

## Recommended Texts of Diploma in Financial Analysis

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
Bahasa Kebangsaan (A)	Main	Ab. Rahman, Ab. Rashid, Yap Kim Fatt. <u>Bahasa Kebangsaan: khas untuk IPTS</u> . Petaling Jaya: Longman, c2002.	499.28/AB
	Supplementary	Abdullah Hassan. <u>Linguistik am untuk guru Bahasa Malaysia</u> . Kuala Lumpur: DBP, c1980.	410/ABD-2
		Abdullah Hassan. <u>Isu-isu perancangan bahasa: pengintelektualan Bahasa Malaysia</u> . Kuala Lumpur: DBP, c1987.	499.28/ABD-4
		Ab. Rahman, Ab. Rashid, Yap Kim Fatt. <u>Bahasa Melayu: komunikasi berkesan dan pengucapan umum</u> . Petaling Jaya: Longman Malaysia, c1995.	302.2/AB
		Ab. Rahman, Ab. Rashid, Hjh. Wan Som. <u>Bahasa Melayu: bahasa dalam komunikasi dan proses komunikasi</u> . Petaling Jaya: Longman Malaysia, c1995.	499.28/AB-2
		Asmah Hj. Omar. <u>Penggunaan bahasa dalam surat rasmi bahasa dalam komunikasi</u> . Kuala Lumpur: DBP, c1983.	499.28/ASM-11
		Asmah Hj. Omar. <u>Bahasa laporan</u> . Kuala Lumpur: DBP, c1987.	No Available <b>New ed.:</b> c1988 808/ASM 808/ASMC2 808/ASMC3 c1995 808/ASM-3
		Awang Sariyan. <u>Mari berbahasa baku : sebutan baku dan ejaan Rumi</u> . Kuala Lumpur: Synerymate Sdn. Bhd., c1995.	499.28/AWA-8

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		Ismail Hussein. <u>Sejarah pertumbuhan Bahasa Kebangsaan kita</u> . Kuala Lumpur: DBP, c1992.	499.28/ISM c1981
		Kamal Shukri Abdullah Sani. <u>Bahasa Melayu: apa sudah jadi?</u> Kuala Lumpur: PTS Professional, c2007.	499.28/KAM-4
		Nik Safiah Karim et. al. <u>Tatabahasa dewan</u> . 3 <sup>rd</sup> ed. Kuala Lumpur: DBP, c2008.	499.285/SAF-3
		Sulaiman Masri. <u>Penulisan dalam Bahasa Malaysia baku</u> . Cetakan 2. Kuala Lumpur: DBP, c1990.	499.28/SUL-2
		Za' ba. <u>Pelita Bahasa Melayu penggal I-III</u> . Kuala Lumpur: DBP, c2000.	499.23/ZAI
Basic Chinese	Main	De Francis John. <u>Beginning chinese reader, part I &amp; part II</u> . New Haven & London: Yale University Press, c1977.	495.1/DEFV1
		Hu Yushu. <u>Chinese for today, book one</u> . Shanghai: Fudan University Press, c1986.	No Available Hu Yushu. <u>现代汉语, 修订本</u> . Shanghai: Shanghai Educational Publishing House, 1995.
		Liu Xun et al. <u>Chinese character exercise book for practical chinese reader book 1</u> . Hong Kong: The Commercial Press Ltd., c1985.	No Available
	Supplementary	-	
Business English	Main	John V. Thill, Courtland L. Bovee. <u>Excellence in business communication</u> . 7 <sup>th</sup> ed. Upper Saddle River: Pearson Prentice hall, c2007.	658.4/THI-2

