

Recommended Texts of Bachelor of Accounting (Hons)

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
Accounting Information Systems BBAC2323	Main	Hall, James A. <u>Accounting information systems</u> . 9th ed. Mason : Cengage Learning, 2015.	657/HAL:2-3
	Supplementary	Romney, M. and Steinhart, P. <u>Accounting information systems</u> . 13th ed. Upper Saddle River : Prentice Hall, 2015. Gelinias, U.J. Jr., Dull, R. B. and Wheeler, P. <u>Accounting information systems</u> . 10th ed. Mason : Cengage Learning, 2014. Turner, L. and Weickgenannt, A. <u>Accounting information systems : controls and processes</u> . 2 nd ed. New York : John Wiley & Sons, 2014. IAPS 1013 : <u>Electronic commerce – effect on the audit of financial statements</u> .	657/ROM-5 Old ed.: c2008, 7th ed. Gelinias, Ulric J., Sutton, Ste 657.028/GEL 657.0285/TUR c2013 Not available
Accounting Theory and Practice BBAC4413	Main	Jayne Godfrey, Allan Hodgson, Ann Tarca, Jane Hamilton, Scott Holmes. <u>Accounting theory</u> . 7th ed. John Wiley & Sons Inc., 2010. Michaela Rankin, Patricia Stanton, Susan McGowan, Kimberly Ferlauto, Matthew Tilling. <u>Contemporary issues in accounting</u> . John Wiley & Sons Inc., 2012.	657/GOD-2 657/RAN:2

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
	Supplementary	Richard G. Schroeder, Myrtle W. Clark, Jack M. Cathey. <u>Financial accounting theory and analysis : text and cases</u> . 11th ed. John Wiley & Sons Inc., 2014.	657/SCH:2
		Tan Liong Tong. <u>Financial accounting and reporting in Malaysia. Volume 1</u> . 5th ed. CCH Malaysia, 2014.	657.309595/TAN-2 V1
		Tan Liong Tong. <u>Financial accounting and reporting in Malaysia volume 2</u> . 5th ed. CCH Malaysia, 2012.	657.309595/TANV2
		Malaysian Financial Reporting Standards issued by the Malaysian Accounting Standards Board	657.309595/MAL ~ 657.309595/MAL-9
Advanced Accounting Information Systems BBAC4213	Main	Shelly, G. B. and Rosenblatt, H.J. <u>Systems analysis and design</u> . 10th ed. Singapore : Cengage Learning, 2014.	004.2/ROS
		James A. Hall. <u>Accounting information systems</u> . 9th ed. Mason : Cengage Learning, 2015.	New ed.: c2016, 9th ed. 657/HAL:2-3
	Supplementary	Hoffer, J.A., George, J.F. and Valacich, J.S. <u>Modern systems analysis and design</u> . 7th ed. Upper Saddle River : Pearson Prentice Hall, 2014.	005.1/HOF-2
		Valacich, J.S., George, J.F., & Hoffer, J.A. <u>Essentials of systems :</u>	004.2/VAL-3 c2015

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p><u>analysis and design</u>. 6th ed. Upper Saddle River : Pearson Prentice Hall, 2014.</p> <p>Kendal, K.E. and Kendall, J.E. <u>Systems analysis and design</u>. 9th ed. Upper Saddle River : Pearson Prentice Hall, 2014.</p> <p>Romney, M. and Steinbart, P. <u>Accounting information systems</u>. 13th ed. Upper Saddle River : Prentice Hall, 2015.</p> <p>Satzinger, J.W., Jackson, R.B. and Burd, S.D. <u>Systems analysis and design in a changing world</u>. 7th ed. Mason : Cengage Learning, 2015.</p>	<p>004.2/KEN-6</p> <p>657/ROM-5</p> <p>Old ed.: c2009, 5th ed. 004.21/SAT</p>
Advanced Audit and Assurance BBAC3513	Main	<p>Arens, A., Elder, R. and Beasley, M. <u>Auditing and assurance services : an integrated approach</u>. 15th ed. New Jersey : Prentice Hall, 2014.</p> <p>William F. Messier, Steven M. Glover, Douglas F. Prawitt. <u>Auditing and assurance services. A Systematic Approach</u>. 8th ed. McGraw-Hill, 2012.</p>	<p>657/ARE-10</p> <p>Old ed.: c2000, 2nd ed. Messier, William F. 657/MES</p>
	Supplementary	<p>Porter, B., Hatherly, D. and Simon, J. <u>Principles of external auditing</u>. 4th ed. Wiley, John & Sons, 2014.</p> <p>Messier, Glover, Prawitt & Boh, Margaret. <u>Auditing and assurance services in Malaysia</u>. 3rd ed. Kuala</p>	<p>657/POR-2</p> <p>657/MES-2</p>

