



School of Administration and Management Reading list- Business

Accounting, Finance, Financial Management

Book Title: Accounting: What the Numbers Mean

Author/s: Marshall, D., McManus, W., & Viele, D.

Publisher/Edition/Publication Date: McGraw-Hill Education. 12th ed., 2019.

ISBN-13: 978-1260565492

Journal Title: Distributed Accounting and Blockchain Technology in Financial Accounting.

Journal of Physics

Author/ Publication date: Mai, X. (2021)

DOI: <https://doi.org/10.1088/1742-6596/1881/2/022078>

Business Communications

Book Title: Business Communication: Developing Leaders for a Networked World

Author/s: Cardon, P.

Publisher/Edition/Publication Date: McGraw-Hill Education. 4th ed. 2020

ISBN-13: 978-1936572595

Journal Title: Key Factors of Business Communications in Latin America.

Author/ Publication date: Journal of Business Diversity, 2020

DOI: <https://doi.org/10.33423/jbd.v20i1.2707>

Business Ethics, Business and Society

Book Title: Managing Business Ethics: Straight Talk about How to Do It Right

Author/s: Trevino, L. K., & Nelson, K. A.

Publisher/Edition/Publication Date: Wiley. 8th ed., 2021

ISBN-13: 978-1119711001



School of Administration and Management Reading list- Business

Journal Title: From writing ethics to doing ethics: ethical questioning of a practitioner.

Author/ Publication date: Afolabi, T. (2021)

DOI: <https://doi.org/10.1080/13569783.2021.1880317>

Business Law

Book Title: Introduction to Business Law

Author/s: Beatty, J. F., Samuelson, S. S., & Abril, P.

Publisher/Edition/Publication Date: Cengage Learning. 6th ed. 2018

ISBN-13: 978-1337404341

Journal Title: Expanding California's Law to Increase Protections for Temporary Guest Workers Benefits Businesses.

Author/ Publication date: RICHARD, S., & LA PIERRE, S., 2020

DOI: <https://doi.org/10.1017/bhj.2020.26>

Conflict Management

Book Title: Conflict Management for Managers: Resolving Workplace, Client, and Policy Disputes

Author/s: Raines, S. S.

Publisher/Edition/Publication Date: Rowman & Littlefield Publishers. Second ed.

ISBN-13: 978-1538119938

Journal Title: Conflict between younger and older workers: an identity-based approach.

Author/ Publication date: Ho, H. C., & Yeung, D. Y. 2020

DOI: <https://doi.org/10.1108/ijcma-08-2019-0124>



School of Administration and Management Reading list- Business

E-Commerce Management

Book Title: Digital Business and E-Commerce Management

Author/s: Chaffey, D., Hemphill, T., & Edmundson-Bird, D.

Publisher/Edition/Publication Date: Pearson. 7th ed., 2019

ISBN-13: 978-1292193335

Journal Title: The Impact of E-Commerce Firms' Capabilities on Value Offering in the Online Shopping Environment.

Author/ Publication date: Journal of Marketing Development and Competitiveness, 2020

DOI: <https://doi.org/10.33423/jmdc.v14i1.2766>

Economics

Book Title: Good Economics for Hard Times

Author/s: Banerjee, A., & Duflo, E.

Publisher/Edition/Publication Date: PublicAffairs, 2021

ISBN-13: 978-1541788947

Journal Title: Sustainability as an Economic Issue: A BioPhysical Economic Perspective. Sustainability,

Author/ Publication date: Klitgaard, K. (2020)

DOI: <https://doi.org/10.3390/su1201036>



School of Administration and Management Reading list- Business

Employee Training and Development

Book Title: Evidence-Informed Learning Design: Creating Training to Improve Performance

Author/s: Neelen, M., & Kirschner, P. A.

Publisher/Edition/Publication Date: Kogan Page. 1st ed., 2020

ISBN-13: 978-1789661415

Journal Title: Can Employee Training Influence Local Fiscal Outcomes?

Author/ Publication date: Sreen, T. L., Afonso, W., & Gerrish, E., 2020

DOI: <https://doi.org/10.1177/0275074020911717>

General Business

Book Title: The COMPLETE BOOK of Product Design, Development, Manufacturing, and Sales.

Author: Selikoff, S.

Publisher/Publication date: Independently published. (2020a)

ISBN-13: 979-8649134422

Journal Title: Business buyers are people too: exploring how geodemographics affects business-to-business selling effectiveness. Journal of Business & Industrial Marketing,

Author/Publication date: Mier, J., Carlson, J., Bellenger, D. N., & Johnston, W. J. (2020).

DOI: <https://doi.org/10.1108/jbim-01-2019-0037>

Human Relations, Human Resource Management, Compensation

Book Title: HR Rising!!

Author/s: Browne, S.

Publisher/Edition/Publication Date: Society For Human Resource Management. 2020



School of Administration and Management Reading list- Business

ISBN-13: 978-1586446444

Journal Title: COVID-19: The Prospects for Nonprofit Human Resource Management.

Canadian Journal of Nonprofit and Social Economy Research

Author/ Publication date: Akingbola, K. 2020

DOI: <https://doi.org/10.29173/cjnsr.2020v11n1a372>

Information Management

Book Title: The I.T. Leaders' Handbook: Foundations for Leading the Information Technology Department.

Author/s: Bredesen, J. A.

Publisher/Edition/Publication Date: Bredesen, J. A., 2021

ISBN-13: 978-1736650004

Journal Title: Information at Work: Information Management in the Workplace.