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		Bovee, Thill, Schazman. <u>Business communication today</u> . 8 <sup>th</sup> ed. Upper Saddle River: Prentice Hall, c2005.	658.4/BOV-2
	Supplementary	Bienvenu, Sherron, Timm, Paul R. <u>Business communication: discovering strategy developing skills</u> . Upper Saddle River: Prentice Hall, c2002.	658.4/BIE
Business Ethics for Investment Profession	Main	Richard DeGeorge. <u>Business ethics</u> . 7th ed, Pearson, c2010.  CFA Institut. <u>Standards of practice handbook</u> . 9 <sup>th</sup> ed. Charlottesville, VA.: CFA Institute, c2006.	In process  332.6/CFA
	Supplementary	Kim, K.A., Nofsinger, J.R. <u>Corporate governance</u> . 2 <sup>nd</sup> ed. Prentice Hall, c2007.	338.7/KIM
Business Finance	Main	Gitman, L.J. <u>Principles of managerial finance</u> . 12 <sup>th</sup> ed. Prentice Hall, c2009.  Brigham, E.R., Houston, J.F. <u>Fundamentals of financial management</u> . 10 <sup>th</sup> ed, South-Western, c2004.	658.15/GIT-5  No Available <b>New ed.:</b> c2007, Concise 5th ed. 658.15/BRI-3  c2009, Concise 6th ed. 658.15/BRI-6
	Supplementary	J. Van Horne, John M Wachowicz. <u>Fundamentals of financial management</u> . 13 <sup>th</sup> ed, Prentice Hall, c2009.	In process <b>Old ed:</b> c2005, 12th ed. 658.15/HOR-8
Business Law	Main	David Kelly, Ann Holmes, Ruth Hayward. <u>Business law</u> . 5th ed. London : Cavendish, c2005.	346/KEL-2

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
	Supplementary	M.P. Lee, <u>General principles of Malaysian law</u> . 5th ed. Malaysia: Penerbit Fajar Bakti Sdn. Bhd., c2005.  Beatrix Vohrah, Wu Min Aun. <u>The commercial law of Malaysia</u> . 2 <sup>nd</sup> ed. Petaling Jaya: Pearson, c2004.	340.9595/LEE-2 340.9595/LEE-3  346/WU-5
Business Mathematics	Main	K.K.We, T.K. Lau. <u>Business mathematics for UiTM</u> . 2 <sup>nd</sup> ed. Malaysia: Oxford Fajar Sdn Bhd, c2006.	650.1/LAU-2
	Supplementary	K.K.We, T.K. Lau. <u>Accountancy mathematics for UiTM</u> . 2 <sup>nd</sup> ed. Malaysia: Penerbit Fajar Bakti Sdn Bhd, c2006.  Jeffrey Slater. <u>Practical business math procedures</u> . 7 <sup>th</sup> ed. USA: McGraw-Hill, c2003.	657/LAU-2  650.01/SLA-4
Chinese	Main	Li Xiangxin. <u>Zenyang Yuedu Guwen (Bagaimana Membaca Prosa Kuno)</u> . Taiwan: Xuehai Bianjibu, c1988.	820.3/XHC
	Supplementary	Xie Bingying, Qiu Xieyou, Zuo Songchao, Ying Yukang, Huang Junlang, Fu Wuzhi (Terjemahan). <u>Guwen Guanzhi (Antologi Prosa Kuno)</u> . Taiwan: Sanmin, c1992.  Lin Yutang, Tai Geer, <u>Zhongwai Sanwen Jinghua (Intisari prosa dalam dan luar Negeri China)</u> . Taiwan: Changchunshu, c1980.	No Available <b>New ed.:</b> c1997 835/XBY  No Available
Computer Applications	Main	Shelly, Gary B. et al. <u>Microsoft Internet Explorer 6: introductory concepts and techniques</u> . Australia: Thomson Course Technology, c2005.	004.6/SHE
	Supplementary	Habraken, Joe. <u>Microsoft Office 2003 all-in-one</u> . Indiana: Que, c2004.	005.3/HAB