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		Lumpur : McGraw-Hill, 2007. Gay, G., Simnett, R. <u>Auditing and assurance services in Australia</u> . 5th ed. Australia : McGraw Hill, 2012.	657.45/GAY <i>Title should be <u>Auditing & assurance services in Australia</u></i>
Advanced Management Accounting BBAC3313	Main	Hilton, R. W. <u>Managerial accounting : creating value in dynamic business environment</u> . 10th ed. McGraw Hill, 2015. Ray Garrison, Eric Noreen , Peter Brewer. <u>Managerial accounting</u> . 15th ed. Irwin/McGraw-Hill, 2014.	658.15/HIL-2 New ed.: c2015, Asia Global ed. 2nd ed. 658.15/GAR-5
	Supplementary	Kim Langfield Smith, Helen Throne, Ronald W. Hilton. <u>Management accounting</u> . 7th ed. McGraw Hill, 2015.	658.15/LAN <i>Title should be <u>Management accounting : information for creating and managing value</u></i>
Advanced Taxation BBAC3233	Main	Choong Kwai Fatt. <u>Advanced Malaysian taxation : principles and practices</u> . 16th ed. Malaysia : InfoWorld, 2014. Veerinderjeet Singh. <u>Veerinder on taxation</u> . 3 rd ed. Malaysia : CCH, 2013.	336.9595/CHO-10 336.2009595/SIN

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
	Supplementary	Income Tax Act 1967 Real Property Gains Tax Act 1976 Promotion of Investments Act 1986 Ctim/MIA/CPA. Budget commentary & tax information, Malaysia, 2011. CCH Tax Editors. <u>Malaysian master tax guide</u> . 32 th ed. CCH Asia, 2015.	343.595/INC-2 <i>Available download from internet</i> http://fght.utm.my/tlchoon/files/2015/09/REAL-PROPERTY-GAINS-TAX-1976-ACT-169.pdf Available download from internet Not available 343.595/CCH2015 <i>Title should be <u>Malaysia master tax guide 2015</u></i>
Audit & Assurance BBAC3323	Main	Arens, A., Elder, R. and Beasley, M. <u>Auditing and assurance services : an integrated approach</u> . 15th ed. New Jersey : Prentice Hall, 2015.	657/ARE-10
	Supplementary	Brenda Porter, Jon Simon, David Hatherly. <u>Principles of external auditing</u> . 4th ed. Wiley John & Sons, 2014. Messier et al. <u>Auditing and assurance services in Malaysia</u> . 3rd ed. Kuala Lumpur : McGraw-Hill, 2007.	657/POR-2 657/MES-2

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		Gay, G, Simnett, R. <u>Auditing and assurance services in Australia</u> . 5th ed. Australia : McGraw Hill, 2012.	657.45/GAY <i>Title should be <u>Auditing & assurance services in Australia</u></i>
Business Communication BBEN1013	Main	Courtland L. Bovee, John V. Thill. <u>Business communication essentials : a skills based approach to vital business English</u> . 4th ed. Pearson Education/Prentice Hall, 2010.	New ed.: c2014, 6th ed. (Int'l ed.) 651.7/BOV-3 <i>Title should be <u>Business communication essentials</u></i>
	Supplementary	Rentz, K, Flatley, M & Lentz, P. <u>Lesikar's business communication : connecting in a digital world</u> . 12th ed. McGraw-Hill, 2011.	New ed.: c2014, 13th ed. 651.7/REN
Business Ethics and Corporate Governance BBAC3013	Main	Brooks L.J. and Dun P. <u>Business and professional ethics for directors, executives and accountants</u> . 7th ed. South Western College Publishing, 2015. Rashidah Abdul Rahman and Mohammad Rizal Salim. <u>Corporate governance in Malaysia</u> . Sweet and Maxwell Asia, 2010.	174.9657/BRO 346.595066/RAS
	Supplementary	Larcker, David and Tayan, Brian. <u>Corporate governance matters : a closer look at organizational choices and their consequences</u> . Pearson Prentice Hall, 2011.	658.4/LAR

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p>The Corporate Governance Blueprint 2011 of Malaysia</p> <p>The Malaysian Code on Corporate Governance (Revised 2007)</p> <p>IFAC Code of Ethics for Professional Accountants</p>	<p><i>Available download from internet</i> https://www.sc.com.my/wp-content/uploads/eng/html/cg/cg2011/pdf/cg_blueprint2011.pdf</p> <p><i>Available download from internet</i> http://www.ecgi.org/codes/documents/cg_code_malaysia_2007_en.pdf</p> <p><i>Available download from internet</i> https://www.ifac.org/system/files/publications/files/ifac-code-of-ethics-for.pdf</p>
Business Law BBLW2013	Main	<p>Loganathan Krishnan, Parimaladevi Rejoo & Anne Chrishanthani Vergis. <u>Principles of business and corporate law</u>. CCH Malaysia, 2009.</p> <p>Lee Mei Pheng, Ivan Jeron Detta. <u>Business law</u>. Oxford University Press, 2009.</p>	<p>New ed.: 2015, 2nd ed. 346.595/KRI-2 <i>Title should be <u>Principles of business and corporate law, Malaysia</u></i></p> <p>New ed. c2014, 2nd ed. 346.07/LEE-4</p>

