

Certificate in Business 2017 Reading List

Author	Title	Year/Edition	Publisher	Book No. & DDC No.
Levine, D. M., Krehbiel, T. C. & Berenson, M. L.	Business Statistics: a first course	2013/6 th ed.	Pearson	B 11 601 519.5 LEV
Francis, A. & Mousley, B.	Business Mathematics and Statistics	2014/7 th ed.	Cengage Learning	B 12 451 519.5 FRA
Sangster, A.	Frank Wood's Business Accounting 1	2016/13 th ed.	Pearson	B 12 513 657 SAN
Schiffman, L. G. & Wisnblit, J.	Consumer Behavior	2015/11 th Global ed.	Pearson	B 12 481 658.8342 SCH
Sloman, J.	Economics	2015/9 th ed.	Pearson	B 12 466 330 SLO
Wallace, P.	Introduction to information systems	2015/2 nd ed.	Pearson	B 12 028 658.4038011 WAL
Haag, S. & Cummings, M.	Information systems essentials	2008/2 nd ed.	McGraw-Hill	B 07353 658.4038 HAA
Gitman, L. J. & McDaniel, C.	The Future of Business	2009/4 th ed.	South-Western Cengage Learning	B 09968 658 GIT
Jenning, M.M,	Business: its legal, ethical and global environment	2009/8 th ed.	Cengage Learning	B 09791 658 JEN
Robbins, S. P. & Coulter, M.	Management	13 th Global ed.	Pearson	B 12 463 658 ROB
Gitman, J. L.	Principles of Managerial Finance	2015/14 th Global ed.	Pearson	B 12 488 658.15 GIT
Ross, S. A. et al.	Fundamentals of Corporate Finance	2016/2 nd ed.	McGraw-Hill	B 12 471 658.15 FUN
Lucey, T.	Costing	2009/7 th ed.	South-Western Cengage Learning	B 09784 657.42 LUC
Thill, J. & Bovee, C. L.	Excellence In Business Communication	2005/6 th ed.	Pearson	B 06782 658.45 THI
Nik Safiah Karim et al.	Tatabahasa Dewan	2008/3 rd ed.	Dewan Bahasa dan Pustaka.	B 09559 499.235 NIK
Roziyah Sidik, Zulkarnain Mohamed & Nasruddin Yunos	Pengajian Islam	2011/2 nd ed.	Oxford Fajar	B 12 456 297.071 ROZ

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Asnarulkhadi Abu Samah & Jayum A. Jawan	Kenegaraan Malaysia.	2001	Penerbit Universiti Putra Malaysia	B 04422 959.5 KEN
Eow, B. H. et al.	Moral Education	2008/Rev. ed.	Prentice Hall (M)	B 09664 370.114 MOR
Wong, N. K. et al.	Pendidikan Moral	2011	Cengage Learning Asia	B 12 127 370.114 PEN