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
Consumer Behaviour	Main	Schiffman, Leon G., Leslie Lazar Kanuk. <u>Consumer behaviour</u> . 9 <sup>th</sup> ed. Upper Saddle River, NJ: Prentice Hall, c2007.	658.8/SCH:2-6 <b>New ed.</b> c2010, 10th ed. 658.8/SCH:2-7
	Supplementary	Solomon. Michael R. <u>Consumer behavior: buying, having and being</u> . 8 <sup>th</sup> ed. USA: Prentice Hall, c2009.	658.8/SOL-6
Contemporary Literacy	Main	Schwalbe, Kathy. <u>Information technology project management</u> . 4 <sup>th</sup> ed. Australia: Course Technology, c2007.	658.4038/SCH 658.4038/SCH-2
	Supplementary	Dalcher, Brodie. <u>Successful IT projects</u> . London: Thomson, c2007.	004.068/DAL
Corporate Finance	Main	Gitman, L.J. <u>Principles of managerial finance</u> . 12 <sup>th</sup> ed. Prentice Hall, c2009.  Brigham, E.R., Houston, J.F. <u>Fundamentals of financial management</u> . 10 <sup>th</sup> ed. South-Western, c2004.	658.15/GIT-5  No Available <b>New ed.:</b> c2007, Concise 5th ed. 658.15/BRI-3  c2009, Concise 6th ed. 658.15/BRI-6
	Supplementary	Home, J.V., Wachowicz, J.M. <u>Fundamentals of financial management</u> . 13 <sup>th</sup> ed. Prentice Hall, c2009.	In process <b>Old ed:</b> c2005, 12th ed. 658.15/HOR-8
Critical Thinking Skills	Main	S. Cottrell, <u>Critical thinking skills: developing effective analysis and argument</u> . Palgrave Macmillan, c2005.	160/COT

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	Supplementary	<p>T. Crane, <u>Elements of mind: an introduction to the philosophy of mind</u>. Oxford: Oxford University Press, c2001.</p> <p>R. H. Ennis, 'A Taxonomy of Critical Thinking Dispositions and Abilities', in J. Baron and R. Sternberg eds., <u>Teaching thinking skills: theory and practice</u>. New York: W. H. Freeman, c1987.</p> <p>A. Fisher. <u>Critical thinking: an introduction</u>. Cambridge: Cambridge University Press, c2001.</p> <p>A. Fisher. <u>The logic of real arguments</u>. Cambridge: Cambridge University Press, c1988.</p> <p>L. A. Groarke, C. W. Tindale, Linda Fisher. <u>Good reasoning matters ! : a constructive approach to critical thinking</u>. Oxford: Oxford University Press, c1977.</p> <p>A. Garnham and J. Oakhill. <u>Thinking and reasoning</u>. Oxford: Blackwell, c1994.</p> <p>R. A. Lanham. <u>A handlist of rhetorical terms</u>. Berkeley: University of California Press, c1991.</p>	<p>128/CRA</p> <p>No Available</p> <p>160/FIS</p> <p>No Available <b>New ed.:</b> c2004, 2<sup>nd</sup> ed. 153.4/FIS</p> <p>No Available <b>New ed.:</b> c2008, 4<sup>th</sup> ed. 168/GRO</p> <p>153.4/GAR</p> <p>428.1/LAN</p>
Derivatives	Main	<p>Hull, J. C. <u>Options, futures and other derivatives</u>. 7<sup>th</sup> ed. Prentice Hall, c2009.</p> <p>McDonald, R. L. <u>Derivatives markets</u>. 2<sup>nd</sup> ed, Prentice Hall, c2006.</p>	<p>332.64/HUL</p> <p>332.64/MCD</p>
	Supplementary	<p>Sundaram Janakiraman. <u>Derivative securities and risk management in Asia and Australia</u>. 6<sup>th</sup> ed. Pearson, c2006.</p>	<p>No Available <b>New ed.:</b> c2007 332.6/JAN</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		Chance, D. M. <u>Analysis of derivatives for the CFA program</u> . AIMR, c2003.	332.63/CHA
Equity Investment Analysis	Main	Reilly, F. C., Brown, F. C. <u>Investment analysis and portfolio management</u> . 8 <sup>th</sup> ed. Thomson South-Western, c2006.  Stowe, J. C. et al. <u>Equity asset valuation</u> . John Wiley & Son, c2007.	332.6/REI  332.63/STO
	Supplementary	Lawrence J. Gitman, Michael D. Joehnk, Scott Smart. <u>Fundamentals of investing</u> . 11 <sup>th</sup> ed. Pearson Education, c2011.	332.6/GIT-3
Financial Accounting I	Main	Frank Wood, Alan Sangster. <u>Frank Wood's business accounting 1</u> , 11 <sup>th</sup> ed, Pearson, UK, c2008.	657/WOO-21
	Supplementary	Skidmore, D. J., Mincher, M. <u>How to pass book-keeping and accounts, second level</u> , LCCI Examination Board, c2008.  Harold Randall. <u>Accounting: AS Level and A Level</u> . 4 <sup>th</sup> Printing, Cambridge University Press, c2005.	No Available  657/RAN
Financial Accounting II	Main	Frank Wood, Alan Sangster. <u>Frank Wood's business accounting 1</u> , 11 <sup>th</sup> ed, Pearson, UK, c2008.	657/WOO-21
	Supplementary	Skidmore, D. J., Mincher, M. <u>How to pass book-keeping and accounts, second level</u> , LCCI Examination Board, c2008.  Harold Randall. <u>Accounting : AS Level and A Level</u> . 4 <sup>th</sup> Printing, Cambridge University Press, c2005.	No Available  657/RAN

