

Subject Guide to Small Business

Browsing the Small Business Collection

Books on small business will primarily be located in the HD section. In the event that you do not find what you are looking for by simply browsing, please consult Merlin, the online catalog. Below is a table of the Library of Congress Classification scheme for small business-related topics.

HD 28-9999	Industries, Land Use, Labor	HD 62.2-62.8	Management of Special Enterprise
HD 41	Competition	HD 2340.8-2346	Small and Medium-sized Businesses
HD 58	Location of Industry		

Selected Reference Books

- 📖 **Business Plans Handbook** [HD 62.7 .B865, vols. 1,5, 9 and 10 Ref] – Collection of actual business plans compiled by entrepreneurs seeking funding for small businesses throughout North America. Useful to anyone interested in starting a business. Includes directories of funding agencies as well as all Small Business Development Centers in the country.
- 📖 **Encyclopedia of Small Business** [HD 62.7 .H553 2001 2 vols. Ref] – Self-proclaimed “one-stop source for valuable and in-depth information on a wide range of topics of interest to small business owners.” Contains 480 entries.
- 📖 **Entrepreneurship.com** [HD 30.37 .B867 2001 Ref] – Comprehensive guide to online entrepreneurship.
- 📖 **Small Business Job Protection Act of 1996** [KF 6491 .A25 1996 Ref] – Full text of conference bill and committee report of H.R. 3448.

Selected Government Documents

- 📖 **Advertising Practices: Answers for Small Business** [FT 1.2:AD 9/5] – Frequently asked questions regarding best practices for small businesses wanting to advertise. Also online at <http://www.ftc.gov/bcp/online/pubs/buspubs/ad-faqs.pdf>. Published by the Federal Trade Commission.
- 📖 **Introduction to Federal Taxes for Small Business/Self-Employed** [T 22.69:T 19 CDG] – Helps you understand IRS rules and regulations as they pertain to small businesses.
- 📖 **Profile: Who We Are and What We Do** [SBA 1.2:P 94/12/Year] – “Useful guide in locating the appropriate programs for financing, business counseling, and training, and federal government contracting programs within the Small Business Administration.” Roberts-LaForge Library has the 7th edition of this publication.
- 📖 **The Small Business Economy** [SBA 1.1/2:999-2000] – Highlights the economy, small business financing, characteristics of U.S. businesses, and the Regulatory Flexibility Act. Includes several pages of valuable statistical data. Roberts-LaForge Library owns various editions of this publication from 1985-2000 (formerly titled *State of Small Business*). For the online version, please visit <http://www.sba.gov/advo/research/>.
- 📖 **Small Business Resource Guide 2003** [T 22.44/2:3745 2003] – What you need to know about taxes and other business topics. This interactive CD provides forms, publications, and helpful links to agency and association sites.
- 📖 **Virtual Small Business Workshop** [T 22.69:V 81 CDG] – User-friendly program to help you understand your business tax issues. Includes information on business structures, payroll taxes, electronic filing, business expense deductions, record keeping, and the SBA Web site.

Note: Due to the increasing number of government documents being published solely or simultaneously online, many valuable sources will be located at the Small Business Administration’s or related agencies’ Web sites. For more government information, please see the “Selected Web Sites” on the second page.

Selected Databases

- 📖 **Business and Company Resource Center** (1980-present) [INFOTRAC] ^{Off-Campus} – Access company profiles, industry rankings and statistics, financial overviews and ratios, newsletters, coverage of major business events and trends, technology reports, and "cover-to-cover" access to the full-text of journals and magazines. All of this information is neatly organized in tabular form. If you are interested in starting a business, or already have one, this is a great resource to see how other similar businesses are doing.
- 📖 **Business Source Complete** [EBSCOhost] ^{Off-Campus} – provides full-text and abstracts from journals covering business, management, economics, banking, finance, and accounting. Includes journal articles, industry profiles, market research reports, SWOT analyses, and more!

Selected Web Sites

General

- 🔗 **CCH Business Owner's Toolkit** [<http://www.toolkit.cch.com/BOTOC.asp>] – Helpful comprehensive guide on starting, planning, financing, and marketing your own business. This toolkit provides concise practical information from which any business owner would benefit.
- 🔗 **Entrepreneur.Com** [<http://www.entrepreneur.com>] – Although primarily a commercial site, Entrepreneur.com offers a plethora of helpful tips and resources business owners can put to good use. Their bookstore link offers a nice selection of books worth owning.
- 🔗 **Small Business Administration** [<http://www.sba.gov>] – The best of all small business sites, the SBA's site provides links and resources that no small business owner should do without. Be careful not to get lost in all the available information. See the links below for more specific areas of the site
- 🔗 **Small Business Administration Library** [<http://www.sba.gov/tools/resourcelibrary/index.html>] – Access over 200 SBA publications, online business magazines, miscellaneous business links, laws and regulations, statistics, business news, and forms.
- 🔗 **Small Business Administration Online Courses** [<http://www.sba.gov/training/courses.html>] – Take over 50 self-paced courses in the areas of franchising, management, starting a business, employee management, and more. These courses are intended to empower business owners and provide them with all the tools required to run a successful business.
- 🔗 **Small Business Planner** [<http://www.sba.gov/smallbusinessplanner/index.html>] – Similar to other small business sites listed here, SBA's Business Planner provides a broad overview of starting and maintaining a business. Topics include *finding a mentor*, *buying a business*, *protecting your ideas*, and *product basics*.
- 🔗 **Small Business One Stop Resource** [<http://www.irs.gov/businesses/small/index.html>] – As the title indicates, this site takes a comprehensive look at running a small business. Tax issues are the primary focus, but other topics and resources are covered as well. Click on "Online Classroom" (located on the topics menu) to access several small business videos.

Mississippi

- 🔗 **Mississippi Development Authority** [<http://www.mississippi.org>] – Look for the tab titled *Doing Business in Mississippi*. Under Business Development, you will find information on how to start a business, a description of the existing industries in Mississippi, a list of minority business programs, and much more.