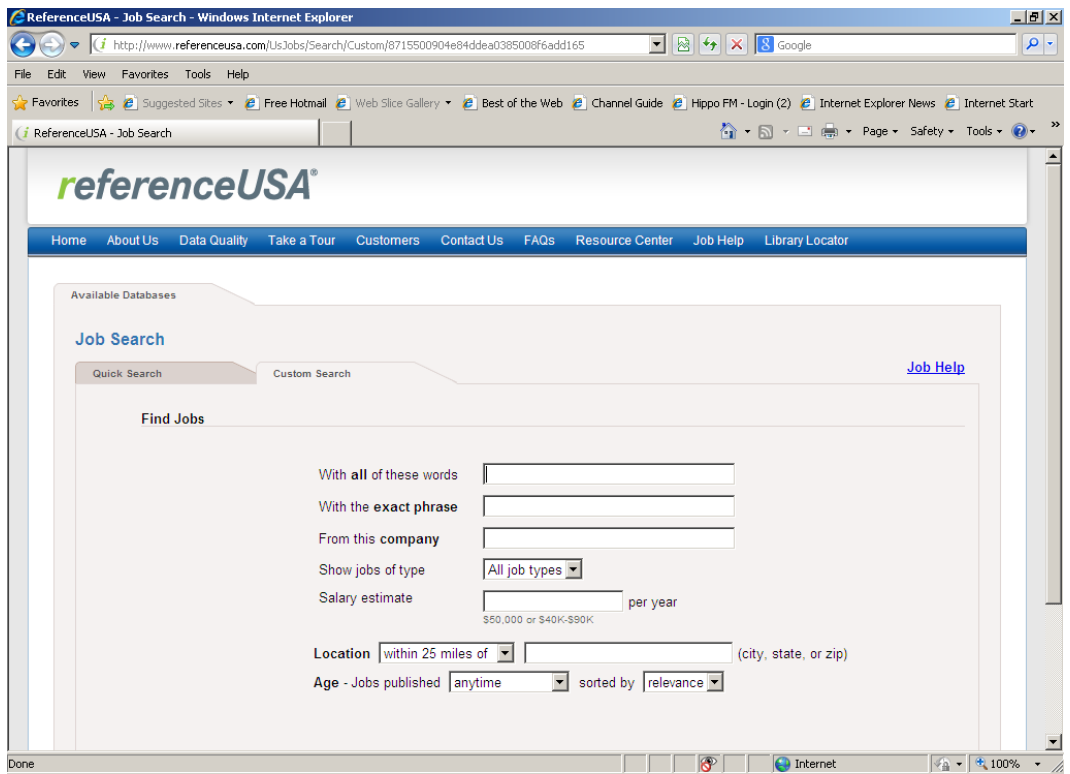
Some of the positions are through staffing agencies or other advertising sources such as schools and industry organizations as well as company names. All are listed through Indeed. The company names are shown in blue under company name; others are agencies or other sources. Some of the listings that 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/5bbddf59215945418f06ea8114e0cc7d#

File Edit View Favorites Tools Help

ReferenceUSA - Job Search

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

Salary estimate per year
\$50,000 or \$40K-\$90K

Location (city, state, or zip)

Age - Jobs published sorted by

Start Schedule of Events - Win... Business / Finance | Pike... ReferenceUSA - Job S... jobs-internships [Compat... 7:45 AM

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

GETOFFICE JOBS.NET

Positions are Limited- Don't Wait, Apply Now!

Office Employee (Training Available) (GOJ2570Z)

Job Description

GetOfficeJobs.net is staffing for Part-Time and Full-Time Office Employees. Individuals will be responsible for performing clerical and secretarial tasks. We are looking for individuals willing to perform various tasks in an office environment. No experience is necessary to sign up for this position. Don't wait! Sign up now!

Job Duties

- Collect and count money while completing bookkeeping tasks
- Communicate with customers and employees
- Answer telephones and direct to necessary departments
- Complete and mail bills and invoices

About GetOfficeJobs.net

GetOfficeJobs.net is an office staffing and recruitment industry leader. We offer job applicants the opportunity to work for our clients in either full-time or temporary positions. We pride ourselves on our strong commitment to client satisfaction, and our focus on helping our employees find their next job.

Don't Wait! Fill out a Profile Now!

Get Office Jobs In: Colorado Springs, Colorado

First Name:

Last Name:

Email Address:

Zip Code:

Phone: - -

Next

☒ Yes! I am over 18 and interested in employment by

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:

ReferenceUSA - Job Search - Windows Internet Explorer

http://www.referenceusa.com/UsJobs/Search/Custom/5bbddf59215945418f06ea8114e0cc7d#

Search (Alt+Enter to search in a new tab)

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 king soopers

Show jobs of type Full-time

Salary estimate per year \$50,000 or \$40K-\$90K

Location only in Colorado Springs, CO (city, state, or zip)

Age - Jobs published within 15 days sorted by date

ReferenceUSA - Job Search Results - Windows Internet Explorer

http://www.referenceusa.com/UsJobs/Result/5bbddf59215945418f06ea8114e0cc7d

Home About Us Data Quality Take a Tour Customers Contact Us FAQs Resource Center Job Help Library Locator

