

## Using Title Lists

ProQuest's Title Lists lets you produce lists of the publications included in ProQuest databases. Each database product covers publications that either focus on a specific area of interest (such as business), or that are diverse enough to span a wide range of general interest topics.

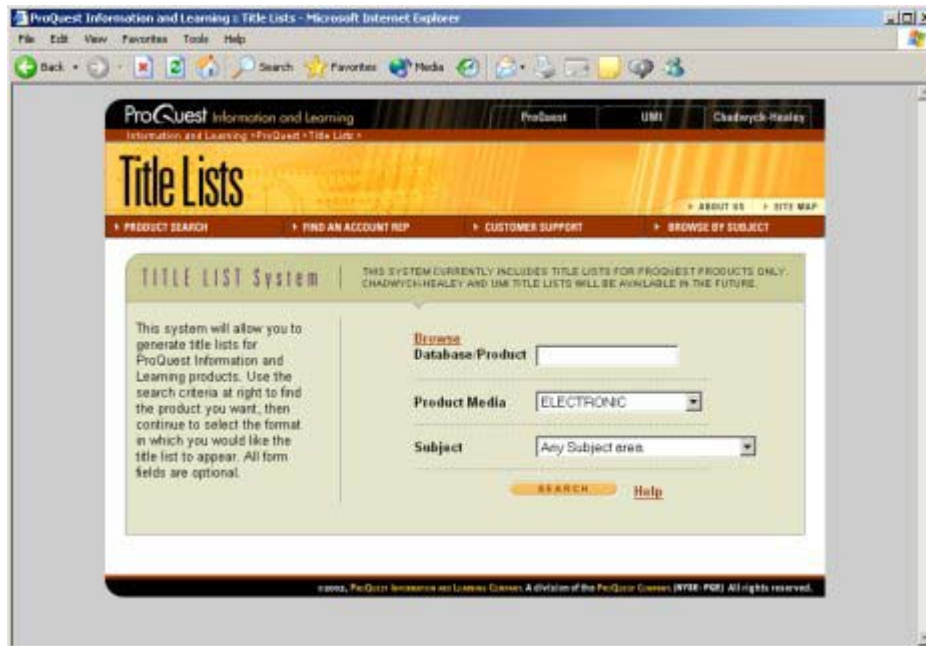
The Title List Generator lets you:

- View the most current title list. The website title lists are updated each month.
- Establish counts for various formats (listed at the top of the column)
- Find which specific titles are available in full image format. (Use the Sort function in Excel to sort by formats to bring all image titles to the top of the list.)
- Create a database to compare with competitors' title lists.
- Find ISSNs for titles.

### **How to Download ProQuest® Title Lists from [www.proquest.com](http://www.proquest.com):**

1. Go to [www.proquest.com](http://www.proquest.com) and choose **Title Lists**.

You see the Title Lists page.



*Title Lists Page*

2. If you know the name of the Database or Product:
  - a. Enter the product name in the **Database/Product** field.
  - b. Select the **Product Media** (Electronic or CD).
  - c. Select the **Subject**.
  - d. Click **SEARCH**.

*Or*

If you don't know the name of the Database or Product:

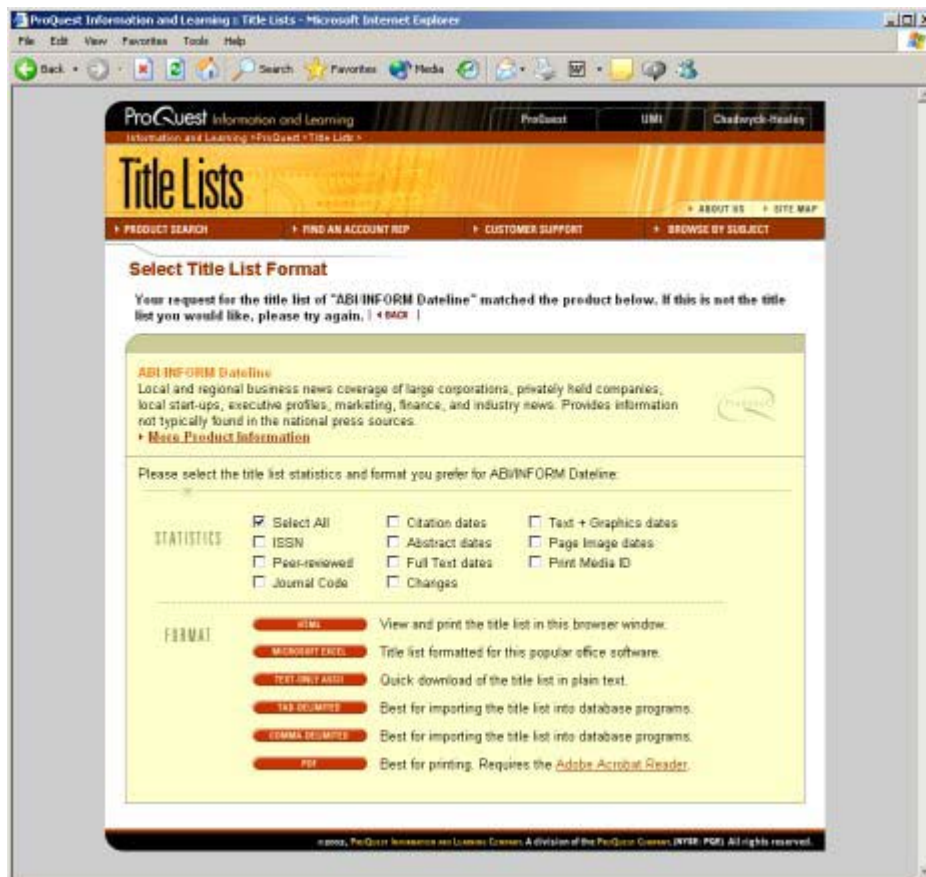
- a. Click **Browse** to view a list of available products.

You see the Title Lists Browse page.



Browsing Titles

- b Click the name of the desired product or database.
3. You see the Select Title List Format page.



Select Title List Format page

4. In the Statistics area, select the statistics you would like to view for the Title List.
5. In the Format area, click the output format for your Title List.

If you select **HTML** you will see an HTML formatted table of the requested information on your screen. Click **Print** on your browser bar to print the information or select **Save As** from the File menu to save the information to an HTML file.

PROQUEST DATABASE: ABI/INFORM Dateline  
This title list is accurate as of 15 July 2002.  
AVAILABILITY OF TITLE AND FORMATS SUBJECT TO CHANGE AT ANY TIME

Title [159]	ISSN	Embargo Days [0]	Peer-reviewed [3]	Full Text First [154]	Full Text Last	Page Image First [9]	Page Image Last	T+G First [9]	T+G Last	Citation First [159]	Citation Last	Abstract First [159]
AZB, Arizona Business	1079-4255		N	01/01/1991	Current	12/01/1987	Current	06/01/1996	Current	10/01/1971	Current	10/01/1971
Alaska Business Monthly	8756-4092		N	01/01/1986	Current					01/01/1986	Current	01/01/1986
Alaska Journal of Commerce			N	02/04/1985	Current					02/04/1985	Current	02/04/1985
Arizona Business Gazette	0273-6950		N							06/09/1986	10/05/2001	06/09/1986
Arkansas Business	1053-6582		N	05/11/1987	Current					05/11/1987	Current	05/11/1987
Atlanta Business Chronicle	0164-8071		N	07/02/1989	Current					05/20/1985	Current	05/20/1985
Austin Business Journal	0852-863X		N	07/02/1989	Current					01/07/1985	Current	01/07/1985
BC Business	0829-481X		N	02/01/1985	Current					02/01/1985	Current	02/01/1985
Baltimore	0747-											

If you select **Microsoft Excel**, you will see a spreadsheet in the browser window. Save the file as a comma delimited text file and follow the directions in the next section to import the information into Excel.