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	Supplementary	<p>Beatrix Vohrah, Wu Min Aun. <u>The commercial law of Malaysia</u>. Longman, 2000.</p> <p>Abdul Majid Bin Nabi Baksh and Krishnan Arjunan. <u>Business law in Malaysia</u>. Malayan Law Journal, 2005.</p>	<p>346/WU-5</p> <p>346.595065/ABD-2</p>
Business Mathematics BBQM1013	Main	<p>Mark L. Berenson, David M. Levine, Timothy C. Krehbiel. <u>Basic business statistics : concepts and application</u>. 12th ed. Pearson, 2012.</p> <p>Slater, Jeffrey. <u>Practical business math procedures</u>. 10th ed. McGrawHill, 2010.</p>	<p>519.5/BER-6</p> <p>650.01/SLA-6 c2011</p>
	Supplementary	<p>Newbold, Carlson and Thorne. <u>Statistics for business and economics</u>. 8th ed. Prentice Hall, 2013.</p> <p>Sharpe, De Veaux & Velleman. <u>Business statistics</u>. 2nd ed. Pearson, 2012.</p> <p>Bruce L Bowerman, Richard T O'Connell. <u>Essentials of business statistics</u>. 3rd ed. McGraw-Hill, 2010.</p> <p>McClave and Sincich. <u>Statistics</u>. 12th ed. Pearson, 2013.</p>	<p>519.5/NEW</p> <p>New ed.: c2015, 3rd ed. 519.5/SHA:2-2</p> <p>New ed.: c2015, 5th ed. 519.5/BOW</p> <p>519.5/MCC-7 c2011</p>

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Business Research Methods BBQM2213	Main	Zikmund, W. G., Babin, B. J., Carr, J. C., & Griffin, M. <u>Business research methods</u> . 9th ed. Cengage Learning, 2013. Mark Saunders, Philip Lewis, Adrian Thornhill. <u>Research methods for business students</u> . 5th ed. Pearson, 2009.	658.007/ZIK-2 658.007/ZIK-3 New ed.: 2016, 7th ed. 650.072/SAU-3
	Supplementary	A. D. Jankowicz. <u>Business research projects</u> . 4th ed. Chapman and Hall, 2005. Donald R. Cooper, Pamela S.Schindler. <u>Business research methods</u> . 10th ed. McGraw Hill Higher Education, 2008.	650.072/JAN New ed.: 2014, 12th ed. 658.007/COO-5
Business Strategy and Integrated Case Study BBMN4013	Main	Hitt, Michael A., Ireland, R. Duane, Hoskisson, Robert E. <u>Strategic management : concepts and cases: competitiveness and globalization</u> . 11th ed. Cengage Learning, 2015. Mauffette-Leenders Louise A., Erskine James A., Leenders Michiel R. <u>Learning with cases</u> . London Ontario : Ivey Publishing, 2007.	658.4/HIT <i>Title should be <u>Strategic management : competitiveness and globalization : concepts and cases</u></i> 658.0072/MAU
	Supplementary	Thompson, A.A., Peteraf, M.A., Gamble, J.E. & Strickland, A.J. <u>Crafting and executing strategy : the quest for competitive advantage, concepts and cases</u> . 20th ed.	658.4012/THO-3 c2016

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p>McGraw-Hill/Irwin, 2015.</p> <p>Marc P. Cosentino. <u>Case in point : complete case interview preparation</u>. 8th ed. Buegee Press, 2013.</p> <p>William Ellet. <u>The case study handbook : how to read, discuss, and write persuasively about cases</u>. Boston : Harvard Business School Press, 2007.</p>	<p>658.46/COS</p> <p>658.007/ELL</p>
Company Law BBLW2023	Main	<p>Chan Wai Meng. <u>Company law in Malaysia</u>. 2nd ed. Cengage Learning Asia, 2012.</p> <p>Shanthy Rachagan, Janine Pascoe, & Joshi Anil. <u>Concise principles of company law in Malaysia</u>. 2nd ed. LexisNexis, c2010.</p>	<p>346.595/CHA:2 c2014</p> <p>346.595/RAC</p>
	Supplementary	<p>Aiman Nariman, Aishah Bidin, Pamela Hanrahan, Ian Ramsay & Geof Stapledon. <u>Commercial applications of company law in Malaysia</u>. 3rd ed. CCH Malaysia, 2008.</p> <p>Ben Chan, Philip Koh & Peter Ling. <u>Chan & Koh on Malaysian company law : principles & practice</u>. 2nd ed. Sweet & Maxwell, 2006.</p>	<p>346.595/AIM</p> <p>346.595/CHA</p>
Consumer Behavior BBMK 2103		<p>Schiffman, L. G., Kanuk, L. L. <u>Consumer behavior</u>. 9th ed. New Jersey: Pearson prentice hall, 2007.</p>	<p>New ed.: c2015, 11th ed. 658.8/SCH:2-9</p>

