

Diploma in Business Administration 2017 Reading List

Author	Title	Year/Edition	Publisher	Book No. & DDC No.
Sangster, A.	Frank Wood's Business Accounting 1	2016/13 th ed.	Pearson	B 12 513 657 SAN
Brealey, R. A., Myers, S. C. & Allen, F.	Principles of Corporate Finance	2017/12 th ed.	McGraw-Hill	B 12 527 658.15 BRE
Francis, A. & Mousley, B.	Business Mathematics and Statistics	2014/7 th ed.	Cengage Learning	B 12 451 519.5 FRA
Pike, R., Neale, B. & Linsley, P.	Corporate Finance and Investment: Decisions and Strategies	2015/8 th ed.	Pearson	B 12 596 658.150941 PIK
Lee, Mei Pheng	General Principles of Malaysian Law	2005/5 th ed.	Fajar Bakti	B 09057 346.409595 LEE
Taylor, S.	Communication for business: a practical approach	2005/4 th ed.	Pearson	B 09551 651.7 TAY
Skidmore, D.	How to Pass Cost Accounting: second & third level	1997	LCCI CET	B 06962 657 SKI
Kotler, P. & Armstrong, G.	Principles of Marketing	16 th Global ed.	Pearson	B 12 461 658.8 KOT
Laudon, K. C. & Traver, C. G.	E-Commerce 2014: Business. Technology. Society	2014/10 th ed.	Pearson	B 11 969 658.872 LAU
Bryman, A. & Bell, E.	Business Research Methods	2015/4 th ed.	Oxford University Press	B 12 579 658.0072 BRY
Belch, G. E. & Belch, M. A.	Introduction to Advertising & Promotion: An Integrated Marketing Communication Perspective	2015/10 th Global ed.	McGraw-Hill	B 12 121 659.1 BEL
Slack, N., Brandon-Jones, A. & Johnston, R.	Operations Management	2013/7 th ed.	Pearson	B 12 143 658.5 SLA
Dias, L. P.	Introduction to Business	2009	McGraw-Hill	B 10 996 658 DIA
	English For Business	2007	Thomson	B 08465 428 OBR
Stone, R. J.	Human Resource Management	2014/8 th ed.	Wiley	B 12 476 658.3 STO

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Schiffman, L. G. & Wisenblit, J.	Consumer Behavior	2015/11 th Global ed.	Pearson	B 12 481 658.8342 SCH
Wood, J. et al.	Organizational Behaviour: A Global Perspective	2004/3 rd ed.	John Wiley & Sons	B 10 938 658.314 ORG
Wood, J. et al.	Organizational Behaviour: core concepts and applications	2015/4 th Australasian ed.	Wiley	B 12 475 658.314 ORG
Deviga, V. & Karunagaran, M.	Principles of Economics	2013/3 rd ed.	Oxford Fajar	B 12 452 330 DEV
Stair, R. & Reynolds, G.	Fundamentals of Information Systems	2015/8 th ed.	Course Technology	To Purchase
Hill, C. W. L.	International Business: Competing in the Global Marketplace	2015/10 th ed.	McGraw-Hill	B 12 067 658.049 HIL
Khalidah Khalid Ali et al.	Business Management: A Malaysian Perspective	2015/3 rd ed.	Oxford University Press	B 12 453 658.4009595 BUS
Robbins, P. & Coulter, M.	Management	2016/13 th Global ed.	Pearson	B 12 463 658 ROB
Eow, Boon Hin	Moral Education	2008/Rev. ed.	Prentice Hall	B 09664 370.114 MOR
Nazaruddin Mohd Jali et al.	Malaysian Studies: Nationhood and Citizenship	2008	Pearson Prentice Hall	B 08999 959.5 NAZ
Adenan Ayob	Bahasa Kebangsaan	2009	Fajar Bakti	B 12 103 499.2307 ADE
Roziah Sidik, Zulkarnain Mohamed & Nasrudin Yunos	Pengajian Islam	2011/2 nd ed.	Oxford Fajar	B 12 456 297.071 ROZ
Cox, K. & Hill, D.	EAP Now! English for Academic Purposes: Students' Book	2011/2 nd ed.	Pearson	B 11 554 428.24 COX