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Title[159]	ISSN	Embargo	Peer-reviewed	Full Text	Full Text L	Page Image	Page Image	Page Image	T+G First	T+G Last	T+G Gaps	Citation F
1	AZB, Arizc	1079-4255	N	1/1/1991	Current	12/1/1987	Current		6/1/1996	Current		10/1/1971
2	Alaska Bu	8756-4092	N	1/1/1986	Current	01/01/1986	Current					1/1/1986
3	Alaska J		N	2/4/1985	Current	01/01/1991	12/31/1991					2/4/1985
4	Arizona B	0273-6950	N									6/9/1986
5	Arkansas B	1053-6582	N	5/11/1987	Current							5/11/1987
6	Atlanta Bu	0164-8071	N	7/2/1989	Current							5/20/1985
7	Austin Bu	0852-863X	N	7/2/1989	Current							1/7/1985
8	BC Busine	0829-481X	N	2/1/1985	Current	10/01/1990	02/01/1992					2/1/1985
9	Baltimore	0747-1823	N	7/2/1989	Current							1/6/1988
10	Billings G		N	2/27/1988	Current							2/27/1988
11	Birmingham	0889-2237	N	7/5/1989	Current							4/1/1988
12	Boston Bu	0746-4975	N	7/2/1989	Current							2/24/1988
13	Boulder C	1528-6300	N	5/15/1985	Current	01/01/1981	12/31/1981					5/15/1985
14	Business (1086-8636)		N	7/2/1989	Current							1/14/1988
15	Business (0748-9418)		N	7/5/1989	Current							2/4/1988
16	Business (0748-6148)		N	7/2/1989	Current							4/22/1988
17	Business (0748-6138)		N	7/5/1989	Current							1/7/1988
18	Business Journal		N	7/2/1989	Current							11/8/1988
19	Business Journal - Central New		N	3/1/1987	Current	12/16/1980	01/12/1982					3/1/1987
20	Business, (0887-5588)		N	7/2/1989	Current							7/13/1988
21	Business, (0740-2899)		N	7/2/1989	Current							www
22	Business, (0695-1632)		N	7/2/1989	Current							1/6/1988
23	Business, (0742-8590)		N	7/2/1989	Current							1/7/1988
24	Business, (1530-8170)		N	7/2/1989	Current							10/5/1988
25	Business, (1525-9218)		N	8/6/1989	Current							8/6/1989
26	Business Journal, The, Serving th		N	7/2/1989	Current							4/1/1989
27	Business Journal, The, Tampa		N	7/2/1989	Current							3/5/1989
28	Business (1080-8230)		N	4/1/1986	Current							4/1/1986
29	Business NH Magazine		N	8/8/1986	Current	10/01/1980	01/31/1982					8/8/1986
30	Business (1051-094X)		N	10/1/1989	Current	12/01/1990	01/31/1992					10/1/1989
31	Business (1524-5489)		N	9/11/1985	Current							9/11/1985
32	Busine	1437-2264	N	7/5/1989	Current							1/2/1988

If you select **Text-only ASCII** you will see the information on your screen. Click **Print** on your browser bar to print the information or select **Save As** from the File menu to save the information to a text file.