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		<p>Solomon, M. R. <u>Consumer behavior</u>. 10th ed. Prentice Hall, 2012.</p> <p>Hawkins, D., Mothersbaugh, D., & Best, R. <u>Consumer behavior : building marketing strategy</u>. 12th ed. Irwin : McGraw-Hill, 2012.</p> <p>Schiffman, L., Kanuk, L. <u>Consumer behavior</u>. 10th ed. Prentice Hall, 2009.</p>	<p>New ed.: c2015, 11th ed. 658.8/SOL-8 <i>Title should be <u>Consumer behavior : buying, having, and being</u></i></p> <p>New ed.: 2014, 12th ed. 658.8/HAW-3</p> <p>New ed.: c2015, 11th ed. 658.8/SCH:2-9</p>
Corporate Accounting and Reporting I BBAC2213	Main	<p>Kieso, Donald E. and Weygandt <u>Intermediate accounting</u>. 15th ed. Hoboken, NJ : John Wiley & Sons, 2013.</p> <p>Tan Liong Tong. <u>Financial accounting and reporting in Malaysia. Volume 1</u>. 5th ed. CCH Malaysia, 2015.</p> <p>Jane Lazar, Tan Lay Leng. <u>Company and group financial reporting</u>. 7th ed. Pearson Prentice Hall, 2011.</p>	<p>657/KIE-4 V1-V3</p> <p>657.309595/TAN-2 V1</p> <p>658.15/LAZ</p>
	Supplementary	Jane Lazar, Huang Ching Choo. <u>Financial reporting standards for</u>	657.3/LAZ-4

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		<p><u>Malaysia</u>. 4th ed. McGraw Hill, 2014.</p> <p>Earl K. Stice, James D. Stice. <u>Intermediate accounting</u>. 19th ed. South-Western College Publishing, 2013.</p>	<p>657/STI:2 c2014 <i>Title should be <u>Intermediate accounting</u></i></p>
Corporate Accounting and Reporting II BBAC2313	Main	<p>Tan Liong Tong. <u>Financial accounting and reporting in Malaysia. Volume 1</u>. 5th ed. CCH Malaysia, 2014.</p> <p>Tan Liong Tong. <u>Financial accounting and reporting in Malaysia. Volume 2</u>. 5th ed. CCH Malaysia, 2012.</p> <p>Jane Lazar, Tan Lay Leng. <u>Company and group financial reporting</u>. 7th ed. Pearson Prentice Hall, 2011.</p>	<p>657.309595/TAN-2 V1</p> <p>657.309595/TANV2</p> <p>658.15/LAZ</p>
	Supplementary	<p>Joe B. Hoyle, Thomas F. Schaefer, Timothy S. Douppnik. <u>Advanced accounting</u>. 12th ed. McGraw-Hill/Irwin, 2013.</p> <p>Jane Lazar, Huang Ching Choo. <u>Financial reporting standards for Malaysia</u>. 3rd ed. McGraw Hill, 2012.</p> <p>Tan Liong Tong. <u>Consolidated Financial Statements</u>. 7th ed. Malaysia : CCH, 2013.</p>	<p>657/HOY-2</p> <p>New ed. c2014, 4th ed. 657.3/LAZ-4</p> <p>657.3/TAN-2</p>

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Corporate Accounting and Reporting III BBAC3413	Main	Tan Liong Tong. <u>Financial accounting and reporting in Malaysia. Volume 1.</u> 5th ed. CCH Malaysia, 2014.	657.309595/TAN-2 V1
		Tan Liong Tong. <u>Financial accounting and reporting in Malaysia volume 2.</u> 5th ed. CCH Malaysia, 2012.	657.309595/TANV2
		Jane Lazar, Tan Lay Leng. <u>Company and group financial reporting.</u> 7th ed. Pearson Prentice Hall, 2011.	658.15/LAZ
	Supplementary	Joe B. Hoyle, Thomas F. Schaefer, Timothy S. Douppnik. <u>Advanced accounting.</u> 12th ed. McGraw-Hill/Irwin, 2013.	657/HOY-2
		Jane Lazar, Huang Ching Choo. <u>Financial reporting standards for Malaysia.</u> 3rd ed. McGraw Hill, 2012.	New ed. c2014, 4th ed. 657.3/LAZ-4
		Tan Liong Tong. <u>Consolidated Financial Statements.</u> 7th ed. CCH Malaysia, 2013.	657.3/TAN-2
Corporate Finance BBFN2313	Main	Eugene F. Brigham, Joel F Houston. <u>Fundamentals of financial management.</u> 4th ed. Thomson, 2010.	New ed.: c2019, Concise 8th ed. 658.15/BRI-9
		Berk, DeMarzo. <u>Corporate finance : the Core.</u> 2nd ed. Pearson, 2011.	Not available

