

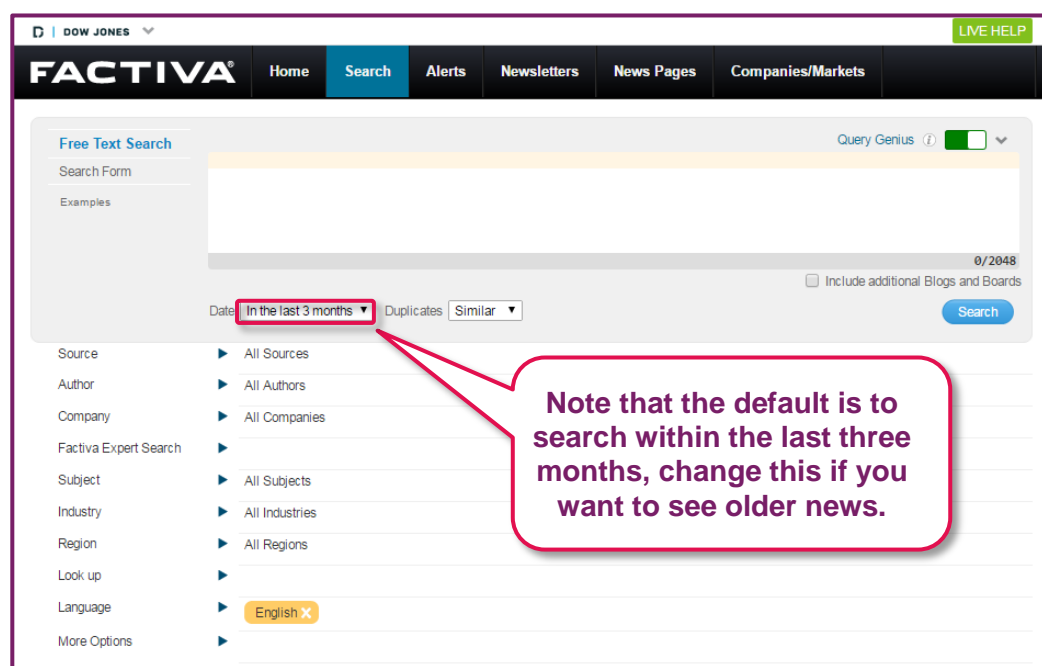
### How to use Factiva

**Factiva** contains newspaper articles from the UK and around the world, including the Financial Times (FT).

Connect to Factiva through the [moodle database course](#) or the [library website](#). You can also access Factiva through the **Electronic Library Resources** section of your PIP pages.

You can choose to search Factiva using the main search box, or using the menus below, or a combination of both. This helpsheet shows you how to do either.

When you log into Factiva you will see the following screen:



If you choose to search using the search box at the top, you should note that words entered into Factiva are searched as a phrase. Factiva will find only **exact** matches of e.g. **British Airways strike** and there will not be many. You must enter **British Airways and strike\*** to find the best results.

You are strongly recommended to click on the **Examples** link for recommended search strategies that include:

Boolean logic (**AND, OR, NOT**)

Truncation (shortening to the common stem) e.g. market\* (retrieves market, marketing, marketed, markets, marketers).

Wildcard (helpful with alternative spellings) e.g. globali?ation (retrieves globalization, globalisation).

Proximity searching (helps to ensure relevance) e.g. Carrefour **near5** sales (Carrefour within 5 words of sales, or any number you choose).

Two very useful searches help you to find the longer more significant articles in this database:

