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Finding Information on Accounting & Finance

In order to produce good quality assignments, you should be using a range of different sources and materials. ***It is important to realise that you should be making use of QUALITY sources only, rather than simply relying on such as Wikipedia.*** This handout will help you find a wide range of **quality** material in the field of accounting and finance.

If you are struggling to find what you need - ask the Learning Centre staff.



• Online Resources

The Learning Centre has bought licences to a range of specialised databases to help you find **QUALITY** material that has been assessed by fellow experts (peer-reviewed); these databases are **NOT** available freely via the web and should be a key part of your research.

To log in to these databases, you need your OPEN ATHENS password. You need to COME INTO THE LEARNING CENTRE to fill in a form for this password. *It is important that you do this as soon as possible.* You will then be given your username and password **Please make a note of these!**

Once you have your OpenAthens password, go to

<http://intolearningcentre.co.uk/online-resources/> and click on the

OpenAthens logo



You will then have access to the following databases:

- **EBSCO Discovery**

Provides a quick and easy way to search over 7,000 academic and business journals as well as electronic books. You can access the databases from INTO Manchester or at home. Good for politics, business research, marketing, management, accounting, finance and economics. Provides access to company information. Many of the journal articles you find will also have the full text with them for you to read. **The Learning Resource Centre has 2 detailed guides on how to use Ebsco Discovery. Please ask the staff.**

- **Electronic/ E-Books**

Electronic books covering key topics in accounting are also available and you can use these both at INTO Manchester or at home. As well as searching for a full book, you can also search

across **ALL** the pages in available books, all at the same time, for the topic you are interested in.

Electronic books are available via Ebook Central and Ebsco Discovery which you find at <http://intolearningcentre.co.uk/online-resources/> You need your **OpenAthens** password to log in **There are separate leaflets on how to use E-Books (Simple Guides 17/18)**

- **Books**

Your teacher will recommend key texts that you should read as part of your studies: most of these should be available in the Learning Centre. To find both paper and electronic

books you need to search using the Library Catalogue. The catalogue is available via the Learning Centre website at

<https://intolearningcentre.co.uk/>

The Library Catalogue gives you the “Dewey number” of the book. This will help you find it on the shelf as all books in the Learning Centre are organised in Dewey number order

The Dewey number for accounting is **657**

Details of how to use the catalogue efficiently are available in **Guide 4**

Finding a Book in the Learning Centre



You need your OPEN ATHENS password to use the INTO Manchester databases. If you do not have one, ask the Learning Centre staff

- **Use Moodle**

Your tutors will have put valuable material on Moodle, the Virtual Learning Environment. **It is important that you log in and gain access to the International Foundation Accounting area of Moodle.**

This is available via the Learning Centre website at <http://intolearningcentre.co.uk/> **Select Moodle.**

Useful Websites

The internet is full of information resources for you to use for your studies. However, it is **VERY** important that you use information from reputable sources only.

Anyone can (and many do!) set up a website just to fool people/ promote their own point of view, so you need to be careful about which sources you use.

As a minimum, when searching the web, you should be making use of search engines such as **Google Scholar** rather than Google itself so you know you will find some “scholarly”/ academic literature.

Google Scholar is available at:

<http://scholar.google.co.uk/>

It is recommended that you make use of **Subject Gateways** that contain web resources that have been evaluated and quality checked by subject experts. Below are some subject gateways you might find of use for your research:

Subject Gateways

- **CORE (COnnecting REpositories)** Free access to millions of open access research papers.
Website: <https://core.ac.uk/>



Manchester Central Library
(a free public library for all) has access to many online journals, via its *Access to Research* system. Ask the Learning Centre staff for more details.

- **Digital Commons Network**

Brings together free, full-text scholarly articles from hundreds of universities and colleges worldwide. **Website:** <http://network.bepress.com/>

- **Directory of Open Access Journals** Gives access to some very useful “peer reviewed” journals for you to use. This means that articles have been checked by fellow experts. Suitable for those carrying out in-depth research. **Website:** <http://www.doaj.org/>

- **JURN** Finds content in over 4,000 FREE ‘open access’ ejournals in the arts and humanities. Provides a useful list of the journals included. **Website:** <http://w.jurn.org/>