Available Databases

U.S. Jobs

2 Results

jobs by indeed

Revise Search New Search

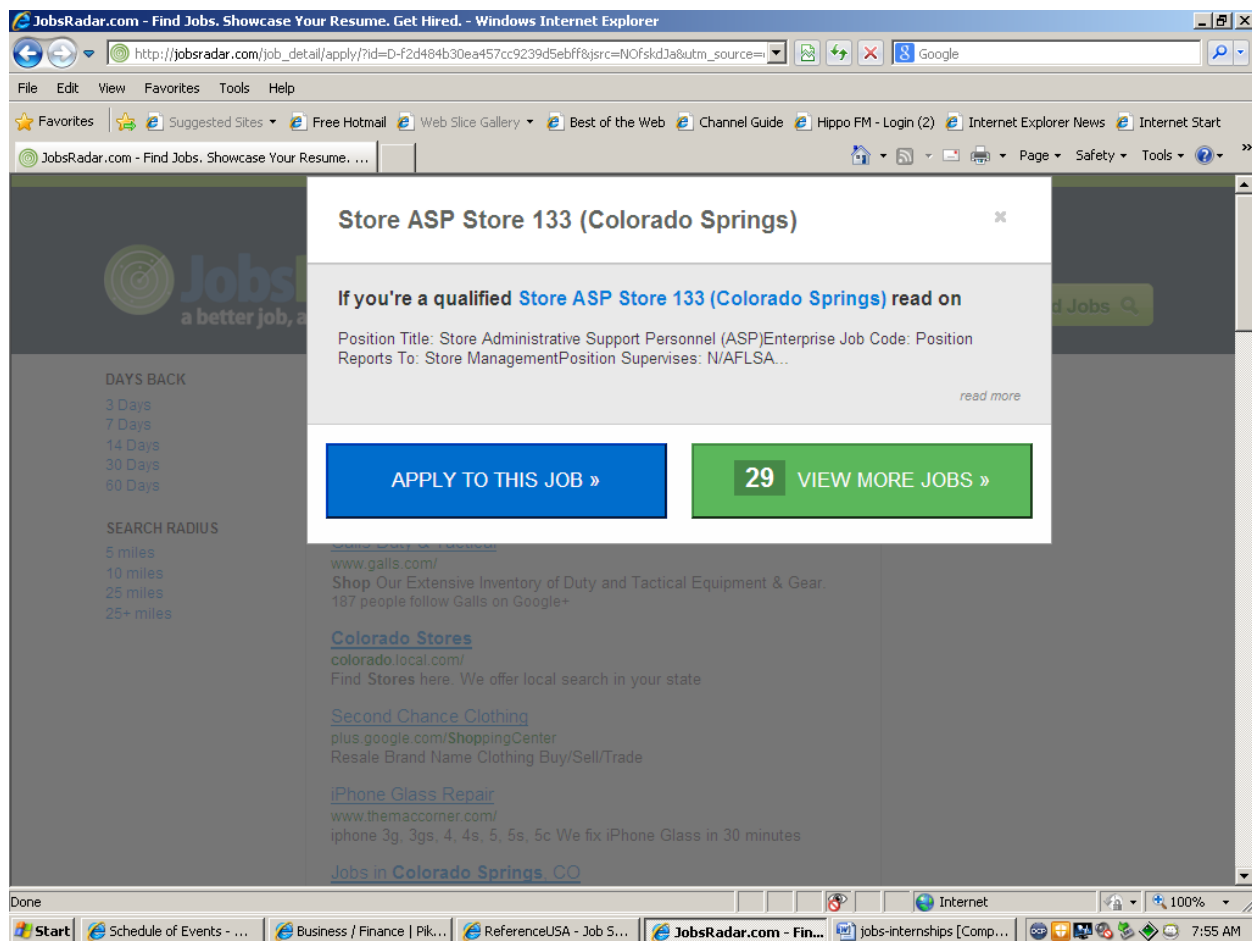
Job Help Email

	Job Title	Company Name	Location	Date Posted
<input type="checkbox"/>	Store ASP Store 133 (Colorado Springs)	King Soopers	Colorado Springs, CO	10 Jan 2014
<input type="checkbox"/>	Store ASP- Store 133 (Colorado Springs) Jobs in...	King Soopers & City Market	Colorado Springs, CO	09 Jan 2014

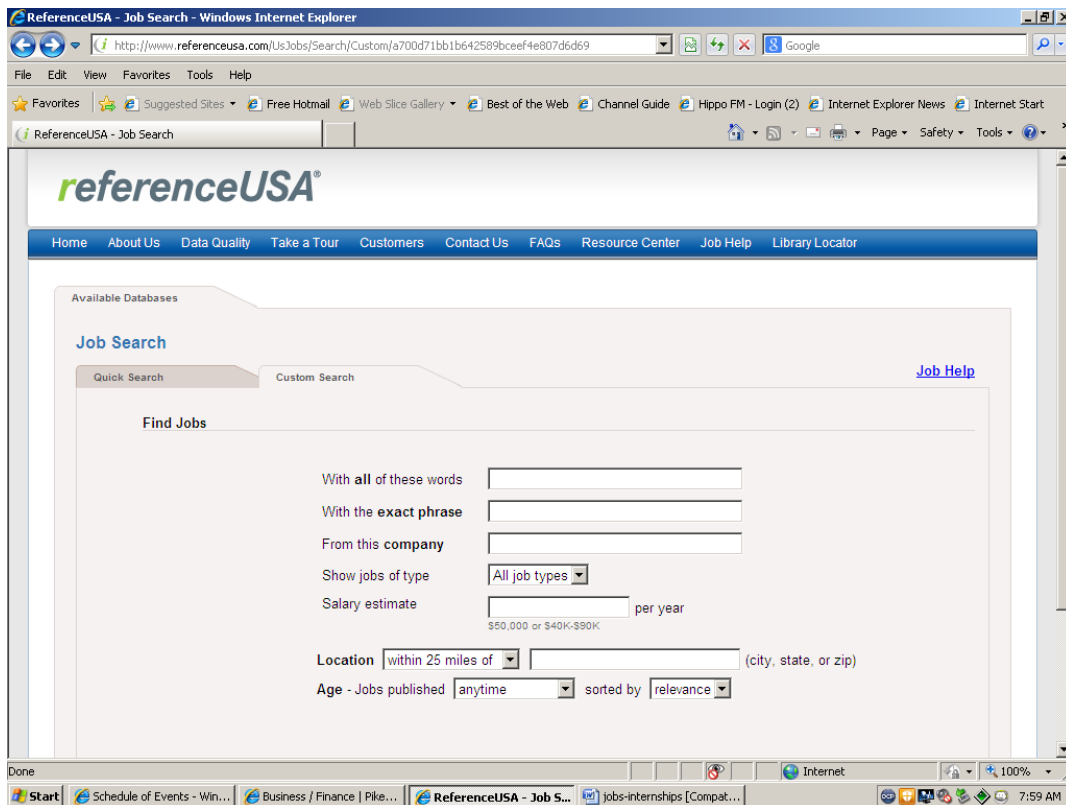
Job Help Email

Revise Search New Search

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.





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

http://www.referenceusa.com/UsBusiness/Detail/One/ad480de036ee43aea840d1d3ab67431c?recordId=9

File Edit View Favorites Tools Help

ReferenceUSA - Detail

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

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	<input type="text"/> miles	FIND SIMILAR FIND ALL ADVANCED RADIUS SEARCH	

Start Schedule of Even... Business / Financ... ReferenceUSA - J... Career Tests and ... ReferenceUSA - ... jobs-internships ... 8:07 AM

ReferenceUSA - Detail - Windows Internet Explorer

http://www.referenceusa.com/UsBusiness/Detail/One/ad480de036ee43aea840d1d3ab67431c?recordId=9

File Edit View Favorites Tools Help

ReferenceUSA - Detail

Nearby Businesses Competitors Report

[Back to top](#)

Job Listings

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

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 Suppls/Rel Equip Whlsrs	✓ Primary

Start Schedule of Even... Business / Financ... ReferenceUSA - J... Career Tests and ... ReferenceUSA - ... jobs-internships ... 8:11 AM

ReferenceUSA - Detail - Windows Internet Explorer

http://www.referenceusa.com/UsBusiness/Detail/One/ad480de036ee43aea840d1d3ab87431c?recordId=9

File Edit View Favorites Tools Help

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Business Profile

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

PRINT MAP

Done

Start Schedule of Even... Business / Financ... ReferenceUSA - J... Career Tests and ... ReferenceUSA - ... jobs-internships [...]