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Financial Statement Analysis I	Main	White, G. I., Sondhi, A. C., Fired, D. <u>The analysis and use of financial statements</u> . 3 <sup>rd</sup> ed, John Wiley & Sons, c2003.	657.3/WHI
		Soffer, L. C., Soffer, R. J. <u>Financial statement analysis: a valuation approach</u> . Prentice Hall, c2003.	332.63/SOF
	Supplementary	Bergevin, P. M. <u>Financial statement analysis: an integrated approach</u> . Pearson, c2002.	657.3/BER
Financial Statement Analysis II	Main	White, G. I., Sondhi, A. C., Fired, D. <u>The analysis and use of financial statements</u> . 3 <sup>rd</sup> ed, John Wiley & Sons, c2003.	657.3/WHI
		Soffer, L. C., Soffer, R. J. <u>Financial statement analysis: a valuation approach</u> . Prentice Hall, c2003.	332.63/SOF
	Supplementary	Bergevin, P.M. <u>Financial statement analysis: an integrated approach</u> . Pearson, c2002.	657.3/BER
Fixed Income Investment Analysis	Main	Fabozzi, F. J. <u>Fixed income analysis</u> . 2 <sup>nd</sup> ed. Wiley, c2007.	332.63/FAB-2
		Frank J. Fabozzi. <u>Bond markets, analysis and strategies</u> . 7 <sup>th</sup> ed. Pearson/Prentice Hall, c2010.	332.63/FAB-5
	Supplementary	Lawrence J. Gitman, Michael D. Joehnk, Scott Smart. <u>Fundamentals of investing</u> . 11 <sup>th</sup> ed. Pearson Education, c2011.	332.6/GIT-3
Foreign Language – Japanese	Main	Kokusai Gakuyuukai (Japanese Language)	No Available
	Supplementary	Nippon Kaigai Gijyutsu Kenkyuukai (Basic Japanese)	No Available