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		Brealey and Myers. <u>Fundamentals of corporate finance</u> . 6th ed. McGraw Hill, 2009.	New ed.: c2015, 8th ed. 658.15/BRE-8
	Supplementary	Gitman and Zutter. <u>Principles of managerial finance</u> . 13th ed. Pearson Education, 2012. Keown, Martin & Petty. <u>Foundations of finance</u> . 7th ed. Prentice Hall, 2011. Stephen A. Ross, Randolph W Westerfield, Bradford D Jordan. <u>Fundamentals of corporate finance</u> . 10th ed. McGraw-Hill, 2013.	New ed.: c2015, 14th ed. 658.15/GIT-7 New ed.: c2014, 8th ed. 658.15/KEO-6 New ed.: c2016, 2nd ed. 658.15/ROS-10
Cost and Management Accounting BBAC2113	Main	Gary Sundem, William Stratton, Dave Burgstahler, Jeff Schatzberg, Charles Horngren, Gary L. Sundem. <u>Introduction to management accounting : chapters 1-17 with my accounting lab</u> . Global ed, 16th ed. Pearson Higher Education, 2014. Drury Colin. <u>Cost and management accounting</u> . 8th ed. South-Western Cengage Learning, 2015.	658.15/HOR:2-8 657.42/DRU-7 <i>Title should be <u>Cost and management accounting : an introduction</u></i>
	Supplementary	Ray Garrison, Eric Noreen , Peter Brewer. <u>Managerial accounting</u> . 15th ed. Irwin/McGraw-Hill, 2014.	New ed.: c2015, Asia Global ed. 2nd ed. 658.15/GAR-5

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		Karen W. Braun, Wendy M. Tietz, Walter T. Harrison, Jr. <u>Managerial accounting</u> . 4th ed. Prentice Hall, 2014.	658.15/BRA-2
Entrepreneurship BBMN 3113	main	Barringer B., Ireland D., <u>Entrepreneurship : successfully launching new ventures</u> . 2nd ed. Upper Saddle River : Prentice Hall, 2008.	New ed.: c2016, 5th ed. 658.1/BAR-4 658.1/BAR-3
	Supplementary	Lambing, Peggy, and Charles R. Kuehl. <u>Entrepreneurship</u> . 4th ed. Upper Saddle River : Prentice Hall, 2007. Wickham, and Philip A. <u>Strategic entrepreneurship</u> . 4th ed. Harlow : Pearson Education, 2006 Mariotti. <u>Entrepreneurship : how to start and operate a small business</u> . 10th ed. Upper Saddle River : Prentice Hall, 2006.	658.4/LAM-2 658.4/WIC-2 Not available
Financial Accounting BBAC1113	Main	Kieso, Donald E. and Weygandt <u>Intermediate accounting</u> . 15th ed. Hoboken, NJ : John Wiley & Sons, 2013. Tan Liong Tong. <u>Financial accounting and reporting in Malaysia. Volume 1</u> . 5th ed. CCH Malaysia, 2014.	657/KIE-4 V1-V3 657.309595/TAN-2 V1

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	Supplementary	Earl K. Stice, James D. Stice. <u>Intermediate accounting</u> . 19th ed. South-Western College Publishing, 2013. Walter T. Harrison, Jr., Charles T. Horngren, C. William Thomas. <u>Financial Accounting</u> . 9th ed. Prentice Hall, 2014.	657/STI:2 <i>Title should be <u>Intermediate accounting</u></i> 657/HAR:4-3 <i>Title should be <u>Financial accounting</u> : <u>international financial reporting standards</u></i>
Fundamental of Financial Management BBFN2213	Main	Eugene F. Brigham, Joel F Houston. <u>Fundamentals of financial management</u> . 4th ed. Thomson, 2010. Brealey and Myers. <u>Fundamentals of corporate finance</u> . 7th ed. McGraw Hill, 2012.	New ed.: 2015, Concise 8th ed. 658.15/BRI-9 New ed.: c2015, 8th ed. 658.15/BRE-8
	Supplementary	Gitman and Zutter. <u>Principles of managerial finance</u> . 13th ed. Pearson Education, 2012. Berk, DeMarzo and Hartford. <u>Fundamentals of corporate finance</u> . 2nd ed. Prentice Hall, 2012. Keown, Martin & Petty. <u>Foundations of Finance</u> . 7th ed. Prentice Hall, 2011.	New ed.: c2015, 14th ed. 658.15/GIT-7 New ed.: c2015, 3rd ed. 658.15/BER:2-2 New ed.: c2014, 8th ed. 658.15/KEO-6