8:13 AM

ReferenceUSA - Detail - Windows Internet Explorer

http://www.referenceusa.com/UsBusiness/Detail/One/ad480de036ee43aea840d1d3ab87431c?recordId=9

File Edit View Favorites Tools Help

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Business Demographics

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	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available

Done

Start Schedule of Even... Business / Financ... ReferenceUSA - J... Career Tests and ... ReferenceUSA - ... jobs-internships [...]

8:13 AM

ReferenceUSA - Detail - Windows Internet Explorer

http://www.referenceusa.com/UsBusiness/Detail/One/ad480de036ee43aea840d1d3ab67431c?recordId=9;

File Edit View Favorites Tools Help

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Management Directory

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

No news available

Stock Data

Ticker Symbol	Not Available
Stock Exchange	None

Done

Start Schedule of Even... Business / Financ... ReferenceUSA - J... Career Tests and ... ReferenceUSA - ... jobs-internships [...]

ReferenceUSA - Detail - Windows Internet Explorer

http://www.referenceusa.com/UsBusiness/Detail/One/ad480de036ee43aea840d1d3ab67431c?recordId=9;

File Edit View Favorites Tools Help

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Rent & Leasing	Over \$500,000	Technology	Over \$50,000
Telecommunications	Over \$250,000	Utilities	Over \$100,000

Historical Data

Sales Volume

Year	Sales Volume
2010	\$0M
2011	\$0M
2012	\$0M
2013	\$101M
2014	

Number of Employees

Year	Number of Employees
2010	50
2011	50
2012	50
2013	80
2014	

UCC Filings

No Filings to report

The UCC (Uniform Commercial Code) records report property pledged as collateral to creditors. If a

Done

Start Schedule of Events - ... Business / Finance | Pk... ReferenceUSA - Job S... ReferenceUSA - Det... jobs-internships [Comp...]

ReferenceUSA - Detail - Windows Internet Explorer

http://www.referenceusa.com/UsBusiness/Detail/One/ad480de036ee43aea840d1d3ab87431c?recordId=9;

File Edit View Favorites Tools Help

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Name	Location	Phone	Primary Business
Cabinetry Master Build	Colorado Springs, 80919	(719) 598-0639	Cabinet Makers
Commercial Self Storage	Colorado Springs, 80919	(719) 535-2782	Storage-Household & Commercial
Dasher Sports	Colorado Springs, 80919	(719) 266-6187	Sporting Goods-Retail
Electronic Container Corp	Colorado Springs, 80919	(719) 487-8888	Advertising-Television
Epoch Universal Inc	Colorado Springs, 80919	(719) 266-4500	Nonclassified Establishments
Fidelity Real Estate	Colorado Springs, 80919	(719) 264-7876	Real Estate
Garden-The Gods Research Labs	Colorado Springs, 80919	(719) 359-9949	Soaps & Detergents-Manufacturers
Insolutions Inc	Colorado Springs, 80919	(719) 785-7912	Telecommunication Equip/Syst-WHls/Mfrs
Lifesaver	Colorado Springs, 80919	(719) 264-1576	Pavers-Stone Brick Interlocking Etc
YESCO Outdoor Media	Colorado Springs, 80919	(719) 385-0103	Signs (Mfrs)

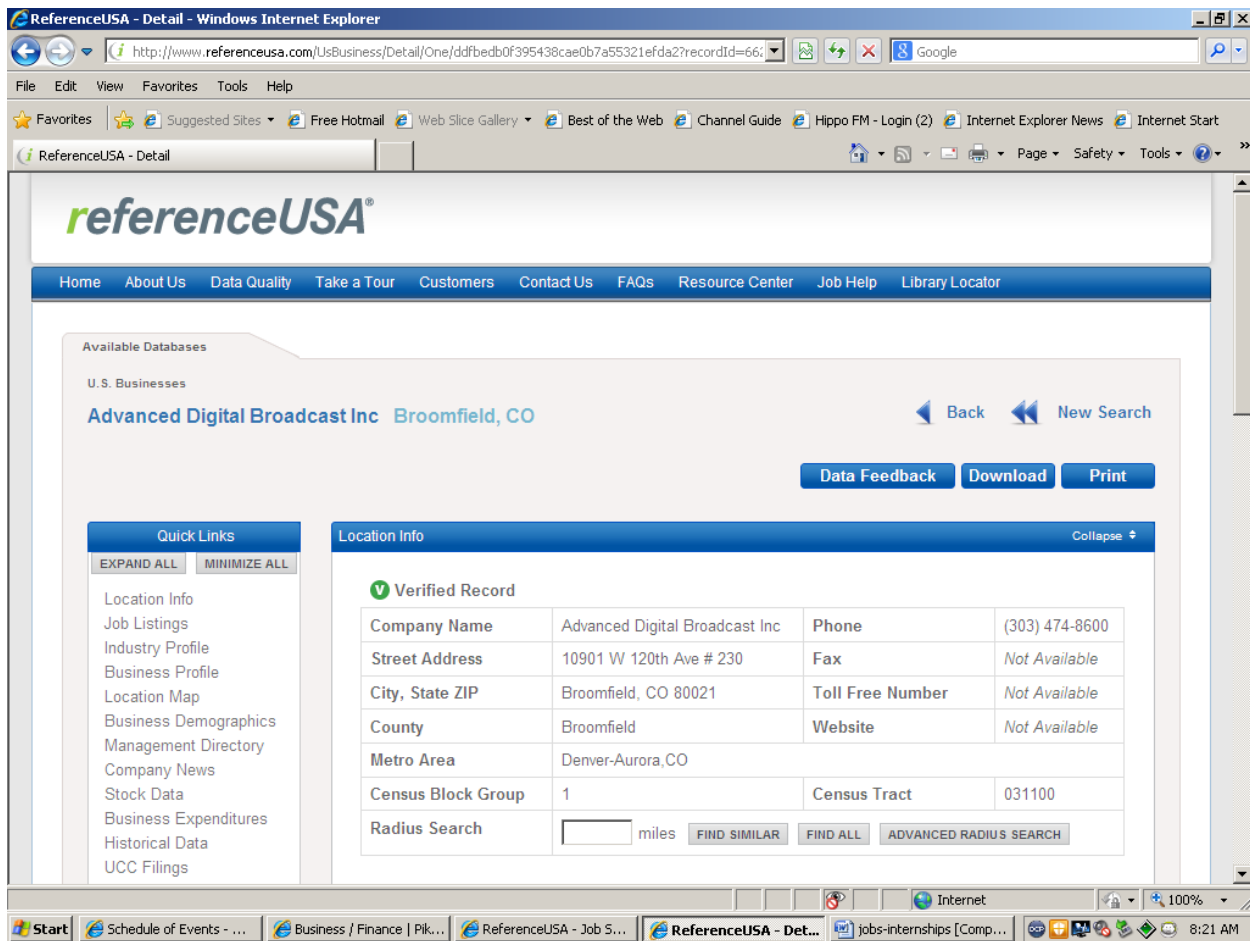
Competitors Report Collapse

Name	Location	Phone
Advanced Digital Broadcast Inc	Broomfield, CO 80021	(303) 474-8600

