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## Small Business Reference Resources

### General Small Business

**Business License Information System (BLIS).** State of Maryland Department of Labor, Licensing, and Regulations. Internet. Available from < <http://www.blis.state.md.us/> >.

**Business Plans Handbook.** 13 vols. Farmington Hills, MI: Gale Group. (Annual).  
**XHD62.7.B865** (Business Center Investment Table)

Entrepreneur Magazine. **Business Start-up Guides.** 200+ volumes. Irvine, CA: Entrepreneur Inc. (Ongoing). **XHD62.7.E65q** (Business Center Reference)

**EntreWorld.** Kansas City, MO: Kaufman Foundation. Internet. Available from <<http://www.eventuring.org/eShip/appmanager/eVenturing/eVenturingDesktop>>.

Hillstrom, Kevin and Laurie Collier Hillstrom. **Encyclopedia of Small Business.** Detroit: Gale, 1998. **XHD62.7H553** (Business Center Investment Table)

**Household Spending: Who Spends How Much on What.** Ithaca, NY: New Strategist, 2003. **HC110 .C6 H66 2005Q** (Business Center Investment Table)

**The American Marketplace: Demographics and Spending Patterns.** Ithaca, NY: New Strategist Publications. **HA214.A442005Q** (Business Center Investment Table)

**IRS Small Business and Self Employed Community.** Internet. Available from <<http://www.irs.ustreas.gov/businesses/small/index.html>>.

**National Trade and Professional Associations of the United States.** Washington: Columbia Books. (Annual). **XHD2425.D572** (BST Reference Desk)

**Pratt's Guide to Private Equity Sources.** New York: Securities Data Publishing. (Annual). **XHG65.P73** (Business Center Reference)

**Small Business Sourcebook.** 2 vols. Farmington Hills, MI: Gale Group. (Annual).  
**XHD2346.U5S66** (Business Center Investment Table)

State of Maryland, Office of the Secretary of State. **COMAR code of Maryland Regulations**. Annapolis: Division of State Documents. (Continuously updated). (Social, Science and History Department; Maryland Department)

**U.S. Small Business Administration Web Site**. Internet. Available from <<http://www.sba.gov/>>.

**Starting Your Small Business Successfully**. Baltimore, MD: Enoch Pratt Free Library. < <http://www.prattlibrary.org/findanswers/>>

## **Import/Export**

**Dun & Bradstreet Exporters' Encyclopaedia**. New York: Dun and Bradstreet International. (Annual) **HF3011 .E9Q** (Business Center Reference)

**Kelly's Business Directory**. 2 vols. East Grinstead Sussex: Reed Information Services. Annual. **HF54.G7 K42Q** (Business Center Reference)

**Directory of United States Importers**. New York, NY: Journal of Commerce, Inc. (Annual) **HF3012.D57Q2007**

**Directory of United States Exporters**. New York, NY: Journal of Commerce, Inc. (Annual) **HF3011.D57Q2007**. (Business Center Reference)

**Canadian Trade Index**. 2 vols. Canada: Macrae's Blue Book Ltd. (Annual) **HF3223.C25Q 2003** (Business Center Reference)

**Principal International Businesses**. Short Hills, NJ: Dun and Bradstreet Corp. **HF54.U5P742003/04** (Business Center Reference)

## **Marketing Information**

### Industry Codes

**Standard Industrial Classification Search**. U.S. Department of Labor, Occupational Safety & Health Administration. Internet. Available from <<http://www.osha.gov/oshstats/sicser.html>>.

U.S. Office of Management and Budget. Executive Office of the President. **North American Industry Classification System Manual**. Washington: Government Printing Office, 2002. **XHF1042 .N67 2002** <<http://www.census.gov/epcd/www/naics.html>>

U.S. Office of Management and Budget. Executive Office of the President. **Standard Industrial Classification Manual**. Washington: Government Printing Office, 1987. **XHF1042.A55** <<http://www.osha.gov/oshstats/sicser.html>>

## Industry Surveys

**Encyclopedia of American Industries.** 2 vols. Detroit: Gale Group, 2004. **XHC102.E53** (Business Center Investment Table)

**Encyclopedia of Emerging Industries.** Farmington Hills, MI: Gale Group. 2001. **XHD2324.E527** (Business Center Investment Table)

**Encyclopedia of Global Industries.** Detroit: Gale, 2003. **XHD2324.E53** (Business Center Investment Table)

**Industry Surveys.** New York: Standard & Poor's. (Quarterly). **XHC106.6.S74** (BST Reference Desk/Business Center Investment Table)

**Value Line Investment Survey.** New York: Value Line. (Weekly). (Business Center Investment Table)

### **Marketing Counts and Lists**

Electronic company directories allow the user to create counts and lists of businesses defined by various criteria such as size, location, and business type. Lists will vary between databases depending upon each one's scope and search capabilities. The databases are available for use in any Pratt Library, and remotely with a library card, found under the Find Answers tab of the Library's Web Page <<http://www.prattlibrary.org>>.

**ReferenceUSA.** Omaha: American Business Information.

**D&B Million Dollar Database.** Bethlehem, PA: Dun & Bradstreet Information Services.

## Rankings and Market Share

Baltimore Business Journal. **Book of Business Lists.** Baltimore. (Annual).

Washington Business Journal. **Book of Business Lists.** Washington, DC. (Annual). (BST Reference Desk)

**Business Rankings Annual.** Farmington Hills, MI: Gale Group. (Annual). **XHG4050.B88** (Business Center Investment Table)

**Dun's Business Rankings.** Bethlehem, PA: Dun & Bradstreet Information Services. (Annual). **XHG4057.A237** (Business Center Investment Table)

**Market Share Reporter.** Farmington Hills, MI: Gale Group. (Annual). **XHF1040.8.M37** (Business Center Investment Table)

## Ratios

**Industry Norms and Key Business Ratios.** Bethlehem, PA: Dun & Bradstreet Information Services. (Annual). **XHF5681.R25.D8523** (BST Reference Desk)

**Annual Statement Studies.** Philadelphia: Robert Morris Associates. (Annual). **XHF5681.B2.R6** (BST Reference Desk)

## Statistics

U.S. Bureau of the Census. **Census Publication.** Washington: Government Printing Office.

### **Economic Census**

The Economic Census is performed every five years in years ending with “2” and “7.” The last census was performed in late 2002. The information is listed by NAICS codes for the 1997 Census and beyond. The 1992 and previous Economic Censuses are available in multiple volumes under separate titles determined by SIC codes. The 1992 (and previous) Census results are in print form, but the 1997 and current Census is available only on the Internet from the Census Bureau home page < <http://www.census.gov/econ/census02/> >.

If you start from the Census page, <[www.census.gov](http://www.census.gov)> under the Business category you will find links for the economic census, NAICS codes, and foreign trade. Statistics from the 2002 Economic Census is available nation wide and regionally. Nationwide data compares 2002 and 1997 figures. Statistical information from the 1997 census is still available as are other pieces of information. For other categories click on the word business.

**Community Sourcebook of Zip Code Demographics.** Fairfax, VA: CACI. (Annual). **XHA203.S66** (BST Reference Desk)

**Household Spending: Who Spends How Much on What.** Ithaca, NY: New Strategist, 2003. **HC110.C6H66 2005Q** (Business Center Investment Table)

**CPI Detailed Report.** Washington: U.S. Bureau of Labor Statistics. (Monthly).

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