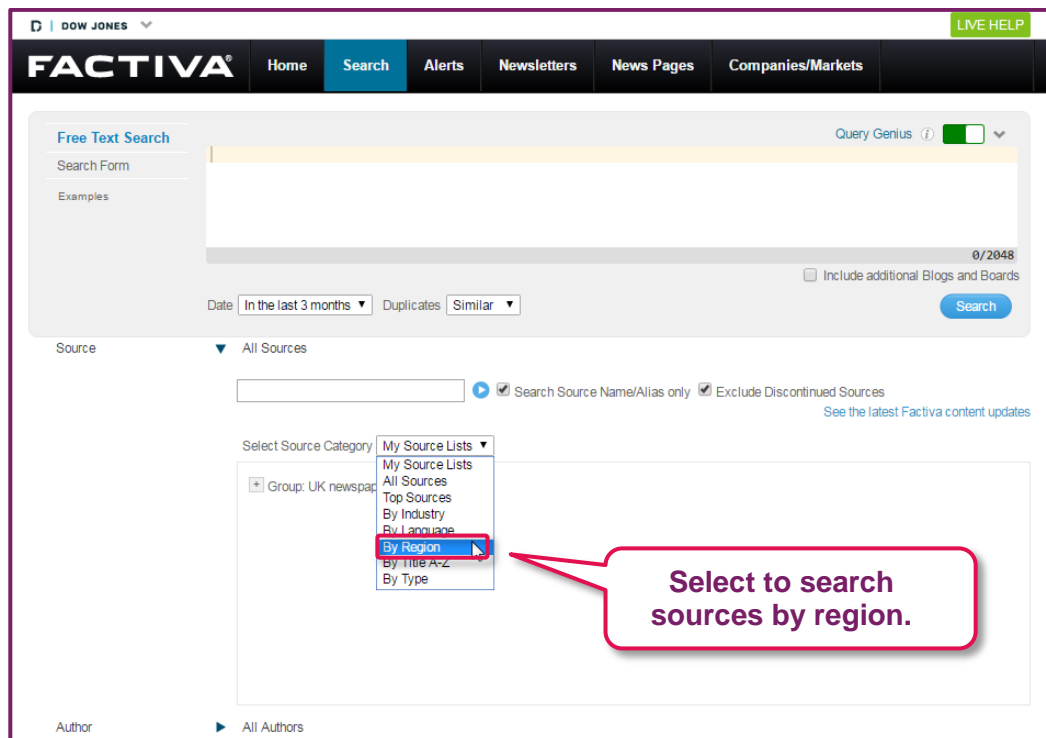
**Atleast5** Microsoft (Microsoft has to be mentioned at least 5 times or any number you choose).

British Airways and **wc>5000** (articles on British Airways over 5000 words long, or any number you choose).

A key strategy when using Factiva is to identify the best sources for the information you need. There are billions of articles in this database and many news items will be repeated. So try to specify a small number of appropriate publications.

As well as using the search box, you can use the menus below to search. By selecting particular sources, you can reduce the number of irrelevant results of your search.

If you are interested in articles which were published in a particular place, use the instructions below.



**FACTIVA** Home Search Alerts Newsletters News Pages Companies/Markets LIVE HELP

Free Text Search  
Search Form  
Examples

Query Genius ☒

Date: In the last 3 months Duplicates: Similar

Source: India Not Accommodation Times (India)

Search Source Name/Alias only ☒ Exclude Discontinued Sources

Select Source Category: By Region

- Asia
  - Central Asia
  - Eastern Asia
  - Russia
  - Southeast Asia
  - Southern Asia
  - Bangladesh
  - India**
- ABP News (India)
- Accommodation Times (India)
- Accord Fintech (India)
- Accord Fintech: Indian Company Con-Calls

Author: All Authors  
Company: All Companies  
Factiva Expert Search  
Subject: All Subjects

**Your choices will appear here.**

**Find the region or country you'd like to search**

**Click this symbol to exclude a publication.**

Alternatively, you can search for particular sources using the search box. This is particularly useful if you know the name of the publication you'd like to search.

The Financial Times is a good source to use, but note that coverage of articles from the FT starts at one month after publication. Add as many publications to the search as you like.

**FACTIVA** Home Search Alerts Newsletters News Pages Companies/Markets LIVE HELP

Free Text Search  
Search Form  
Examples

Query Genius ☒

Date: In the last 3 months Duplicates: Similar

Source: All Sources

financial times

Search Source Name/Alias only ☒ Exclude Discontinued Sources

- Financial Times - All sources
- Financial Times (Available through Third Party Subscription Services)
- Financial Times (Available to Academic Subscribers Only)**
- Financial Times (FT.Com) (Available through Third Party Subscription Services)
- Financial Times (FT.Com) (Available to Academic Subscribers Only)
- Business and Financial Times (Ghana)
- The Korea Financial Times (Korean Language)
- Daily FT (Sri Lanka)