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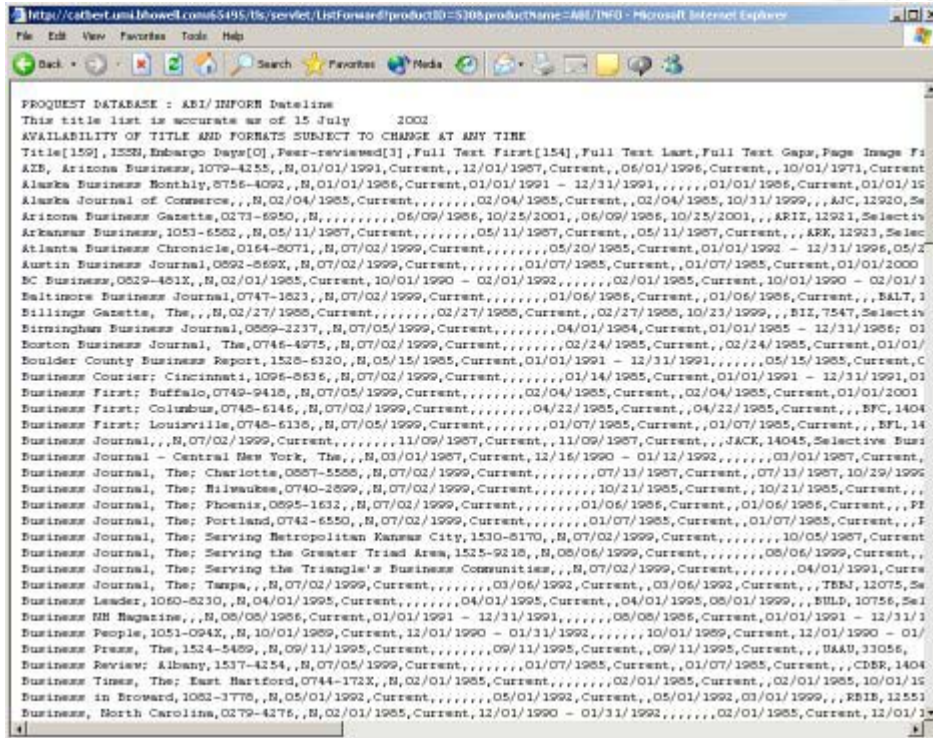
Title[159]	ISSN	Embargo Days[0]	Peer-reviewed[3]	Full
ABJ, Arizona Business	1079-4255	N	N	01/01/1991
Alaska Business Monthly	0756-4092	N	N	01/01/1985
Alaska Journal of Commerce			N	02/
Arizona Business Gazette	0273-6950	N	N	
Arkansas Business	1053-6502	N	N	05/11/1987
Atlanta Business Chronicle	0164-8071	N	N	07/02/1999
Austin Business Journal	0892-869X	N	N	07/02/1999
BC Business	0829-481X	N	N	02/01/1985
Baltimore Business Journal	0747-1823	N	N	07/02/1999
Billings Gazette, The			N	02/
Birmingham Business Journal	0889-2237	N	N	07/05/1999
Boston Business Journal, The	0746-4975	N	N	07/02/1999
Boulder County Business Report	1528-6320	N	N	05/15/1985
Business Courier: Cincinnati	1096-8636	N	N	07/02/1999
Business First: Buffalo	0749-9418	N	N	07/05/1999
Business First: Columbus	0748-6146	N	N	07/02/1999
Business First: Louisville	0748-6138	N	N	07/05/1999
Business Journal			N	07/
Business Journal - Central New York, The			N	03/
Business Journal, The: Charlotte	0887-5588	N	N	07/02/1999
Business Journal, The: Milwaukee	0740-2899	N	N	07/02/1999
Business Journal, The: Phoenix	0895-1632	N	N	07/02/1999
Business Journal, The: Portland	0742-6550	N	N	07/02/1999
Business Journal, The: Serving Metropolitan Kansas City	1530-8170	N	N	07/02/1999
Business Journal, The: Serving the Greater Triad Area	1525-9218	N	N	08/06/1999
Business Journal, The: Serving the Triangle's Business Communities			N	07/
Business Journal, The: Tampa			N	07/
Business Leader	1060-8230	N	N	04/01/1995
Business NH Magazine			N	08/
Business People	1051-094X	N	N	10/01/1989
Business Press, The	1524-5489	N	N	09/11/1995
Business Review: Albany	1537-4254	N	N	07/05/1999
Business Times, The: East Hartford	0744-172X	N	N	02/01/1985
Business in Broward	1082-3778	N	N	05/01/1992
Business, North Carolina	0279-4276	N	N	02/01/1985

If you select **Tab-Delimited**, you see the information on your screen. Click **Print** on your browser bar to print the information or select **Save As** from the File menu to save the information to a text file.