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		Stephen A. Ross, Randolph W Westerfield, Bradford D Jordan. <u>Fundamentals of corporate finance.</u> 10th ed. McGraw-Hill, 2013.	New ed.: c2016, 2nd ed. 658.15/ROS-10
Human Resource Management BBMN3213	Main	Robert L. Mathis, John H. Jackson. <u>Human resource management.</u> 13th ed. South-Western Cengage Learning, 2011.	New ed.: c2014, 14th ed. 658.3/MAT-3
	Supplementary	Garry Dessler. <u>Human Resource Management.</u> 13th ed. Prentice Hall, 2012. Bohlander, George and Scott Snell. <u>Managing Human Resource.</u> 15th ed. South-Western Cengage Learning, 2012.	658.3/DES-13 c2015 New ed.: c2016, 17th ed. 658.3/SNE
Information Technology and Business Application BBCM1013	Main	Shelly, G. B., & Vermaat, M. E. <u>Discovering computers 2011 : introduction.</u> Mason : Cengage Learning, 2011. O'Leary, T. J. & O'Leary, L. I. <u>Computing essentials 2013.</u> New York : McGraw Hill, 2012.	New ed.: c2016 004/VER-2 <i>Title should be <u>Discovering computers 2016: tools, apps, devices, and the impact of technology</u></i> 004/OLE-3 <i>Title should be <u>Computing essentials : making IT work for you, complete 2015</u></i>

