



Using the Library Resources for Job Search

The Poudre River Public Library District offers many resources that are of great value to job seekers. Many of these resources can be accessed remotely from your home computer or here at the LCWC computer lab. To access these valuable resources, you will need a library card.

In order to get a library card, you will need to go to a library branch. You may also obtain a temporary library card (valid for 30 days) online. You can find information below for the three branches in Fort Collins.

Job Seeker Resources

As a library card holder you can access the following powerful databases and tools that the library subscribes to.

1. **AtoZ Databases:** Job search, reference & mailing list database including 30 million business profiles & 220 million residents. AtoZ provides help with sales leads mailing lists, market research, employment opportunities, employment statistics and finding friends and relatives.
2. **BrainFuse Adult Learning Center:** Brainfuse Adult Learning Center provides online, one-on-one coaching to help improve jobs skills and provides tools for job searching. It provides practice tests like the GED and U.S. Citizenship tests. Live tutors and resume building assistance are available 7 days a week from 3 p.m. until 12 midnight. Access is also available in Spanish.
3. **LearningExpress:** If you're searching for a job, thinking about a career change, or want to take that next step on the ladder to success, LearningExpress can help you. You'll find courses and practices full of helpful information on a wide variety of career and workplace subjects: choosing a great career, job hunting, interviewing, networking, sharpening your business writing skills, dealing with coworkers, achieving success on the job, and much more. Preparing for a professional exam? Curious about a particular occupation? You'll find instantly scored practice tests based on the official exams for a wide variety of careers. Explore your future now.
4. **Jobs & Career Accelerator:** Career guidance and job searching tool that integrates occupation and career exploration, real time jobs listings, resume and cover letter preparation, job search skills, and a personal job search tracking system. It also includes access to skill building resources, including more than 60 interactive computer training courses, and direct access to LearningExpress occupation practice tests and skills tutorials.
5. **Business Source Premier:** provides full text for thousands of business journals, including peer-reviewed, scholarly business publications. Coverage includes all subject areas related to business, including accounting, management, finances, personnel, and more. Need to research a company or industry? Business Source Premier provides full text Datamonitor reports for companies and industries. Need to keep up with your profession or trends in your industry? Try searching trade journals or business journals by key word.

A LIBRARY CARD IS REQUIRED TO ACCESS THESE TOOLS REMOTELY

TO ACCESS THESE DATABASES, VISIT:

<http://www.poudrelibraries.org/research/>

Jobs & Careers (navigation bar in middle) for the first four databases above

OR

Business & Finance for Business Source Premier

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