

SECTION 5: READING LIST

This reading list is updated regularly on CIE's website.

Management Skills

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Self Leadership and the One Minute Manager	Blanchard, K., Fowler, S., Hawkins, L.	2006	Harper Collins	9780007208104
Qualitative Research in Business & Management	Myers, M.	2008	Sage	9781412921664
The Curious Researcher	Ballenger, B.	2008	Pearson Education	9780205666119
Doing Business Research	Lee, N., Lings, I.	2008	Sage	9781412928786
Understanding Research	Neuman, L.	2008	Pearson Education	9780205471539
The Manager's Good Study Guide	Tyler, S.	2008	Open University Business School	9780749213879
What Type of Leader Are You?	Lapid-Bogda, G.	2007	McGraw-Hill	9780071477192
How to Manage People	Armstrong, M.	2008	Kogan Page	9780749452414
How to Be an Even Better Manager	Armstrong, M.	2008	Kogan Page	9780749451639
The Seven Habits of Highly Effective People	Covey, S.	2004	Simon & Schuster Ltd	9780684858395
The 8 th Habit. From Effectiveness to Greatness	Covey, S.	2006	Simon & Schuster Ltd	9780743206839
Decision Making and Problem Solving Strategies	Adair, J.	2007	Kogan Page	9780749449186

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Financial Management

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Understanding Financial Management: A Practical Guide	Baker, K., Powell, G.	2005	Blackwell Publishers	9780631231004
Financial Accounting An Introduction	Benedict, A., Elliott, B.	2008	Pearson Education	9780273688853
Accounting for Non-Accountants	Mott, G.	2008	Kogan Page	9780749452643
Financial Management for Decision Makers	Atrill, P.	2008	Pearson Education	9780273717645
Accounting for Non-Accounting Students	Dyson, J.	2007	Pearson Education	9780273709220
Corporate Finance and Investment Decisions and Strategies	Pike, R., Neale, W.	2005	Pearson Education	9780273695615
Business Accounting Volume 1	Wood, F., Sangster, A.	2008	Pearson Education	9780273712121

www.businessfinancemag.com
www.investopedia.com
www.quickmba.com/accounting/fin/equation
www.quickmba.com/accounting/fin/statements
www.accounting.com
www.business.rutgers.edu
www.bizhelp24.com/accounting

Information Systems Management

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Managing Information Systems, Strategy & Organisation	Boddy, D., Boonstra, A., Kennedy, G.	2008	Financial Times/Prentice Hall	9780273716815
Management Information Systems: Managing the Digital Firm	Laudon, P., Laudong, K.	2008	Pearson Education	9780132415798
Business Information Systems	Bocij, P., Greasley, A., Hickie, S.	2008	Pearson Education	9780273716624
Introduction to Information Systems	Kelly Rainer Jr R., Turban, E.	2008	John Wiley	9780470169001
Creating Collaborative Advantage through Knowledge and Innovation	Hawamdeh, S.	2007	World Scientific Publishing	9789812704511
Managing Knowledge Security	Desouza, K.	2007	Kogan Page	9780749449612

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Strategic Management

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Exploring Corporate Strategy – Text and Cases	Johnson, G.	2007	Pearson Education	9781405887328
Strategy Bites Back	Mintzberg, H., Ahlstrand, B., Lampel, J.	2008	Pearson Education	9780273721840
Managing Change	Burnes, B.	2004	Pearson	9780273683360
Strategy Safari	Mintzberg, H., Ahlstrand, B., Lampel, J.	2008	Pearson Education	9780273719588
Strategy A View from the Top	De Kluyver, C., Pearce, J.	2008	Pearson Education	9780135013199
Strategic Planning	Wittmann, R., Reuter, M.	2008	Kogan Page	9780749452339
Understanding Strategic Management	Henry, A.	2007	Oxford University Press	9780199288304
Understanding Strategic Management	Capon, C.	2008	Financial Times/ Prentice Hall	9780273694984
Execution Premium: Linking Strategy to Operations for Competitive Advantage	Kaplan, R., Norton, D.	2008	Harvard Business Publishing	9781422121160