Done

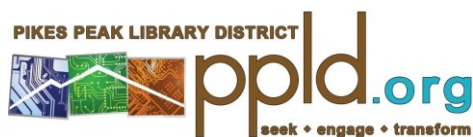
Start Schedule of Events - ... Business / Finance | Pik... ReferenceUSA - Job S... ReferenceUSA - Det... jobs-internships [Comp... 8:19 AM

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.

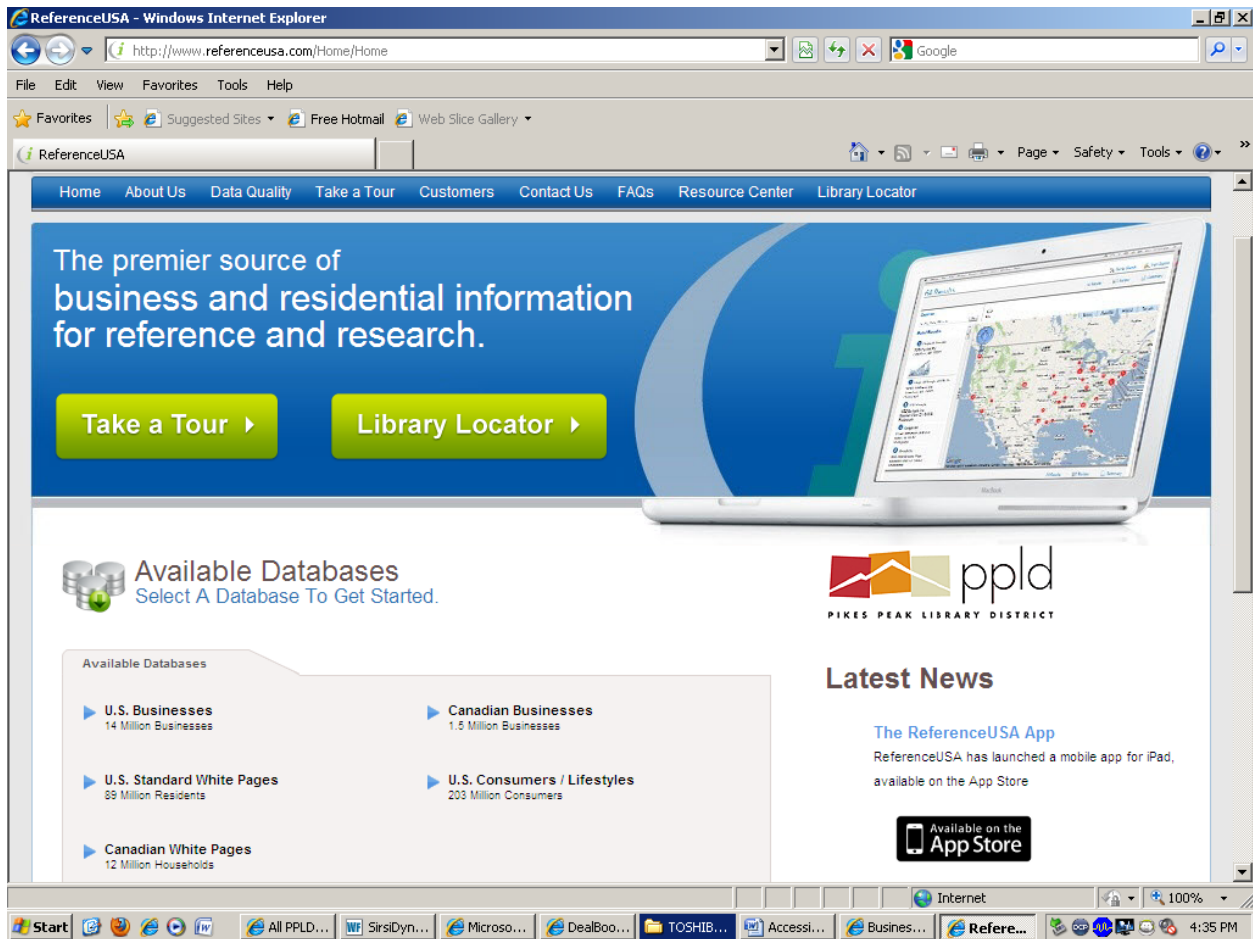
To find Reference USA Information

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 screenshot displays the PPLD.org website interface. At the top, there are links to support pages: <http://support.gale.com/gale/article.html?article=2078>, <http://support.gale.com/gale/article.html?article=2077>, and <http://support.gale.com/gale/article.html?article=1390>. Below these links, the publisher 'Gale' is listed. The main content area features several research tools:

- Local Market Audience Analyst**: Consumer market research tool that delivers sophisticated demographic, segmentation, and targeting data for media planners and consumer marketers. Publisher: SRDS.
- Local Statistics**: Current statistical information reflecting ongoing trends in the Pikes Peak region. Publisher: PPLD.
- Million Dollar Directory**: Find SIC, total employees, legal status, annual US sales dollar equivalent, and more, for 1,600,000 U.S. and Canadian leading public and private businesses. Publisher: Dunn & Bradstreet.
- ReferenceUSA**: Information on 14 million U.S. businesses and 120 million U.S. households. Publisher: InfoUSA.
- Regional Business News**: A full-text news wire database that incorporates business wires from all over the world. Publisher: Ebsco.
- ResumeMaker**: Write resumes, learn interview tips and search millions of job openings from one location.