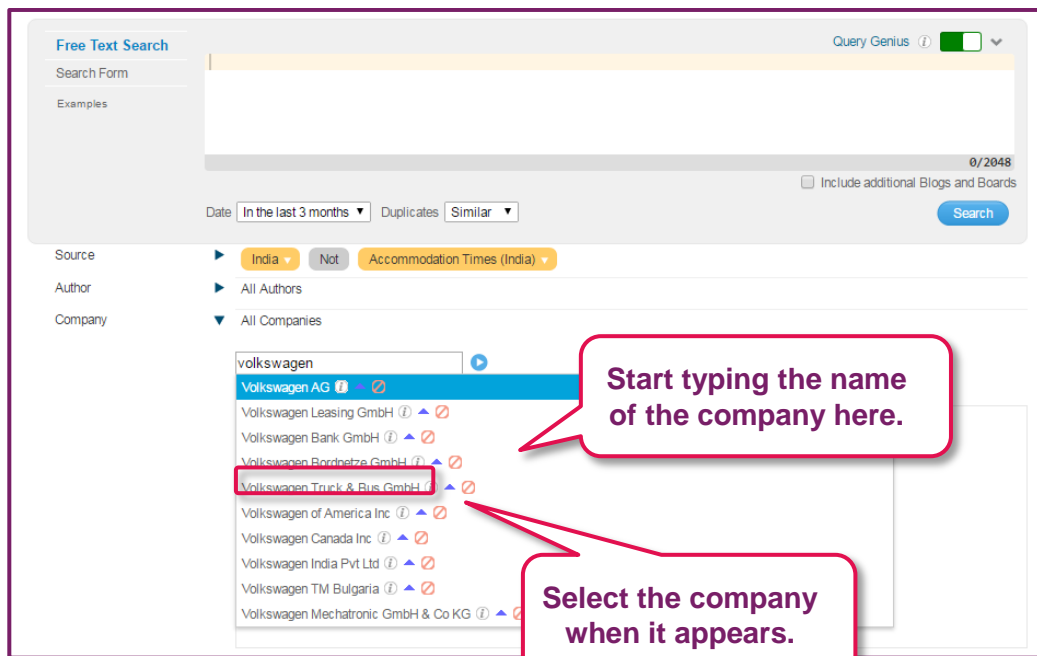
Author: All Authors

**Type the title of the publication here.**

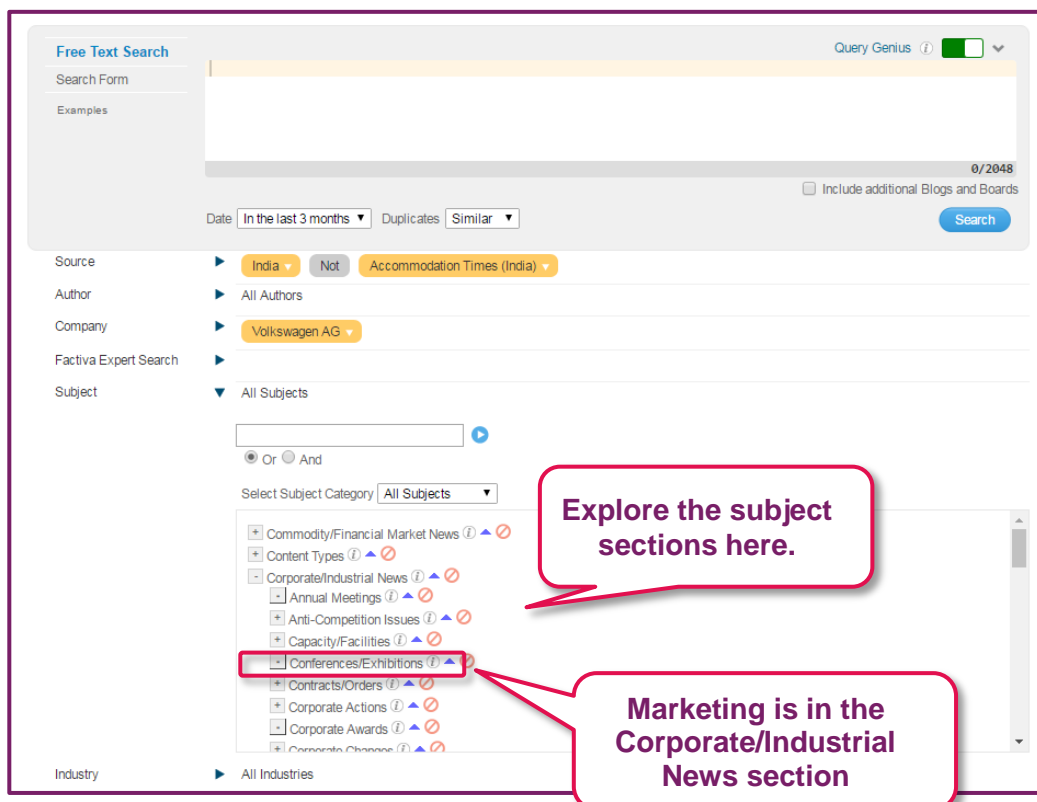
**Select the publication you'd like to search here.**