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Fundamentals of Management	Main	Robbins, Stephen P, David A.Decenzo. <u>Fundamentals of management: essential concepts and applications</u> . 6 <sup>th</sup> ed. US: Prentice-Hall, c2008.	658/ROB-13
		Whelten, David A, Kim S.Cameron. <u>Developing management skills</u> . 7 <sup>th</sup> ed. US: Prentice- Hall, c2007.	658.4/WHE-5 <b>New ed.:</b> c2011, 8 <sup>th</sup> ed. 658.4/WHE-6
	Supplementary	Certo, Samuel C., S. Trevis Certo. <u>Modern management</u> . 10 <sup>th</sup> ed. US: Prentice- Hall, c2006.	658/CER-2 <b>New ed.:</b> 11 <sup>th</sup> ed., c2009 658/CER-3
Human Resource Management	Main	Dessler, G. <u>Human resource management</u> . 11 <sup>th</sup> ed. Upper New Saddle River, New Jersey : Pearson Education, c2008.	658.3/DES-10
		Mondy, R. Wayne, Robert, M. Noe. <u>Human resource management</u> . 10 <sup>th</sup> ed. Upper Saddle River, New Jersey: Pearson Education, c2008.	658.3/MON-3
	Supplementary	Gomez-Mejia, Luis, David Balkin, and Robert Candy. <u>Managing human resources</u> . 5 <sup>th</sup> ed. US: Prentice Hall, c2007.	658.3/GOM-3 <b>New ed.:</b> c2010, 6 <sup>th</sup> ed. 658.3/GOM-4
Information Technology	Main	George Beekman, Michael J. Quinn. <u>Tomorrow's technology and you: complete</u> . 8 <sup>th</sup> Ed. USA: Prentice-Hall, c2008.	004/BEE-5 <b>New ed.:</b> c2009, 9 <sup>th</sup> ed. 004/BEE-6
		Bill Daley. <u>Computers are your future</u> . 9 <sup>th</sup> ed, USA: Pearson Prentice Hall, c2008.	004/DAL

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
	Supplementary	Williams, Brian K., Stacey C. Sawyer. <u>Using information technology: a practical introduction to computers and communications</u> . 6 <sup>th</sup> ed. New York: McGraw Hill, c2005.	004/WIL-3 <b>New ed.:</b> c2007, 7 <sup>th</sup> ed. 004/WIL-4 004/WIL-5
Intensive Writing for College Students	Main	Reid, Joy M. <u>The process of paragraph writing</u> . New Jersey: Prentice Hall Regents, c1994.	428.2/REI
	Supplementary	McWhorter. <u>Expressways for writing scenarios: from paragraph to essay</u> . Pearson Longman, c2007.  Wingersky, Beoerner, Holguin. <u>Writing paragraphs and essays: integrating reading, writing, and grammar skills</u> 4 <sup>th</sup> ed. Thomson Heinle, c2003.	070.4/MCW  808.042/WIN <b>New ed.:</b> c2006, 5 <sup>th</sup> ed. 808.042/WIN-2  c2009, 6 <sup>th</sup> ed. 808.042/WIN-3
International Business	Main	Hill, Charles W. L. <u>International business: competing in the global marketplace</u> . 6 <sup>th</sup> ed. New York: Irwin McGraw Hill, c2007.	658.1/HIL:2-5 658.1/HIL:2-4
	Supplementary	Griffin, R. W, Michael W. Pustay. <u>International business: a managerial perspective</u> . 5 <sup>th</sup> ed. Upper Saddle River: Prentice Hall, c2007.  Wild, John J., Wild, Kenneth L., Han, Jerry C. Y. <u>International business: the challenges of globalization</u> . 4 <sup>th</sup> ed. Upper Saddle River: Pearson/ Prentice Hall, c2008.	658/GRI-5  658/WIL:4
International Finance	Main	Jeff Madura. <u>International financial management</u> . 9 <sup>th</sup> ed. South-Western Cengage Learning, c2009.	658.15/MAD-2