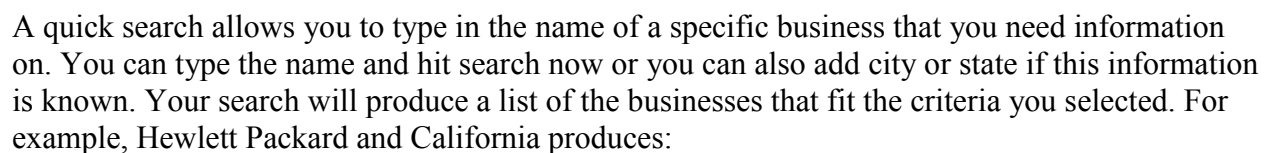
The bottom of the page shows a status bar with the text 'Done, but with errors on page.' and 'Internet | Protected Mode: On'.



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.





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:

The screenshot shows the ReferenceUSA website in a Windows Internet Explorer browser. The address bar displays the URL: <http://www.referenceusa.com/UsBusiness/Detail/17c7203d0c7d41ef9e4070f5b1316923/007518194>. The page is titled "ReferenceUSA - Detail".

Quicklinks: Expand All, Minimize All, Location Information, Business Profile, Industry Profile, Location Map, Business Demographics, Management Directory, Company News, Stock Data, Business Expenditures, Historical Data, UCC Filings, Public Filings, Nearby Businesses, Competitors Report, Brands & Products.

Corporate Tree: Click to view.

Return to Top

Business List:

Franchise	Description
42399010	All Other Durable Goods Merchant Whls
44312001	Computer & Software Stores
54151105	Custom Computer Programming Svcs
54151204	Computer Systems Design Svcs
51821013	Data Processing & Related Svcs
81121206	Computer & Office Machine Repair
54151904	Other Computer Related Svcs
54151903	Other Computer Related Svcs
81131030	Commercial Machinery Repair & Maintenance
54161303	Marketing Consulting Svcs

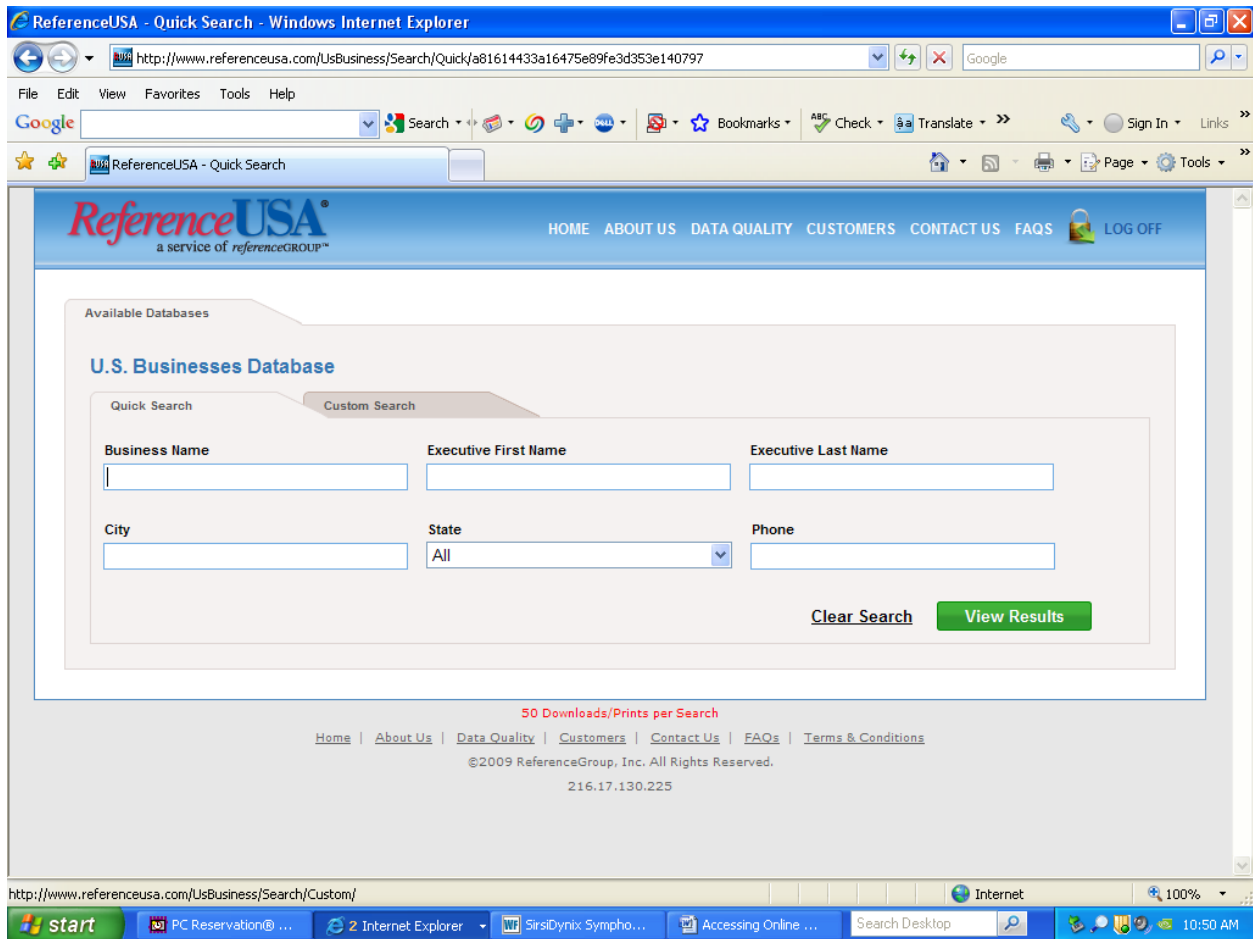
Location Map - Click to Expand [Open](#)

