Research Guide to The Leadership Library (Yellow Books)

WHAT IS IT?

The Leadership Library® on the Internet makes all 14 leadership directories, which contain over 400,000 individuals at over 40,000 enterprises, available in electronic form. Updated daily, it provides researchers with the most current information on the institutional leadership of the United States. Among the directories covered are:

- The Congressional Yellow Book
- The Federal Yellow Book
- The State Yellow Book
- The Municipal Yellow Book
- The Judicial Yellow Book
- The Corporate Yellow Book
- The Financial Yellow Book
- The Media Yellow Book

The Leadership Library® enables users to search within single directories, some directories, or across all directories using criteria such as job title and function, geographic area, and biographical information, such as education. This means users can use the database to create an unlimited number of custom leadership directories. The Leadership Library® contains thousands of contacts in areas such as library and information services, recruitment, purchasing and procurement, and management information services.

WHAT SHOULD I KNOW ABOUT IT?

- The Leadership Library® can be accessed from the DuFour Law Library Research Databases page (http://lib.law.cua.edu/pages/online.html) or may be accessed directly at http://ldi.bvdep.com/.

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available off-campus to CUA Law faculty, staff, and students. You must provide a valid patron name and barcode number to access this database off-campus.

- *The Leadership Library* provides a useful pop-up “Help Guide” that is searchable through either a table of contents or an index. A link to the Help Guide is located in the top right-hand corner of the main search screen.

**HOW DO I…**

**1. Perform a Quick Search?**
To quickly find an organization or individual, simply click on the corresponding tab, enter the name into the find box, and click ‘Search’. Quick Search will then generate a results list of that individual or organization within all of the 14 Yellow Books in *The Leadership Library*. To restrict your search to one or more Yellow Books, you can use the ‘Yellow Book’ tab or use the pull down list of directories.

**2. View and Interpret the Results?**
*The Leadership Library* allows you to view and manipulate your search results in a spreadsheet format before you export them. You can view your results as a list of organizations or a list of people. To view your results click on the blue underlined total number of organizations or people in the Search Summary screen or just click on ‘Show Organization List’ or ‘Show Person List’ at the top of the Search Summary frame. In the results screen you can use these two buttons to toggle between your organizations and people lists. To view more records within this list, you can scroll up and down using the scroll bar on the right-hand side of the results window. To save loading time the database loads the first 50 hits in your results list. To move around within your results list, you may wish to use the blue ‘First 50’/’Previous 50’/’Next 50’/’Last 50’ buttons located below the results window. In the following example 61 organizational entries were retrieved with the search “Supreme Court” in “All Yellow Books.”

If you encounter any difficulties using *The Leadership Library* or have any questions related to this resource please contact a reference librarian in the 2nd floor Reference Room.

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