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		Moffett, M. H., Stonehill, A. I., Eiteman, D. K. <u>Fundamentals of multinational finance</u> . 3 <sup>rd</sup> ed. Prentice Hall, c2009.	332.042/MOF
	Supplementary	Adrian Buckley. <u>Multinational finance</u> . 5 <sup>th</sup> ed. Pearson, c2004.  Melvin, M. <u>International money &amp; finance</u> . 7 <sup>th</sup> ed. Pearson Education, c2004.	658.15/BUC-4  332.042/MEL 332.042/MEL-2
International Relations	Main	Goldstein, Joshua S., Jon C. Pevehouse. <u>International relations</u> . 8 <sup>th</sup> ed. New York: Longman, c2008.	327/GOL-5 327/GOL-4
	Supplementary	Roskin, Michael, Nicholas Berry. <u>IR: the new world of international relations</u> . 7 <sup>th</sup> ed. Upper Saddle River: Prentice Hall, c2008.  Robert Jackson, Georg Sorenson. <u>Introduction to international relations : theories and approaches</u> . 4 <sup>th</sup> ed. Oxford: Oxford University Press, c2010.	327.1/ROS-2  327.1/JAC
Introduction to Logistics Operations	Main	Paul R. Murphy, Donald F. Wood. <u>Contemporary logistics</u> . 9 <sup>th</sup> ed. Pearson, c2008.	658.5/MUR:2-2
	Supplementary	Douglas M. Lambert, James R. Stock, Lisa M. <u>Fundamentals of logistics management</u> . Ellram, McGraw-Hill, c1998.	658.7/LAM
Introduction to Mass Communication	Main	Dominick, Joseph. <u>The dynamics of mass communication</u> . Boston: Pearson Education, c2006.  Vivian, John. <u>The media of mass communication</u> . 7 <sup>th</sup> ed. USA: Pearson Publishers, c2006.	No Available <b>New ed.:</b> c2009, 10 <sup>th</sup> ed. 302.23/DOM-2  302.23/VIV <b>New ed.:</b> c2009, 9 <sup>th</sup> ed. 302.23/VIV-2

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	Supplementary	DeFleur, M. L., Dennis. <u>Understanding mass communication</u> . Boston: Houghton, c2003.  Karen Ross, Virginia Nightingale. <u>Media and audience: new perspectives</u> . England: Open University Press, c2003.	No Available  302.23/ROS
Introduction to Multimedia	Main	Weixel, S. et al. <u>Multimedia basic</u> . 2 <sup>nd</sup> ed. Australia: Thompson Course Technology, c2007.	006.6/WEI-2
	Supplementary	Li, Ze-Nian, Drew, M. S. <u>Fundamentals of multimedia</u> . Int'l ed. NJ: Pearson Prentice Hall, c2004.  Lopez, Luis. <u>Advanced Adobe Photoshop CS2 basic</u> . Australia: Thompson Course Technology, c2007.	006.7/LI  006.6/LOP-2
Macroeconomics	Main	R. Glenn Hubbard, Anthony P. O'Brien. <u>Economics</u> . 3rd ed., Prentice Hall, c2010.  Robin Bade, Michael Parkin. <u>Essential foundations of economics</u> . 5th ed. Addison-Wesley, c2011.	330/HUB-2  330/BAD
	Supplementary	N. Gregory Mankiw. <u>Principles of economics</u> . 5 <sup>th</sup> ed. South-Western Cengage, c2009.	330/MAN:2-5
Malaysia Studies	Main	Asnarulkhadi Abu Samah, Jayum A. Jawan. <u>Kenegaraan Malaysia</u> . Serdang: Penerbit Universiti Putra Malaysia, c1997.  Jayum. A. Jawan. <u>Malaysian politics &amp; government</u> . Shah Alam: Krisma Publications, c2002.	959.5/KEN  320.9595/JAY c2003

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		<p>Kasim Thukiman. <u>Malaysia: perspektif sejarah dan politik</u>. Skudai: Penerbit Universiti Teknologi Malaysia, c2002.</p> <p>Mardiana Nordin dan Hasnah Hussin. <u>Pengajian Malaysia</u>. Shah Alam: Penerbit Fajar Bakti Sdn Bhd, c2000.</p>	<p>959.5/KAS</p> <p>959.5/MAR <b>New ed.:</b> c2002 959.5/MAR-2</p> <p>c2004, 2<sup>nd</sup> ed. 959.5/MAR-3</p> <p>c2007 959.5/HAS:2</p>
	Supplementary	<p>Ahmad Ibrahim dan Ahileman Joned. <u>Sistem undang-undang di Malaysia</u>. Kuala Lumpur: DBP, c1987.</p> <p>Francis Lok Kok Wah dan Khoo Boo Teik. <u>Democracy in Malaysia: discourse and practices</u>. London: Curzon, c2002.</p> <p>Fuziah Shaffie dan Ruslan Zainuddin. <u>Sejarah Malaysia</u>. Shah Alam: Penerbit Fajar Bakti Sdn Bhd, c2001.</p> <p>Jayum A. Jawan. <u>The ethnic factor in modern politics: the case of Sarawak, East Malaysia</u>. Hull University Press, c1991.</p> <p><u>Malaysia Kita: Panduan dan Rujukan Untuk Peperiksaan Am Kerajaan</u>. Edisi terbaru. Petaling Jaya: International Law Book Services, c2003.</p>	<p>No Available <b>New ed.:</b> c2005, 2<sup>nd</sup> ed. 349.595/AHM</p> <p>320.9595/DEM</p> <p>959.5/FUZ</p> <p>320.9595/JAY-2</p> <p>959.5/MAL:5</p>