Useful Websites: Current Affairs and News

- **BBC News**

Latest UK and World news from the BBC. **Website:** <http://www.bbc.co.uk/news/>

- **British Media Online** An interface to a wide range of major UK daily newspapers, local newspapers, media outlets and industry journals. **Website:** <http://www.wrx.zen.co.uk/britnews.htm>

- **Economist**

An absolute **must** for keeping up-to-date with current ideas and trends in economics. Can read the current print copy of *The Economist* online as well as in print in the Learning Centre. **Website:** <http://www.economist.com/>

- **Guardian Newspaper**

Online version of *The Guardian*, the British daily national newspaper. A limited archive of older items from the paper is also available. Can also be searched via Ebsco Discovery **Website:** <http://www.guardian.co.uk/>

- **Independent Newspaper**

Online version of *The Independent* newspaper, the British daily national newspaper. Has free access to archive of stories back to 1992. Can also be searched via Ebsco Discovery **Website:** <http://www.independent.co.uk/>

Useful Websites: Accounting

- **Accounting Web**

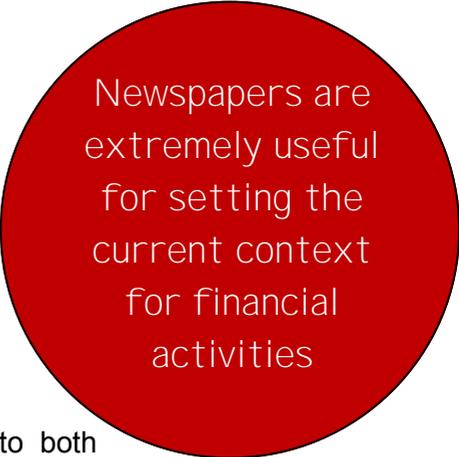
Independent online community for accounting and finance professionals in the UK; although aimed at the accountancy professional, it is valuable for students wanting to keep up-to-date with professional concerns.

Website:

<http://www.accountingweb.co.uk/>

- **AAT: The professional body for accounting technicians**

Gives useful information on accounting qualifications. The news and events page gives you insight into both



Newspapers are extremely useful for setting the current context for financial activities

current concerns as well as professional events in the area. Runs free online study webinars **Website:**

<http://www.aat.org.uk/>

- **Annual Reports Service**

Annual reports from many top companies can be obtained free from this website. The service provides you with quick access to annual reports, quarterly earnings, and other information on selected companies. **Website: <https://www.orderannualreports.com/>**



Make use of other libraries such as Manchester Central Library or the University of Manchester library

Ask Learning Centre staff for details

- **Bank of England**

Gives an overview of the work of the Bank of England, the Central Bank of the United Kingdom. Contains information on monetary policy in the UK and is packed full of statistics on such as trends in lending, exchange and interest rates.

Website: <http://www.bankofengland.co.uk>

- **Office for National Statistics**

A fantastic starting point for a wide range of statistics- population, economic, labour market, health etc. etc.

Website: <http://www.ons.gov.uk/ons/index.html>

- **Business Case Studies**

Uses real information and issues from the companies sponsoring the website to show the complexities of business by using relevant context and content. **Website:** <http://businesscasestudies.co.uk/>

- **United Kingdom Economic Accounts (UKEA)**

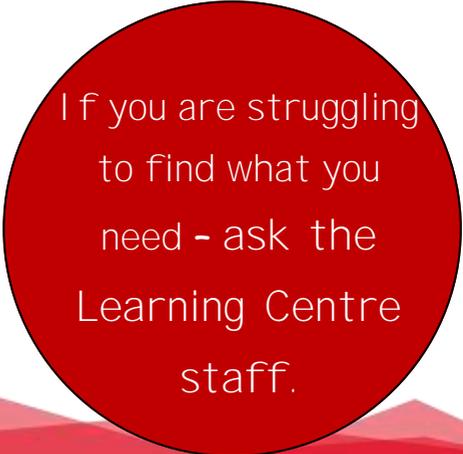
A key source of data on the economy providing detailed estimates of national product, income and expenditure for the UK.

Website: <http://bit.ly/15qZ0rc> (shortened URL)

- **Student Accountant**

This is an online magazine produced by the Association of Chartered Certified Accountants (ACCA) in the UK and mainly aimed at students undertaking its professional and accounting technician training programmes. However, its articles are of general interest to accountancy students.

Website: <http://bit.ly/1m0O7ma> (shortened URL)



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