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	Supplementary	<p>Morley, D. & Parker, C. <u>Understanding computers : today and tomorrow</u>. 14th ed. New York : Thomson Learning, 2013.</p> <p>Hogan, L. & Rutledge, A. <u>Practical computing</u>. 3rd ed. Upper Saddle River : Pearson Education, 2012.</p> <p>Oja, D. <u>Computer concepts : illustrated introductory</u>. 9th ed. Mason : Cengage Learning, 2013.</p>	<p>New ed.: c2015, 15th ed.</p> <p>004/MOR</p> <p>004/MOR-2</p> <p>004.16/HOG 2013</p> <p>004/PAR-2 <i>Title should be</i> <u>Computer</u> <i>concepts</i> : <u>illustrated</u> <i>Author should be</i> <i>June Jamrich</i> <i>Parsons, Dan Oja</i></p>
Internal Audit BBAC4513	Main	<p>Reding, K. F. et al. <u>Internal auditing : assurance and consulting services</u>. 2nd ed. Altamonte Springs, FL. : The Institute of Internal Auditors Research Foundation, 2009.</p> <p>S. Rao Vallabhaneni. <u>Wiley CIA exam review, conducting the internal audit engagement</u>. V. 2. Wiley, 2005.</p> <p>S. Rao Vallabhaneni. <u>Wiley CIAexcel Exam Review 2015, Part 1: Internal Audit Basics</u>. 6th ed.</p>	<p>657.458/RED</p> <p>657.458/VALV2 <i>Title should be</i> <u>Wiley CIAexcel</u> <u>exam review 2016</u> <u>Part 2, Internal</u> <u>audit practice</u></p> <p>657.458/VALV1 <i>Title should be</i> <u>Wiley CIAexcel</u></p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p>Wiley, 2015.</p> <p>The Institute of Internal Auditors. <u>International Professional Practices Framework(IPPf)</u>. Altamonte Springs, FL. : The Institute of Internal Auditors, 2013.</p>	<p><u>exam review 2016.</u> <u>Part 1, Internal audit basics</u></p> <p>657.458/INT:2</p>
	Supplementary	<p>The Institute of Internal Auditors. <u>Business analysis and information technology : section A, B & C.</u> Altamonte Springs, FL. : The Institute of Internal Auditors, 2010.</p> <p>The Institute of Internal Auditors. <u>Business analysis and information technology : section D & E.</u> Altamonte Springs, FL. : The Institute of Internal Auditors, 2010.</p> <p>Lee, M. et al. <u>Principles and contemporary issues in internal auditing.</u> 2nd ed. Malaysia : McGraw Hill, Malaysia, 2009.</p> <p>Statement on Internal Auditing Standards (SIAS)</p> <p>Malaysian Approved Standards on Quality Control, Auditing, Review, Other Assurance and Related Services 2010</p>	<p>Not available (Out of stock)</p> <p>Not available (Out of stock)</p> <p><i>New title:</i> <u><i>The assurance and consultancy of internal audit c2016</i></u> 657.458/LEE</p> <p>Not available</p> <p><i>Available download from internet</i> http://www.mia.org.my/handbook/guide/ /</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
International Business Management BBMN3223	Main	Griffin, R.W. & Pustay, M. <u>International business</u> . 7 th ed. Pearson Education Limited, 2013. Cavusgil, S.T., Knight, G., & Riesenberger, T. <u>International business : the new realities</u> . 2 nd ed. Pearson Education Limited, 2012.	New ed.: c2015, 8th ed. 658/GRI-7 <i>Title should be <u>International business : a managerial perspective</u></i> New ed.: c2014, 3rd ed. 658.049/CAV
	Supplementary	Wild, J.J. & Wild, K.L. <u>International business : the challenges of globalization</u> . 6 th ed. Pearson Education Limited, 2012. Hashim F., Bakar, A.R., & Nizam, A. <u>International business</u> . 2 nd ed. Shah Alam : Oxford University Press, 2010.	New ed.: c2016, 8th ed. 658/WIL:4-5 658.049/FAR
International Finance BBFN3323	Main	Shapiro, A.C. <u>Multinational financial management</u> . 9 th ed. John Wiley & Sons Inc, 2010.	New ed.: c2014, 10th ed. 658.15/SHA-5
	Supplementary	Bekaert, G. and R.J. Hodrick. <u>International financial management</u> . 2 nd ed. Pearson Education Inc, 2012. Eun, C.S. and B.G. Resnick. <u>International financial management</u> . 6 th ed. McGraw-Hill/ Irwin, 2011.	658.15/BEK c2014 New ed. c2014, 7th ed. 658.15/EUN-3 <i>Title should be</i>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
			<u>International finance</u>
Introduction to Financial Accounting BBAC1013	Main	Andrew Thomas & Anne Marie Ward. <u>Introduction to financial accounting</u> . 8 th ed. McGraw-Hill Education, 2015. Gerrand, J., Hardy, L., & Contessotto, C. M., eds. <u>Introduction to financial accounting</u> . 2 nd ed. McGraw Hill, 2013.	657/THO:2-3 657/GER
	Supplementary	Charles T. Horngren, Gary L. Sundem, Gary L. Sundem, Donna Philbrick. <u>Introduction to financial accounting</u> . 11 th ed. Prentice Hall, 2014.	657/HOR-11
Investment Analysis BBFN3513	Main	Hirschey and Nofsinger. <u>Investments, analysis and behavior</u> . 2 nd ed. McGraw-Hill, 2010. Z. Bodie, A. Kane and A. J. Marcus. <u>Investments</u> . 9 th ed. McGraw-Hill/Irwin, 2010.	332.6/HIR:2 <i>Title should be <u>Investments : analysis and behavior</u></i> New ed.: c2014, Asia Global ed. 332.6/BOD-4
	Supplementary	Scott B. Smart, Lawrence J. Gitman, Michael D. Joehnk. <u>Fundamentals of investing</u> . 11 th ed. Prentice Hall, 2011.	New ed.: 2014, 12th ed. 332.6/SMA

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p>Mayo, H.B. <u>Investments : an introduction.</u> 10th ed. Cengage Learning, 2011.</p> <p>Reilly, F.C. and Brown, F.C. <u>Investment analysis and portfolio management.</u> 8th ed. Thomson South-Western, 2006.</p> <p>Stowe, J.C., Robinson, T.R., Pinto, J.E., Mcleavey, D.W. <u>Equity asset valuation.</u> John Wiley & Son, 2007.</p>	<p>Old ed.: c2008, 9th ed. 332.6/MAY-2</p> <p>New ed.: c2012, 10th ed. 332.6/REI-2 <i>Title should be <u>Analysis of investments & management of portfolios</u></i></p> <p>New ed.: c2015, 3rd ed. 332.63/PIN-2</p>
Macroeconomics BBEC1023	Main	<p>Michael Parkin. <u>Macroeconomics.</u> 10th ed. Prentice Hall, 2011.</p> <p>Robert Frank and Ben Bernanke. <u>Principles of economics.</u> 5th ed. McGraw Hill, 2013.</p>	<p>New ed.: c2014, 11th ed. 339/PAR-4</p> <p>New ed.: c2015, Asia Global ed. 330/FRA-7</p>
	Supplementary	<p>N. Gregory Mankiw. <u>Principles of macroeconomics.</u> 6th ed. Southern-Western Cengage Learning, 2012.</p>	338.5/MAN