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Management and Cost Accounting	Main	Colin Drury. <u>Cost &amp; management accounting</u> . 6th ed. Cengage Learning, c2006.	In process <b>Old ed:</b> c2003, 5 <sup>th</sup> ed. 657/DRU-3
	Supplementary	Das, Prabir. <u>Cost accounting</u> . 3rd ed. Kuala Lumpur: Penerbit Fajah Bakti Sdn. Bhd, c2007.  Upchurch, Alan. <u>Management Accounting: Principles &amp; Practice</u> . Philadelphia: Tran-Atlantic Publications, c2007.	In process <b>Old ed:</b> c2001, 3 <sup>rd</sup> ed. 657/DAS-2  No Available <b>Old ed:</b> c1998 658.15/UPC
Microeconomics	Main	R. Glenn Hubbard, Anthony P. O'Brien. <u>Economics</u> . 3rd ed., Prentice Hall, c2010.  Robin Bade, Michael Parkin. <u>Essential foundations of economics</u> . 5 <sup>th</sup> ed. Addison-Wesley, c2011.	330/HUB-2  330/BAD
	Supplementary	N. Gregory Mankiw. <u>Principles of economics</u> . 5 <sup>th</sup> ed. South-Western Cengage, c2009.	330/MAN:2-5
Moral Education	Main	Eow, Boon Hin. <u>Moral education</u> . Higher Education Series. Petaling Jaya: Pearson Malaysia Sdn. Bhd, c2005.	No Available <b>New ed.:</b> c2008, Rev. ed. 370.11/EOW-2
	Supplementary	Abdul Rahman Md. Aroff. <u>Pendidikan moral teori etika dan amalan moral</u> . Sedang: Penerbit University Putra Malaysia, c1999.  Boss, Judith A. <u>Ethics for life: a text with readings</u> . 2 <sup>nd</sup> ed. Boston: McGraw Hill, c2001.	370.44/ABD  No Available <b>New ed.:</b> c2008, 4 <sup>th</sup> ed. 170/BOS

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		Frankena, W.K. <u>Ethics</u> . Englewood Cliffs, new Jersey: Prentice-Hill, Inc, c1973.	170/FRA
		Ghazali Darusalam. <u>Dinamika ilmu akhlak islamiah</u> . Kuala Lumpur : Utusan Publications dan Distributors Sdn Bhd, c1997.	297.44/GHA
		Ibrahim Mamat. <u>ETIKA untuk mahasiswa</u> . Kuala Lumpur: Kumpulan Budiman Sdn Bhd, c2000.	370.114/IBR
		Mohammad Muselehuddin. <u>Morality: its concept and role in islamic order</u> . Pakistan: Islamic Publications Limited, c2000.	No Available
		Mohar Nasir Omar. <u>Falsafah etika perbandingan pendekatan Islam dan Barat</u> . Kuala Lumpur: Bahagian Hal Ehwal Islam, Jabatan Perdana Menteri, c1986.	No Available
		Falikowsk, A. F. <u>Moral philosophy theories, skills and applications</u> . New Jersey: Prentice Hall, England Cliffs, c1990.	No Available
		Gutek, G. <u>Philosophical and Ideological perspectives on education</u> . New jersey: Prentice Hall, Englewood Cliffs, c1990.	No Available
		HerMan T. Tavani. <u>Ethics and technology: ethical issues in an age of information and communication technology</u> . USA: John Wiley and Sons. Inc., c2004.	<b>New ed.:</b> c2007 174/TAV-2
		Kenneth, Bruner. <u>Philosophy: the power of ideas</u> . 5 <sup>th</sup> ed. Boston: McGraw Hill, c2002.	100/MOO <b>New ed.:</b> c2008, 7 <sup>th</sup> ed. 100/MOO-2

