

## Leadership in Human & Organizational Dynamics Resources in CCOL and Web

This handout identifies the most helpful resources for the Leadership in Human & Organizational Dynamics degree program in the School of Management.

Also see “General Management Resources in CCOL and Web” in the School of Management section of [http://www.cambridgecollege.edu/library/ccol\\_research.cfm](http://www.cambridgecollege.edu/library/ccol_research.cfm)

Negotiation skills are not included in this handout. Please see “Negotiation and Conflict Resolution Resources in CCOL and Web” in the School of Management section of [http://www.cambridgecollege.edu/library/ccol\\_research.cfm](http://www.cambridgecollege.edu/library/ccol_research.cfm)

Only use the Internet Explorer or Safari browsers. Other browsers may not work in CCOL.

### Journal, document, book, and periodicals in CCOL

On the CCOL HOME page, the *Search for Management* search box will search these databases:

- Academic Search Premier
- Wilson OmniFile Select Full Text Edition
- Business Source Premier
- Greenfile
- Newspaper Source
- Regional Business News
- Research Starters – Business
- SocIndex with Full Text
- Ebrary

The thousands of journals in full-text in these databases include 2300 specifically for business and management, as well as hundreds of US and international newspapers.

Some of the journals in full text in our databases include:

- Human Resource Management Review
- Human Resource Management Journal
- Journal of Change Management
- Training Magazine
- Training and Coaching Today
- Project Management Journal
- Journal of Performance Management

### Research Starters in Business

“Research Starters are study and research guides...They consist of comprehensive, yet concise topic summary articles of about 3,000 words in length written by researchers, scholars and other subject matter experts.” Use the Research Starters to explore topics and get your research started.

- On the CCOL HOME page, click *Direct to Databases*

- Click *EBSCOHost*
- Click *Databases A-Z*
- Scroll down and click on the title *Research Starters in Business*
- Put a term in the search box and click Search. For example:
  - 64 articles on “diversity”
  - 27 articles on “change management”
  - 21 articles on “organizational development”
  - 92 articles on “human resource management”
  - 147 articles on “consulting”
  - 43 articles on “project management”
  - 35 articles on “performance management”
  - 146 articles on “leadership”

### **Ebrary Electronic Books in CCOL**

To search for Leadership in Human & Organizational Dynamics books in the Ebrary Electronic Books collection:

- From the CCOL HOME page, click Direct to Databases
- Click Ebrary Electronic Books
- Click Advanced (to the right of the “Search Ebrary” box)
- Use the drop-down menu of the “Search in” box to search by subject (or title, author, etc.)
- For example, there are
  - 325 books with “leadership” in the TITLE
  - 154 books with “diversity” in the TITLE
  - 21 books with “human resources” in the TITLE
  - 11 books with “organizational development” as the SUBJECT
  - 19 books with “consulting” in the TITLE
  - 101 books with “project management” in the TITLE
  - 31 books with “performance management” in the TITLE
  - 15 books with “coach” in the TITLE
  - 35 books with “training” in the TITLE and “employees” as the SUBJECT

### **Research Guides in CCOL**

The E-Global Research Guides will help you develop a search strategy and then find your way among the best books, periodicals, associations, government resources, and Internet sites on your topic. To see the Research Guides:

- Click *Research Starters by Subject* from the CCOL HOME page
- Click *e-global Research Guides*
- Click Business

The most relevant guides are:

Business Communications  
 Business Ethics  
 Human Resource Management  
 Negotiation and Conflict Management  
 Project Management

**There are relevant Research Guides in other subject areas:**

- Click “Social Sciences” for Research Guides in *Communication, Psychology, and Sociology*

**Site on research on leadership in human & organizational dynamics resources**

Center for Advanced Human Resources Studies <http://www.ilr.cornell.edu/cahrs/>

**Tutorials on how to do leadership in human & organizational dynamics resources**

Society for Human Resource Management “How To Guides”  
<http://www.shrm.org/TemplatesTools/HowtoGuides/Pages/default.aspx>

Change management tutorial <http://www.change-management.com/tutorial-internal-consultants.htm>

**Websites**

Although not from scholarly journals, useful information can be found on the web. Most of these sites come highly recommended from a national survey of reference librarians.

**Note:** websites can change and disappear at any time! If the URL doesn't work, try putting the name of the site into Google.

**Diversity**

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=diversity&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

<http://guides.library.cornell.edu/content.php?pid=120570&sid=1165435>

Diversity Central <http://www.diversitycentral.com/index.php>

**Human Resources Management**

<http://managementhelp.org/humanresources/index.htm>

<http://www.merlot.org/merlot/materials.htm;jsessionid=41A26087D8504A968A7E97671472EE16?materialType=&keywords=human+resource&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

Click the “Research” tab on the top banner <http://www.shrm.org/Pages/default.aspx>

<http://brass.libguides.com/humanresources>

<http://www.hr-guide.com/>

## **Leadership**

<http://managementhelp.org/leadership/index.htm>

<http://managementhelp.org/leadership/development/index.htm>

<http://managementhelp.org/personalwellness/self-motivation.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=leadership&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

[http://www.mindtools.com/pages/main/newMN\\_LDR.htm](http://www.mindtools.com/pages/main/newMN_LDR.htm)

## **Organizational Development**

<http://managementhelp.org/organizationdevelopment/index.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=organizational+development&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

## **Change management**

<http://managementhelp.org/organizationalchange/index.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=change+management&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

## **Training and development**

<http://managementhelp.org/training/index.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=training&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

[http://www.mindtools.com/pages/main/newMN\\_ISS.htm](http://www.mindtools.com/pages/main/newMN_ISS.htm)

## **Consulting**

<http://managementhelp.org/staffing/consulting.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=consulting&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

