

<http://www.bus.umich.edu/KresgeLibrary/>

Library Assistance & News

- ❖ E-mail: kresge_library@umich.edu
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- ❖ Web site: www.bus.umich.edu/kresgelibrary
 - ✓ NEED HELP? Section
 - ✓ Kresge Library News - RSS feeds
 - ✓ Kresge Dash Podcasts
 - ✓ Instruction Session Handouts
 - ✓ Find it Fast- frequently asked research questions
 - ✓ By Topic Marketing Page
 - ✓ Kresge Library Wiki

Factiva Basics

- ❖ **Why Use Factiva?**
 - Browse same-day news of the Wall Street Journal, New York Times, Chicago Tribune and more by clicking on the **News Pages**
 - Find news from all over the world with Factiva's large collection of global newspapers in a variety of languages
 - Newswires and online publications
 - Financial data for public companies
 - Research company press releases and search journal articles in every industry
 - Create charts of stocks, funds, indices, and currencies

Factiva Intelligent Indexing

- ❖ Use **Factiva Intelligent Indexing** to limit your search by any combination of the following criteria:
 - Source – publication title or web site
 - Company name – you can only search, there is no browse feature
 - Subject
 - Industry
 - Region
 - Language
- ❖ You can use the **Look up** feature to search across all of the indexing categories.

The screenshot shows the 'Look up' feature interface. On the left, there is a list of categories: Source, Company, Subject, Industry, Region, and Language. Each category has a plus icon. Below these is a 'Look up' button with a minus icon. To the right, under the heading 'Currently Selected', there is a table with the following entries:

Category	Currently Selected
Source	All Sources
Company	All Companies
Subject	All Subjects
Industry	All Industries
Region	All Regions
Language	English

Below the table is a search input field with a magnifying glass icon and a search button. Below the input field is a text box that says: 'Find Sources, Companies, Subjects, Industries, and Regions with one search entry.'

- ❖ Click on the source name, company name, subject, or industry term to add to your search.

The screenshot shows the search results for 'wall street journal'. The interface includes a search bar with the text 'wall street journal' and a search button. To the right of the search bar is a checkbox labeled 'Search Source Name/Alias only' which is checked. Below the search bar is a section titled 'Source Results' with a list of results:

- Publication: The Asian Wall Street Journal Weekly (Abstracts) ⓘ ▲ *
- Publication: The Wall Street Journal ⓘ ▲
- Publication: The Wall Street Journal (Abstracts) ⓘ ▲ *
- Publication: The Wall Street Journal Americas (Portuguese Language) ⓘ ▲
- Publication: The Wall Street Journal Americas (Spanish Language) ⓘ ▲
- Publication: The Wall Street Journal Asia ⓘ ▲
- Publication: The Wall Street Journal Europe ⓘ ▲

- ❖ You can also limit your search by selecting an appropriate date range or using a combination of Boolean operators in the **Free Text** box. The Quick Reference Sheet (page 5) provides a complete list of Factiva-friendly Boolean operators.
- ❖ Save articles in PDF or other formats.

The Companies/Markets Tab

- ❖ Use the **Get Quote** feature to find current and historical prices relating to:
 - Stocks
 - Funds
 - Currencies
 - Common Market Indexes

- ❖ To use the **Stocks** instrument, enter the ticker symbol of the company and select the appropriate frequency and date range. You can view more than one company at a time, in a table or chart. Separate multiple ticker symbols with commas.

- ❖ Use the **Currencies** instrument to generate tables or charts comparing currency prices.

The screenshot shows the Factiva website interface for the Currencies instrument. On the left, there is a 'Get Quote' section with a 'Select Instrument' dropdown set to 'Currencies' and a 'Currency' dropdown set to 'Spot Rate (US dollar)'. A list of currencies is displayed, with 'British Pound' selected. Below this, there are options for 'Current Quote' and 'Historical Quote', with 'Historical Quote' selected. Under 'Historical Quote', there are options for 'Daily Prices', a time range of 'For the past 3 months', and a 'Format' of 'Static Chart'. A 'Get Quote' button is at the bottom of this section.

The main content area displays a line chart titled 'United States Dollar per British Pound, (GBP=X)'. The chart shows daily prices from 28-Jun-2006 to 28-Sep-2006. The y-axis represents the price, ranging from 1.8 to 1.92. The x-axis shows the months of July, August, and September. The price starts around 1.84 in late June, fluctuates, and then rises to a peak of approximately 1.91 in late August, before declining to about 1.87 by late September.

Below the chart, there is a 'Daily Prices: 28-Jun-2006 - 28-Sep-2006' section with a 'Price' label. The source is cited as 'Reuters Investor'.

- ❖ Use the **Charting** feature to draw charts of stocks, funds or indices.

The screenshot shows the Factiva website interface for the Charting feature. On the left, there is an 'Enter symbols' section with a 'Draw Chart' button. Below this, there is a 'Charted Symbols' section with three symbols selected: 'C - Citigroup Ord Shs [NYS]', 'JPM - JP Morgan Chase Ord Shs [NYS]', and 'NYA - NYSE Composite'. There are also 'Date Range' and 'Display Options' sections. The 'Date Range' is set to 'Monthly prices for the past 5 years'. The 'Display Options' section includes 'Moving Average' (None, 3 Months, 6 Months, 9 Months), 'Chart Type' (Line), and 'Volume' (Show). There is also a 'Comparison Indexes' section with various indices listed, and a 'Redraw Chart' and 'New Chart' button at the bottom.

The main content area displays a multi-line chart titled 'Percentage Value'. The chart shows monthly prices for three symbols: 'C - Citigroup Ord Shs', 'JPM - JP Morgan Chase Ord Shs', and 'NYA - NYSE Composite' from 2002 to 2006. The y-axis represents the percentage value, ranging from -60 to 60. The x-axis shows the years from 2002 to 2006. The chart shows significant volatility, with a major peak in late 2004 and a major trough in late 2002.

Below the main chart, there is a 'Volume' section with a bar chart showing monthly volume for the same period. The y-axis represents volume, ranging from 0 to 800m. The x-axis shows the months from 31-Oct-2001 to 31-Dec-2005. The volume is highest in late 2002 and late 2004.

At the bottom of the charting area, there is a 'Monthly Prices: 28-Sep-2001 - 28-Sep-2006' section with the source 'Reuters Investor'.

**How to Use Connectors/ Operators in Factiva
Quick Reference Guide**

Connector/ Operator	Use it to identify items that contain...
and	All the words or phrases you enter. Entrepreneur and China
or	One or more of the words that you enter. Merger or Acquisition
not	Exclude items that contain these words. Not United States
same	Two words in the same paragraph. Wealth same Leisure
atleastn	Words mentioned more than once. Atleast5 Microsoft
() Parentheses	Group words together. Furniture and (office or home)
?	Words that are spelled differently by one letter. Organi?ation
* Asterisk	Words with multiple endings of any length. Telecom*
nearn	Words near other words in any order within a certain number. Microsoft near5 sales