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		Mohd. Janib Johari. <u>Moral: teori applikasi dan pemasalahan</u> . Skudai: Penerbit Universiti Teknologi Malaysia, c1994.	No Available <b>New ed.:</b> 3 <sup>rd</sup> ed., c2001 370.114/MOH
		Ozman, H. A. dan Craver, S.M. <u>Philosophical foundations of education</u> . 7 <sup>th</sup> ed. New Jersey: Upper Saddle River, c2003.	No Available
		Thiroux, Jaques P. <u>Ethics: theory and practice</u> . 7 <sup>th</sup> ed. New Jersey: Prentice Hall Upper Saddle River, c2001.	No Available <b>New ed.:</b> c2009, 10 <sup>th</sup> ed. 170/THI
		Quinn, M. J. <u>Ethics for the information age</u> . New York: Pearson Addison Wesley, c2005.	No Available <b>New ed.:</b> c2006, 2 <sup>nd</sup> ed. 174/QUI  c2009, 3 <sup>rd</sup> ed. 174.9004/QUI
		Shaw, William H. <u>Social and personal ethics</u> . 4 <sup>th</sup> ed. United States: Wadsworth Thomson Learning, c2002.	No Available <b>New ed.:</b> c2008, 6 <sup>th</sup> ed. 175/SHA
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Principles of Investment	Main	Lawrence J. Gitman, Michael D. Joehnk, Scott Smart. <u>Fundamentals of investing</u> . 11th ed. Prentice Hall, c2011.	332.6/GIT-3
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	Supplementary	Levy, H., Post, T. <u>Investments</u> . Prentice Hall, c2005.	332.6/LEV-2
Quantitative Methods	Main	Barry Render, Ralph M. Stair, Michael E. Hanna. <u>Quantitative analysis for management</u> . 10th ed. Prentice Hall, c2009.	658.4/REN-2
		Lind, D. M., Marchal, W. G., Wathen, S. A. <u>Statistical techniques in business &amp; economics</u> . 12 <sup>th</sup> ed. McGrawHill, c2005.	519.5/LIN-4 519.5/LIN-5 <b>New ed.:</b> c2010, 14 <sup>th</sup> ed. 519.5/LIN-9
	Supplementary	Terry Lucey. <u>Quantitative techniques</u> . 6 <sup>th</sup> ed. Thomson, c2003.	545/LUC-4
		Derek Friend. <u>How to pass business statistics</u> . U.K: LCCI Examinations Board Preparation Books, c1999.	519.5/FRI c1997

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Sales Management	Main	Jobber, David, Geoff Lancaster. <u>Selling and sales management</u> . 7 <sup>th</sup> ed. UK: Financial Times - Prentice Hall, c2007.	658.8/JOB-4 c2006
		Johnston, Mark W., and Greg W. Marshall. <u>Churchill/ Ford/ Walker's Sales force management</u> . 8 <sup>th</sup> ed. McGraw-Hill/Irwin, c2007.	658.8/JOH:4 <b>New ed.:</b> c2009, 9 <sup>th</sup> ed. 658.8/JOH:4-2
	Supplementary	Manning, Gerald L, and Barry L Reece. <u>Selling today: creating customer value</u> . 10 <sup>th</sup> ed. US: Prentice Hall, c2007.	658.85/MAN-2 <b>New ed.:</b> c2010, 11 <sup>th</sup> ed. 658.85/MAN-3
Statistics	Main	Lind, D. A., Marchal, W. G., Wathen, S. A. <u>Statistical techniques in business &amp; economics</u> . 12 <sup>th</sup> ed. McGrawHill, c2005.	519.5/LIN-5 519.5/LIN-4 <b>New ed.:</b> c2010, 14 <sup>th</sup> ed. 519.5/LIN-9
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