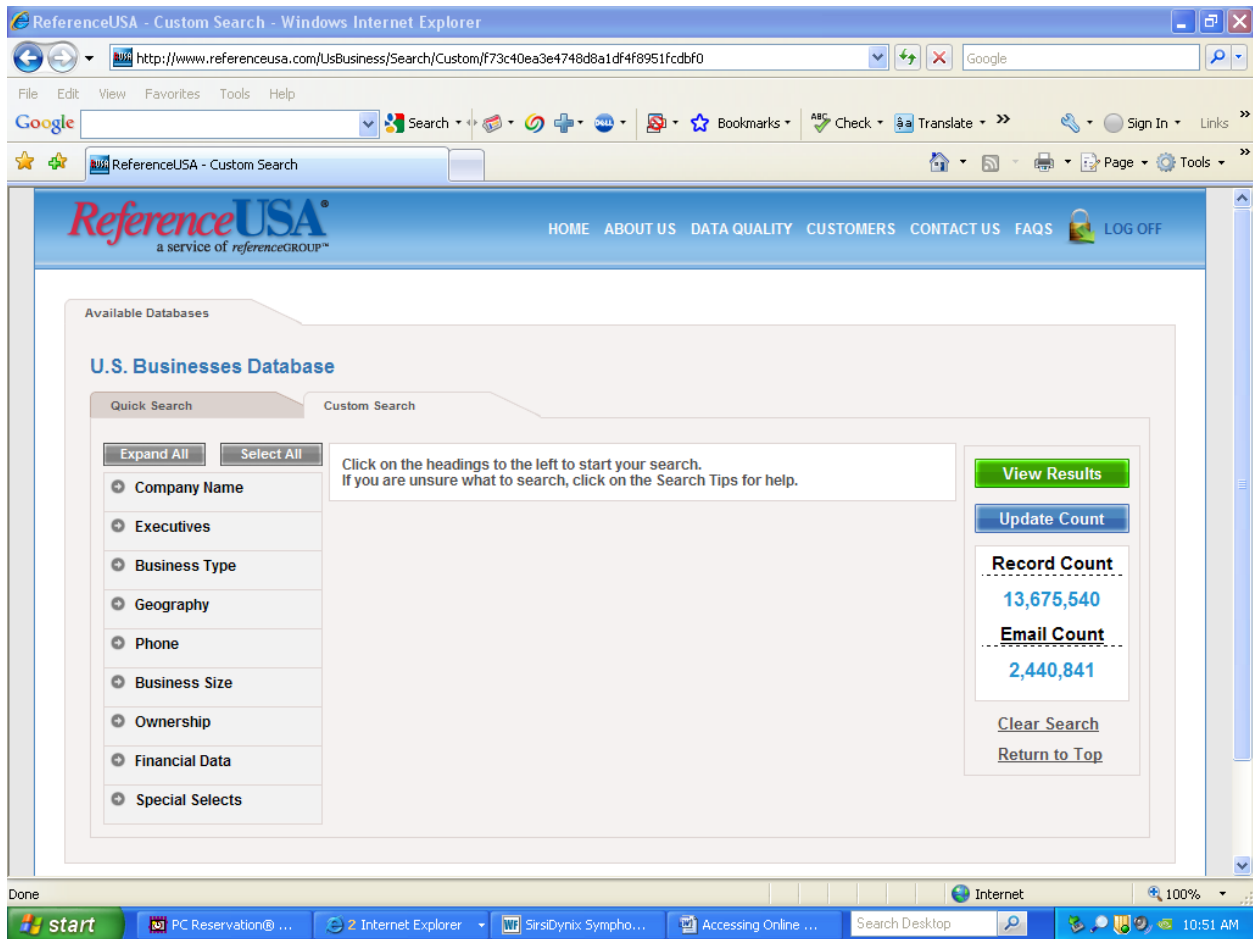
Business Demographics [Close](#)

Location Employees	2,001	Location Sales Volume	Not Available
Corporate Employees	321,000	Corporate Sales Volume	\$118,364,000,000
Type of Business	Public	Location Type	Headquarter
Parent Company	Not Available	Foreign Parent	Not Available
Fortune 1000 Ranking	9	Credit Rating Score	A+
Latitude / Longitude	037.413223 / -122.143789	Credit Cards Accepted	Not Available
Year Established	1939	Years in Database	20
Number of PCs	Not Available	Square Footage	40,000+

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.





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.

The screenshot shows the ReferenceUSA search results page. The search criteria are as follows:

- Company Name:** computer
- Brands and Products:** (empty)
- Executives:** (empty)
- Business Type:** Keyword/SIC/NAICS (checked), Major Industry Group (unchecked)
- Geography:** State (unchecked), City, State (unchecked), Metro Area (checked), ZIP Code (unchecked), Radius (unchecked), County (unchecked), Street Address (unchecked), Neighborhood (unchecked)
- Phone:** Business Phone (unchecked), Area Code (unchecked), Toll Free Numbers (unchecked), Fax Numbers (unchecked)
- Business Size:** (checked)

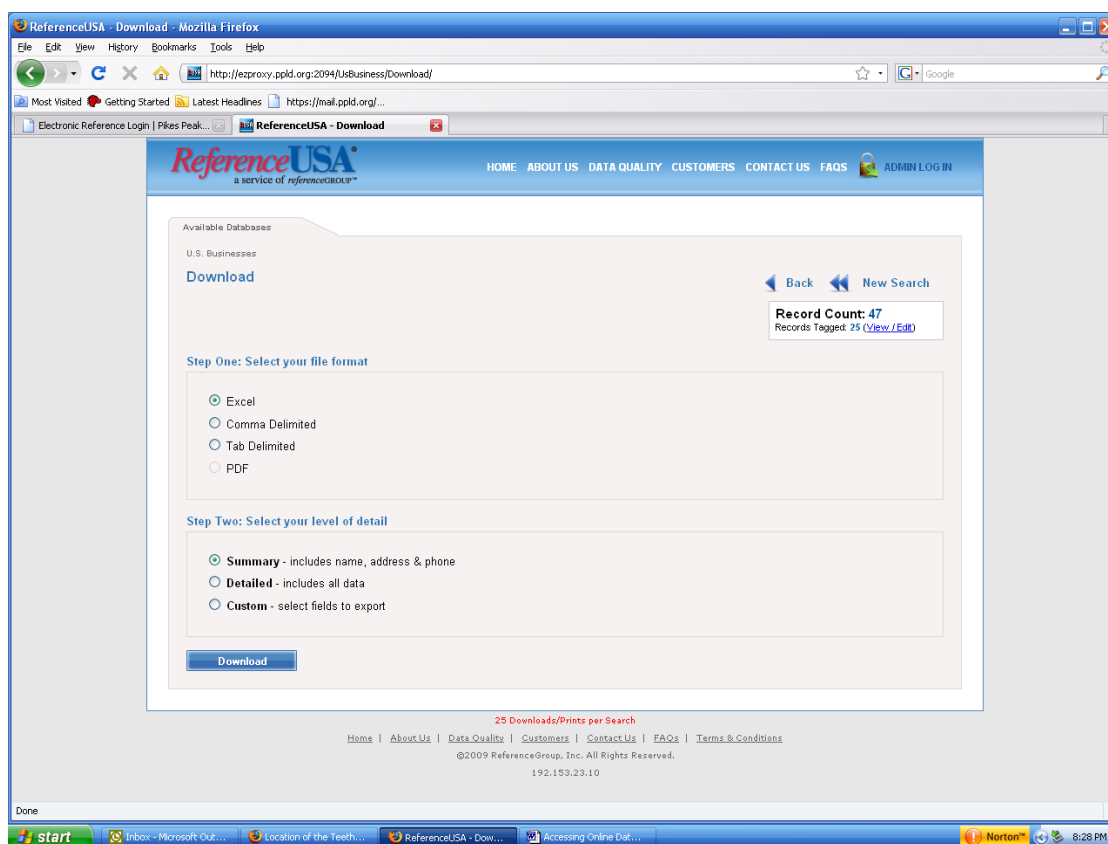
The search results list the following entries:

SIC Code	Description
421226	computer a Electronic equipment Movers
573407	computer & Equipment Dealers
781925	computer Animation
737403	computer Bulletin Boards
737806	computer Cleaning
506564	computer Communication Technology (Whol)
737905	computer Consultants

The 'Record Count' is 6 and the 'Email Count' is 0. The page also includes a 'View Results' button, an 'Update Count' button, and a 'Clear Search' button.