If you are interested in a particular company, you can use the **Company** section of the menus to search for news about them.

Start by expanding the Company section, then start typing the name of the company in the search box. When the company appears, select it to add it to your search.



Finally, you can search for a particular subject or topic using the **Subject** section. You can search for a subject, but it can be easier to use the menus to find what you're looking for.



Explore the other menu options later yourself. Note that it is possible to search for Industries, Regions and for results in other languages (English is the default).

Once you are happy with your search settings, click **Search**.

This is what the search results will look like:

Search DATE: In the last 3 months SOURCE: India Not Accommodation TI... MORE ▾

Modify Search

Dow Jones (0) All (71) Publications Web News (36) Blogs (0) Pictures (0) Multimedia (0)

Sort by: Most recent first Duplicates: Similar

Headlines 1 - 30 of 35 Total duplicates: 5

1. **Research and Markets SAIC-GMAC, Volkswagen**  
India Automobile News, 30 August 2016, 802 words, (English)  
Aug. 30 -- Research and Markets has announced the addition of the "Global and China Automotive Night Vision System Market 2016-2020" report to their offering. (Document AUTONW0020160831e)

2. **Global, China Automotive Night Vision System Industry Market 2016-2020 - in 2016, Penetration Rate of Global Automotive Night Vision System...**  
India Automobile News, 30 August 2016, 802 words, (English)  
Aug. 30 -- Research and Markets has announced the addition of the "Global and China Automotive Night Vision System Market 2016-2020" report to their offering. (Document AUTONW0020160831e)

3. **Research and Markets - Global Automotive Laser Headlight System Market 2016-2020 - Market to Grow by 267.38% with BMW, Osram, Audi, ZKW...**  
India Automobile News, 19 August 2016, 484 words, (English)  
Aug. 19 -- Research and Markets has announced the addition of the "Global Automotive Laser Headlight System Market 2016-2020" report to their offering. (Document AUTONW0020160826ec8q000gq)

4. **North America Used Car Market Report 2016-2022 - Analysis, Technologies, Trends, Forecasts - Key Vendors: Audi, Ford, Tesla - Research and Markets**  
India Automobile News, 10 August 2016, 328 words, (English)  
Aug. 10 -- Research and Markets has announced the addition of the "Used Car Market in North America 2016-2022" report to their offering. The North American used car market is almost 2.5-times bigger than the new car market and that ratio is ... (Document AUTONW0020160810ec8a000e0)

5. **INDUSTRY SNAPSHOTS: ASIA - CHINA - AUTOMOTIVE - UPDATED 10 AUGUST 2016**  
Industry and Company Snapshots, 10 August 2016, 17778 words, (English)  
LATEST COMPANY NEWS News and Commentary GM's July sales advance 18% behind higher Cadillac, Buick and Baojun volume - 5/8/2016 General Motors and its joint ventures sold 270,529 vehicles in China last month on robust demand for Cadillac, Buick... (Document ACQIND0020160810ec8a0001q)

6. **Global Automotive Laser Headlight System Market 2016-2020**

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The filters on the left include, **Industries, Keywords, Subjects, Sources** and at the bottom, **Dates**, these can be useful to narrow your results to only the most relevant items.

Click on an article title to read it.

As well as searching for articles about particular topics in Factiva, you can also browse the day's headlines and newspaper articles. To do this, follow the instructions below.

Go to News Pages from the menu at the top of the screen, then choose Factiva Pages.

Click here to see news from different countries and in other languages.

Finally, there is an excellent range of company financial data and exchange rate data available from Factiva. Share prices, accounts and industry ratios are available. However, we are not going to explore this in detail because much of the data is available on Fame, Orbis and Thomson One. Explore the data for yourself if you wish:

Go to Companies/Markets, then search for a company you are interested in.