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ABJ, Arizona Business	1079-4255	N	N	01/01/1991	Current	12/01/1987
Alaska Business Monthly	0756-4092	N	N	01/01/1985	Current	01/01/1991 - 12/31/1991
Alaska Journal of Commerce			N	02/04/1985	Current	
Arizona Business Gazette	0273-6950		N			
Arkansas Business	1053-6502	N	N	05/11/1987	Current	
Atlanta Business Chronicle	0164-8071	N	N	07/02/1999	Current	
Austin Business Journal	0892-869X	N	N	07/02/1999	Current	
BC Business	0829-481X	N	N	02/01/1985	Current	10/01/1990 - 02/01/1992
Baltimore Business Journal	0747-1823	N	N	07/02/1999	Current	
Billings Gazette, The			N	02/27/1988	Current	
Birmingham Business Journal	0889-2237	N	N	07/05/1999	Current	
Boston Business Journal, The	0746-4975	N	N	07/02/1999	Current	
Boulder County Business Report	1528-6320	N	N	05/15/1985	Current	01/01/1991 - 12/31/1991
Business Courier: Cincinnati	1096-8636	N	N	07/02/1999	Current	
Business First: Buffalo	0749-9418	N	N	07/05/1999	Current	
Business First: Columbus	0748-6146	N	N	07/02/1999	Current	
Business First: Louisville	0748-6138	N	N	07/05/1999	Current	
Business Journal			N	07/02/1999	Current	
Business Journal - Central New York, The			N	03/01/1987	Current	12/16/1990 - 01/31/1991
Business Journal, The: Charlotte	0887-5588	N	N	07/02/1999	Current	
Business Journal, The: Milwaukee	0740-2899	N	N	07/02/1999	Current	
Business Journal, The: Phoenix	0895-1632	N	N	07/02/1999	Current	
Business Journal, The: Portland	0742-6550	N	N	07/02/1999	Current	
Business Journal, The: Serving Metropolitan Kansas City	1530-8170	N	N	07/02/1999	Current	
Business Journal, The: Serving the Greater Triad Area	1525-9218	N	N	08/06/1999	Current	
Business Journal, The: Serving the Triangle's Business Communities			N	07/02/1999	Current	
Business Journal, The: Tampa			N	07/02/1999	Current	
Business Leader	1060-8230	N	N	04/01/1995	Current	
Business NH Magazine			N	08/08/1986	Current	01/01/1991 - 12/31/1991
Business People	1051-094X	N	N	10/01/1989	Current	12/01/1990 - 01/31/1992
Business Press, The	1524-5489	N	N	09/11/1995	Current	
Business Review: Albany	1537-4254	N	N	07/05/1999	Current	
Business Times, The: East Hartford	0744-172X	N	N	02/01/1985	Current	
Business in Broward	1082-3778	N	N	05/01/1992	Current	
Business, North Carolina	0279-4276	N	N	02/01/1985	Current	12/01/1990 - 01/31/1992

If you select **Comma-delimited**, you will see the information on your screen. Click **Print** on your browser bar to print the information or select **Save As** from the File menu to save the information to a text file.



If you select **PDF** you will be prompted to download a .pdf file which you can open and print with Acrobat Reader.

**Additional instructions for importing into Excel spreadsheet:**

1. Close your browser and open Excel.
2. Choose **Open** in the File Menu and select the comma delimited file you saved.
3. The Excel Wizard will ask a few questions for formatting. Choose these settings:  
**Data type:** delimited  
**Delimiters:** comma (de-select any other settings)  
**Column data format:** general
4. Click **Finish**.
5. The spreadsheet will open in the Excel window. Adjust your column widths, fonts, etc., as necessary.
5. From this point, titles can be sorted by date, ISSN, title, or other ways. (Under the Data Menu, use the Sort function.)