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.

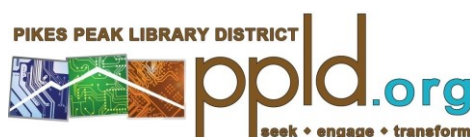
You may choose to click on any or all of the indexes that come up when you choose this database. It allows you to simultaneously search multiple databases thereby saving time and typing, as you don't have to repeat your search strategy by entering the databases individually. These databases include **Business 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.

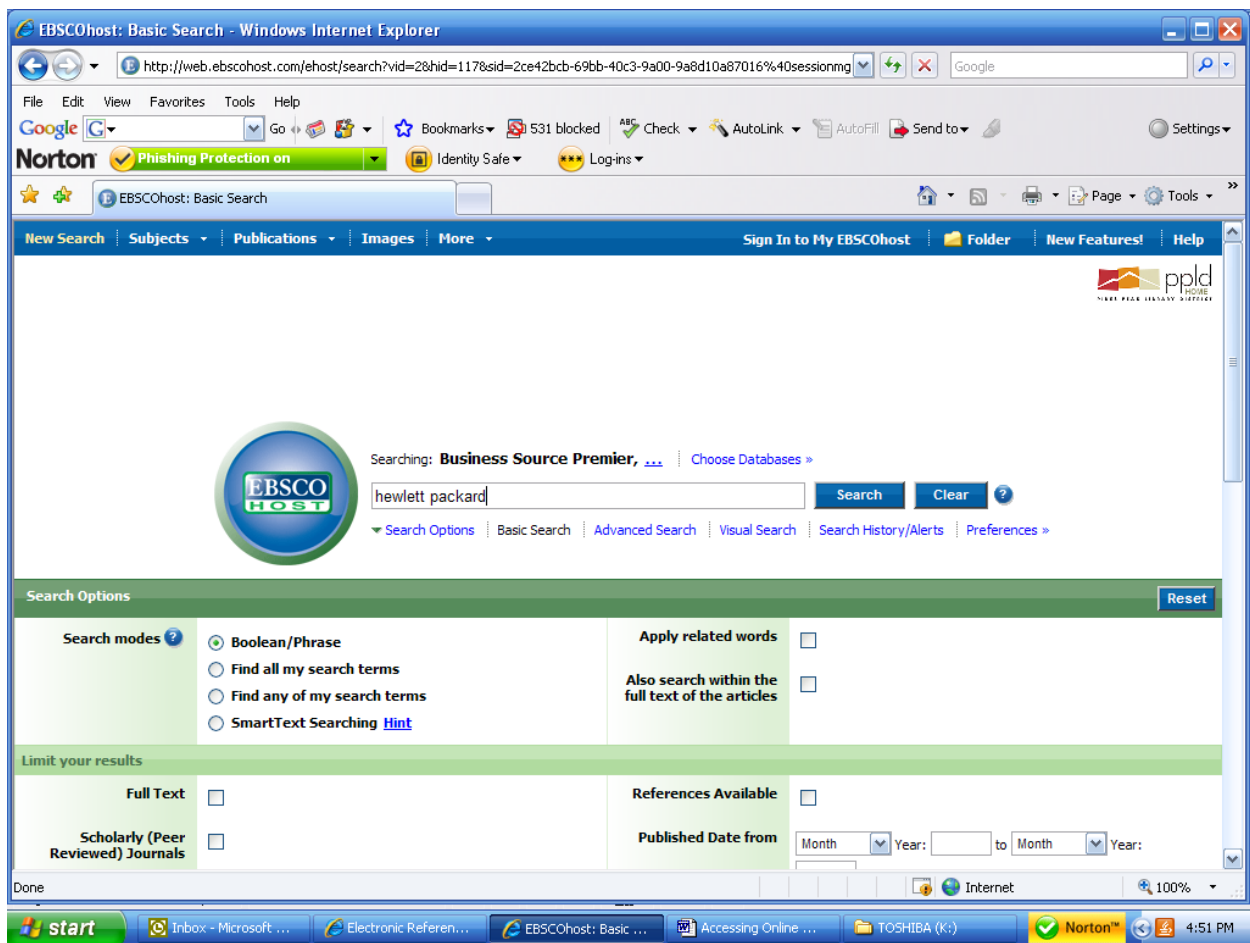
Pikes Peak Library District patrons have remote access to this database, if they have a library card from us that starts with the number 4. The 4 indicates that you are a resident or property owner of El Paso County (excluding residents of Manitou Springs, Woodland Park and Security-Widefield.) If you 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:

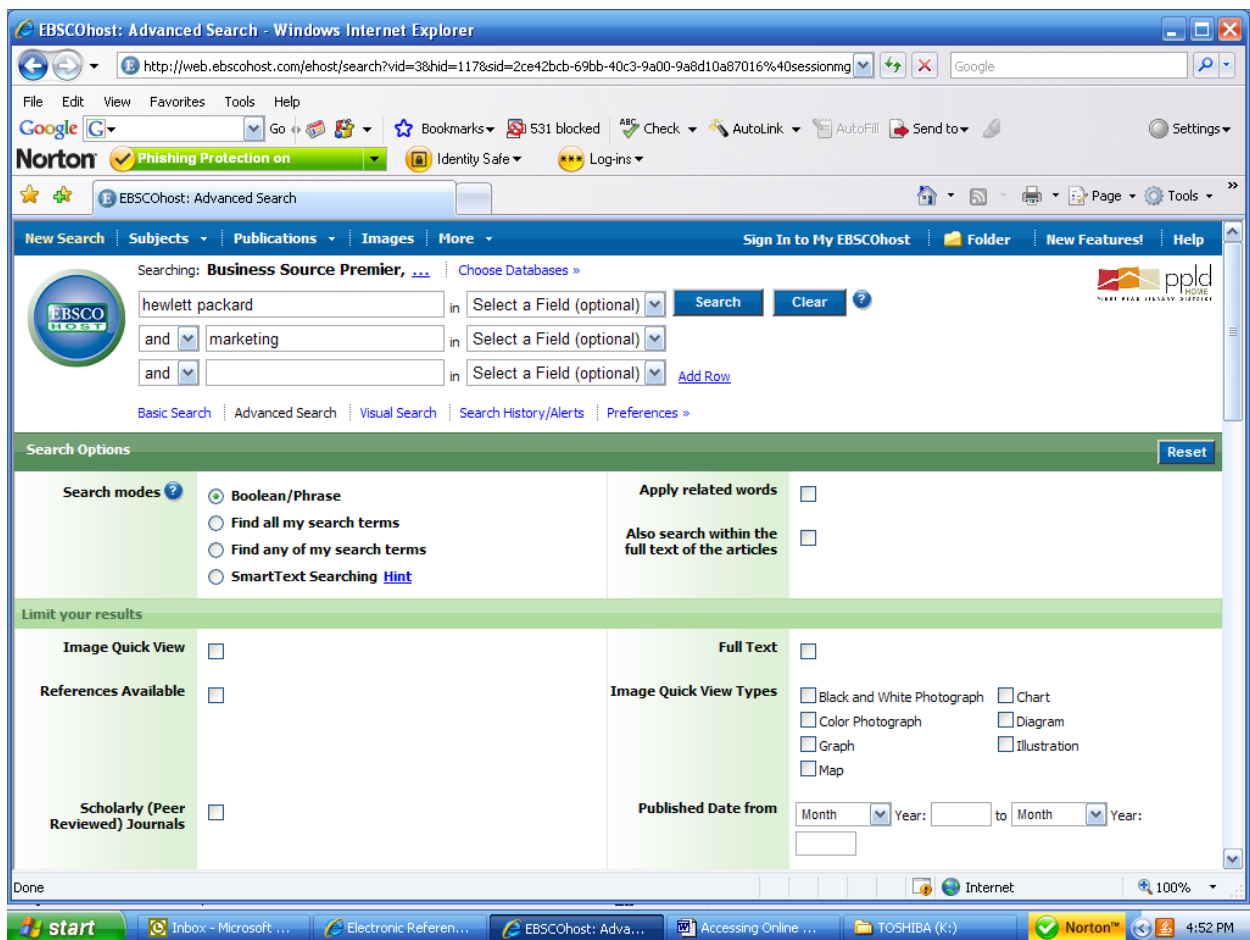
1. Go to the library's homepage at ppld.org
2. Choose **Research**
3. Choose **Business/Finance**
4. Choose **All-In-One Search**. To select the individual databases that you want to search, click the box next to the title and click enter.
5. Type in your library card number as the password and your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

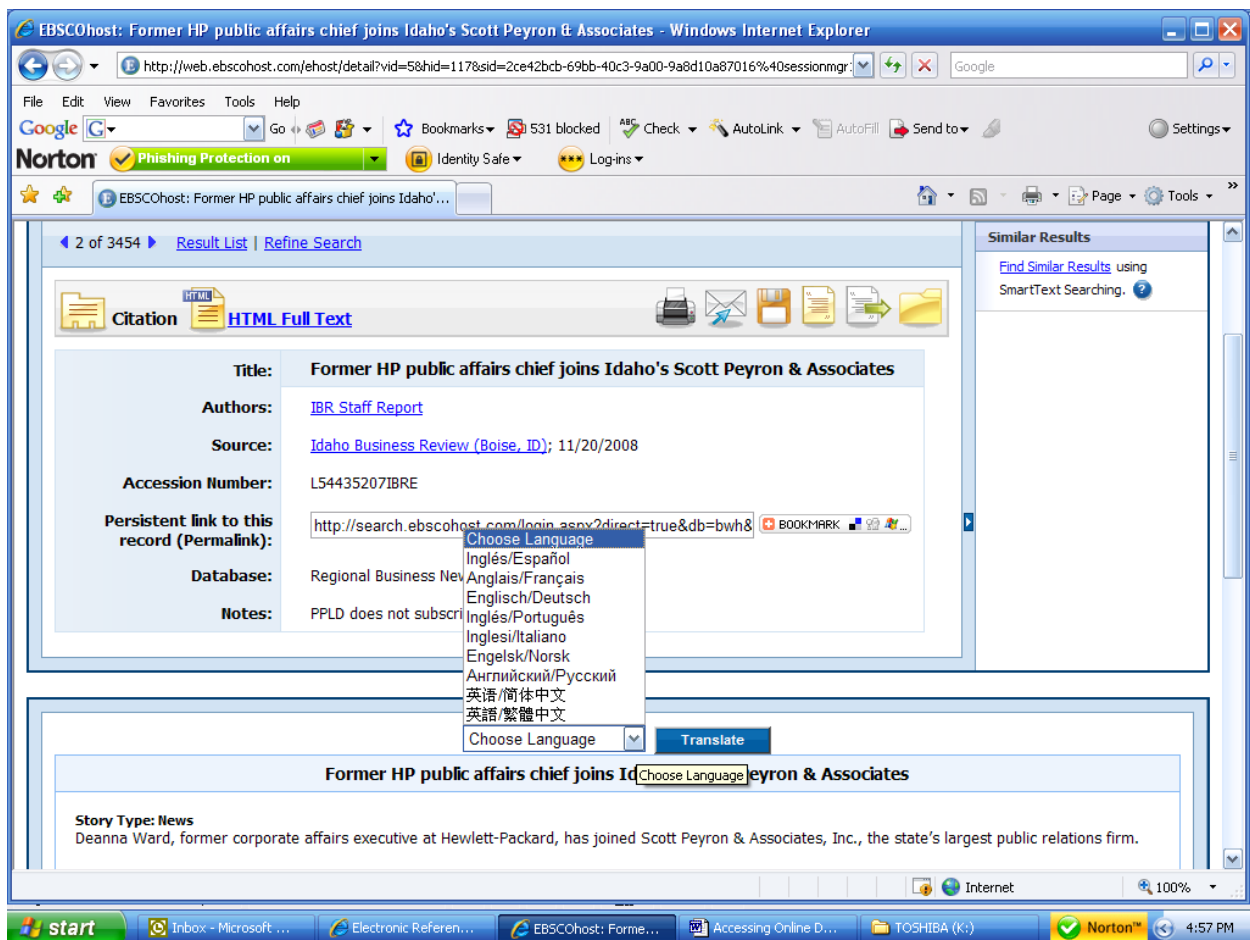




You can also do an advanced search which allows you to do Boolean searching using the *and*, *or*, and *not* capabilities of the system. You can then identify the fields you want to search such as author, keyword, subject, or journal. This will pick up search terms when they appear in the same article,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

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