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Human Resource Planning

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Fundamentals of Human Resource Management	Torrington, D., Hall, L., Taylor, S.	2008	Pearson Education	9780273713067
Strategic Human Resource Management	Armstrong, M.	2008	Kogan Page	9780749453756
A Handbook of Human Resource Management Practice	Armstrong, M.	2006	Kogan Page	9780749446314
The Assessment and Selection Handbook	Taylor, I.	2008	Kogan Page	9780749454036
Human Resource Management	Mondy, R.	2007	Pearson Education	9780137128235
International Human Resource Management: A Critical Text	Scullion, H., Lineham, M.	2005	Palgrave Macmillan	9780333741399
The Handbook of Model Job Descriptions	Cushway, B.	2008	Kogan Page	9780749452247
On-Line Recruiting and Selection	Reynolds, D., Weiner, J.	2009	Blackwell Publishing	9781405182300
Human Resource Management	Torrington, D., Taylor, S., Hall, L.	2007	Pearson Education	9780273710752

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Organisational Behaviour and Change Management

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Exploring Corporate Strategy – Text and Cases	Johnson, G., Scholes, K., Whittington, G.	2007	Pearson Education	9781405887328
Essentials of Organisational Behaviour	Mullins, L.	2008	Pearson Education	9780273716464
Organisational Behaviour, Individuals, Groups & Organisations	Brooks, I.	2008	Pearson Education	9780273715368
Making Sense of Change Management	Cameron, E., Green, M.	2009	Kogan Page	9780749453107
The Corporate Culture Handbook	O'Donovan, G.	2007	The Liffey Press	9781905785292
Exploring Strategic Change	Baloqun, J., Hailey, V., Johnson, G., Scholes, K.	2008	Pearson Education	9780273708025
A Sense of Urgency	Kotter, P.	2008	Harvard Business Publishing	9781422179710

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Customer Relations Management

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Public Relations Strategy	Oliver, S.	2007	Kogan Page	9780749448653
Up Close and Personal?	Gamble, P., Stone, M., Woodcock, N., Foss, B.	2006	Kogan Page	9780749446918
Management Lessons from Mayo Clinic	Leonard, B., Seltman, K.	2008	McGraw-Hill	9780071590730
Service Management	Fitzsimmons, J.A., Fitzsimmons, M.J.	2007	McGraw Hill	9780077228491
CRM at the Speed of Light: Essential Customer Strategies for the 21st Century	Greenberg, P.	2004	McGraw-Hill	9780072231731
Customer Relationship Management	Peelen, E.	2005	Pearson Education	9780273681779
Service Operations Management	Johnston, R., Clark, G.	2008	Pearson Education	9781405847322
Customer Mania! It's Never too Late to Build a Customer-Focused Company	Blanchard, K.	2005	HarperCollins	9780007210503

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Strategic Marketing

TITLE	AUTHOR	PUBLISHED	PUBLISHER	ISBN
Brand Immortality	Pringle, H., Field, P.	2008	Kogan Page	9780749449285
Marketing Across Cultures	Usunier, J.C., Lee, J.	2009	Pearson Education	9780273713913
Understanding Digital Marketing	Ryan, D., Jones, C.	2008	Kogan Page	9780749453893
Internet Marketing	Chaffey, D., Ellis-Chadwick, F., Johnston, K., Mayer, R.	2008	Pearson Education	9780273717409
Essentials for Global Marketing	Hollensen, S.	2008	Pearson Education	9780273717843
Strategic Marketing Problems	Kerin, R., Petersen, R.	2008	Pearson Education	9780132335713
Global Marketing Management	Keegan W., Green, M.	2007	Pearson Education	9780138133863
Marketing intro Asian Perspective	Kotler, P., Armstrong, G.	2006	Pearson Education	9780131676619

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