Journal of the Medical Library Association

Author/ Publication date: Farris, D. (2020)

DOI: <https://doi.org/10.5195/jmla.2020.905>

International Business

Book Title: ISE International Business: Competing in the Global Marketplace

Author/s: Hill, C.

Publisher/Edition/Publication Date: McGraw-Hill Interamericana de España S.L., 13th ed., 2021



School of Administration and Management Reading list- Business

ISBN-13: 978-1260575866

Journal Title: Renewable energy in international business. Critical Perspectives on International Business

Author/ Publication date: Kaartemo, V., & Gonzalez-Perez, M. A., 2020

DOI: <https://doi.org/10.1108/cpoib-08-2019-0062>

Leadership

Book Title: Conscious Leadership: Elevating Humanity Through Business.

Author/s: Mackey, J., Mcintosh, S., & Phipps, C.

Publisher/Edition/Publication Date: Portfolio., 2020

ISBN-13: 978-0593083628

Journal Title: Direct and Indirect Effects of Transformational Leadership on Volunteers' Intention to Remain at Non-profit Organizations.

Author/ Publication date: Almas, S., Chacón-Fuertes, F., & Pérez-Muñoz, A. 2020

DOI: <https://doi.org/10.5093/pi2020a17>

Book Title: An Everyone Culture: Becoming a Deliberately Developmental Organization

Author/s: Robert Kegan, Lisa Laskow Lahey, et al,

Publisher/Edition/Publication Date: 2016

ISBN-13: 978-1625278623



School of Administration and Management Reading list- Business

Book Title: Leadership and Self-Deception: Getting Out of the Box,

Author/s: The Arbinger Institute

Publisher/Edition/Publication Date: 2018

ISBN-13: 978-1523097807

Book Title: The Three Laws of Performance: Rewriting the Future of Your Organization and Your Life

Author/s: Steve Zaffron & Dave Logan

Publisher/Edition/Publication Date: 2011

ISBN-13: 978-1118043127

Marketing, Marketing Management, and Public Relations

Book Title: Marketing Made Simple: A Step-by-Step StoryBrand Guide for Any Business.

Author/s: Miller, D., & Peterson, J. J.

Publisher/Edition/Publication Date: HarperCollins Leadership. 2021

ISBN-13: 978-1400217649

Journal Title: A bibliometric retrospection of marketing from the lens of psychology: Insights from Psychology & Marketing.

Author/ Publication date: Donthu, N., Kumar, S., Pattnaik, D., & Lim, W. M., 2021

DOI: <https://doi.org/10.1002/mar.21472>

Organizational Theory, Organizational Behavior



School of Administration and Management Reading list- Business

Book Title: Put Happiness to Work: 7 Strategies to Elevate Engagement for Optimal Performance

Author/s: Karpinski, E., & Achor, S.

Publisher/Edition/Publication Date: McGraw-Hill Education. 1st ed, 2021

ISBN-13: 978-1260466720

Journal Title: How CSV and CSR Affect Organizational Performance: A Productive Behavior Perspective.

International Journal of Environmental Research and Public Health,

Author/ Publication date: Park, K. O. (2020)

DOI: <https://doi.org/10.3390/ijerph17072556>

Principles of Management

Book Title: Welcome to Management: How to Grow From Top Performer to Excellent Leader

Author/s: Hawk, R., & McChrystal, S.

Publisher/Edition/Publication Date: McGraw-Hill Education. 1st ed., 2020

ISBN-13: 978-1260458053

Journal Title: Sink or Swim? Impacts of Management Strategies on Small Business Survival and Recovery.

Author/ Publication date: Marshall, M. I., & Schrank, H. L. (2020)

DOI: <https://doi.org/10.3390/su12156229>

School of Administration and Management Reading list- Business

Project Management

Book Title: Product Management's Sacred Seven: The Skills Required to Crush Product Manager Interviews and be a World-Class PM.

Author/s: Detroja, P., Mehta, N., & Agashe, A.

Publisher/Edition/Publication Date: Paravane Ventures. 2020

ISBN-13: 978-0578740584

Journal Title: The Impact of Project Manager Soft Competences on Project Sustainability.

Author/ Publication date: Xue, J., Rasool, Z., Gillani, A., & Khan, A. I., 2020

DOI: <https://doi.org/10.3390/su12166537>

Small Business Management

Book Title: Business Made Simple: 60 Days to Master Leadership, Sales, Marketing, Execution, Management, Personal Productivity and More.

Author/s: Miller, D.

Publisher/Edition/Publication Date: HarperCollins Leadership. 2021

ISBN-13: 978-1400203819

Journal Title: Total Worker Health Leadership and Business Strategies Are Related to Safety and Health Climates in Small Business.

International Journal of Environmental Research and Public Health

Author/ Publication date: Schwatka, N. V., Dally, M., Tenney, L., Shore, E., Brown, C. E., & Newman, L. S. (2020)

DOI: <https://doi.org/10.3390/ijerph17062142>



School of Administration and Management Reading list- Business

Strategic and Modern Management

Book Title: Strategic Management: Text and Cases

Author/s: Dess, G., McNamara, G., Eisner, A., & Lee, S.

Publisher/Edition/Publication Date: McGraw-Hill Education. 10th ed. 2020

ISBN-13: 978-1260575255

Journal Title: Debate: The learning organization—a key construct linking strategic planning and strategic management

Author/ Publication date: Kools, M., & George, B. (2020)

DOI: <https://doi.org/10.1080/09540962.2020.1727112>