## **Project Management**

<http://managementhelp.org/projectmanagement/index.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=project+management&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

[http://www.mindtools.com/pages/main/newMN\\_PPM.htm](http://www.mindtools.com/pages/main/newMN_PPM.htm)

## **Performance Management**

<http://managementhelp.org/groups/index.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=+Performance+Management&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

## **Organizational Coaching**

<http://managementhelp.org/leadingpeople/coaching.htm>

<http://www.merlot.org/merlot/materials.htm?materialType=&keywords=coaching&category=2248&newsearchbutton0.x=0&newsearchbutton0.y=0&newsearchbutton0=Search>

[http://www.mindtools.com/pages/main/newMN\\_LDR.htm](http://www.mindtools.com/pages/main/newMN_LDR.htm)

## **Glossaries**

HR Resource Glossary <http://www.hrresource.com/industry-terms/>

Another HR glossary <http://www.shrm.org/TemplatesTools/Glossaries/Pages/default.aspx>

Diversity glossary <http://www.marist.edu/humanresources/diversity/diversityglossary.html>

Many management-related glossaries <http://www.createthefuture.com/Glossary.htm>

## **Legal information**

Society for Resource Management Legal Issues  
<http://www.shrm.org/LegalIssues/Pages/default.aspx>

Findlaw <http://employment.findlaw.com/>

## **Statistics and Demographics**

Bureau of Labor Statistics [www.bls.gov](http://www.bls.gov)

US Census Bureau of Local Employment Dynamics  
<http://lehd.did.census.gov/led/datatools/datatools.html>

Diversity statistics [http://www.diversityhotwire.com/business/diversity\\_statistics.html](http://www.diversityhotwire.com/business/diversity_statistics.html)

## Are You Planning a Questionnaire, Survey, Interview, or Focus Group?

Society for Human Resource Management Survey Findings

<http://www.shrm.org/Research/SurveyFindings/Pages/default.aspx>

Leadership forum <http://www.managementlogs.com/leadership.html>

Performance management forum

[http://www.managementlogs.com/performance\\_management.html](http://www.managementlogs.com/performance_management.html)

Project management forum <http://blog.alecsatin.com/6-free-project-management-forums/>

## Associations

To check out the competition for your product, find periodicals, identify conferences, talk to a librarian or expert on the product and more, try a trade association. Go to almost any library and **look in the *Encyclopedia of Associations*** for a thorough search of all associations, not just those that have websites.

Society for Human Resource Management <http://www.shrm.org/Pages/default.aspx>

American Society for Training and Development <http://www.astd.org/>

List of HR Associations <http://www.hr-guide.com/data/005.htm>

## Video and Audio Podcasts

Leadership videos <http://www.learnerstv.com/Free-Management-Video-lectures-ltv133-Page1.htm>

Managing people videos <http://www.learnerstv.com/Free-Management-Video-lectures-ltv134-Page1.htm>

HR Management videos <http://www.learnerstv.com/Free-Management-Video-lectures-ltv315-Page1.htm>

TED Talks on leadership <http://www.ted.com/search?q=leadership>

Youtube Education on

workplace diversity

[http://www.youtube.com/results?search\\_type=edu&rental=0&uni=3&movies\\_browse=1&search\\_query=workplace+diversity&aq=f](http://www.youtube.com/results?search_type=edu&rental=0&uni=3&movies_browse=1&search_query=workplace+diversity&aq=f)

human resource management

[http://www.youtube.com/results?search\\_type=edu&rental=0&uni=3&movies\\_browse=1&search\\_query=human+resource+management&aq=0&oq=human+resource+](http://www.youtube.com/results?search_type=edu&rental=0&uni=3&movies_browse=1&search_query=human+resource+management&aq=0&oq=human+resource+)

change management

[http://www.youtube.com/results?search\\_type=edu&rental=0&uni=3&movie](http://www.youtube.com/results?search_type=edu&rental=0&uni=3&movie)

training and development

[http://www.youtube.com/results?search\\_type=edu&rental=0&uni=3&movies\\_browse=1&search\\_query=training+and+development&aq=0&oq=training+and+d](http://www.youtube.com/results?search_type=edu&rental=0&uni=3&movies_browse=1&search_query=training+and+development&aq=0&oq=training+and+d)

consulting

[http://www.youtube.com/results?search\\_type=edu&rental=0&uni=3&movies\\_browse=1&search\\_query=consulting&aq=f](http://www.youtube.com/results?search_type=edu&rental=0&uni=3&movies_browse=1&search_query=consulting&aq=f)

performance management

[http://www.youtube.com/results?search\\_type=edu&rental=0&uni=3&movies\\_browse=1&search\\_query=performance+management&aq=f](http://www.youtube.com/results?search_type=edu&rental=0&uni=3&movies_browse=1&search_query=performance+management&aq=f)

project management

[http://www.youtube.com/results?search\\_type=edu&rental=0&uni=3&movies\\_browse=1&search\\_query=project+management&aq=f](http://www.youtube.com/results?search_type=edu&rental=0&uni=3&movies_browse=1&search_query=project+management&aq=f)

### **Do You Need Books to Expand Your Research?**

Google Books at <http://books.google.com> is amazing!

- Be sure to search it for your subject area!
- Click “Advanced Book Search” and check “Full View Only” to limit the search to full-text results
- “PartialView” can also provide plenty of full-text

<http://www.amazon.com> or <http://www.bn.com> Use these easy search engine to get lists of books on your topic and to read excerpts, but try to get the books from your local library or buy from your local independent bookstore. Or, buy a less expensive used copy from an online independent bookstore at <http://www.bookfinder.com>

*If you can't find what you need or you need more, ask yourself:*

*Who would care about this topic?*

*Where would they publish what they know?*

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