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		Griffiths A. and Wall S. <u>Applied economics</u> . 12 th ed. Financial Times Press, Pearson, 2011.	330/APP-3 2012
		R. Glenn Hubbard, Anthony Patrick O'Brien. <u>Economics</u> . 4 th ed. Prentice Hall, c2013.	New ed.: c2015, 5th ed. 330/HUB-4
		Case, Fair & Oster. <u>Principles of economics</u> . 10 th ed. Prentice Hall, 2012.	330/CAS-6
Malaysian Taxation BBAC2123	Main	Choong Kwai Fatt. <u>Advanced Malaysian taxation : principles and practices</u> . 21 st ed. Malaysia : InfoWorld, 2015.	New ed.: c2016, 22th ed. 336.9595/CHO-11 <i>Title should be</i> <i>Malaysian taxation :</i> <i>principles and</i> <i>practice</i>
		Veerinderjeet Singh. <u>Veerinder on taxation</u> . 3 rd ed. Malaysia : CCH, 2013.	336.2009595/SIN
	Supplementary	Income Tax Act 1967	Not available
		Ctim/MIA/CPA. Budget commentary & tax information. Malaysia, 2011.	Not available
		CCH Tax Editors. <u>Malaysian master tax guide</u> . 32 th ed. CCH Asia, 2015.	343.595/CCH2015 <i>Title should be</i> <i>Malaysia master</i> <i>tax guide 2015</i>
Management Accounting	Main	C.T. Horngren, A. Bhimani, S.M. Datar and G. Foster. <u>Management</u>	657.42/BHI-2

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
BBAC2223		<p><u>and cost accounting</u>. 6th ed. FT Prentice-Hall, 2015.</p> <p>Ray Garrison, Eric Noreen, Peter Brewer. <u>Managerial accounting</u>. 15th ed. Irwin/McGraw-Hill, 2014.</p>	<p>New ed.: c2015, Asia Global ed. 2nd ed. 658.15/GAR-5</p>
	Supplementary	Drury Colin. <u>Management and cost accounting : an introduction</u> . 8 th Rev. ed. South-Western Cengage Learning, 2015.	<p>New ed.: c2015, 8th ed. 657.42/DRU-7 <i>Title should be <u>Cost and management accounting : an introduction</u></i></p>
Microeconomics BBEC1013	Main	<p>Michael Parkin. <u>Microeconomics</u>. 10th ed. Prentice Hall, 2012.</p> <p>Robert Frank and Ben Bernanke. <u>Principles of economics</u>. 5th ed. McGraw Hill, 2013.</p>	<p>New ed.: c2014, 11th ed. 338.5/PAR:2-2</p> <p>New ed.: c2015, Asia Global ed. 330/FRA-7</p>
	Supplementary	<p>N. Gregory Mankiw. <u>Principles of microeconomics</u>. 6th ed. Southern-Western Cengage Learning, 2011.</p> <p>Griffiths A. and Wall S. <u>Applied economics</u>. 12th ed. Financial Times Press, Pearson, 2011.</p>	<p>338.5/MAN 2012</p> <p>330/APP-3 2012</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p>R. Glenn Hubbard, Anthony Patrick O'Brien. <u>Economics</u>. 4th ed. Prentice Hall, c2013.</p> <p>Case, Fair & Oster. <u>Principles of economics</u>. 10th ed. Prentice Hall, 2012.</p> <p>McConnell, Brue and Flynn. <u>Economics : principles, problems, and policies</u>. 19th ed. McGraw-Hill, 2012.</p>	<p>New ed.: c2015, 5th ed. 330/HUB-4</p> <p>330/CAS-6</p> <p>New ed.: c2015, 20th ed. 330/MCC-3</p>
Organisational Behaviour BBMN2013	Main	Robbins and Judge. <u>Organizational behavior</u> . 15 th ed. Prentice Hall, 2013.	New ed.: c2015, 16th ed. 658.3/ROB-11
	Supplementary	<p>Mc Shane and Von Glinow. <u>Organizational behavior</u>. 6th ed. McGraw-Hill/Irwin, 2012.</p> <p>Jennifer M. George and Gareth R. Jones. <u>Understanding and managing organizational behavior</u>. 6th ed. Prentice Hall, 2012.</p> <p>John M Ivancevich, Robert Konopaske, Michael T. Matteson. <u>Organizational behavior and management</u>. 9th ed. McGraw-Hill Higher Education, 2011.</p>	<p>New ed.: c2015, 7th ed. 658.3/MCS-2</p> <p><i>Title should be <u>Organizational behavior : emerging knowledge, global reality</u></i></p> <p>658.3/GEO-7</p> <p>New ed.: 2014, 10th ed. 658.4/IVA-3</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p>Jason A Colquitt, Michael J Wesson, Jeffrey A LePine. <u>Organizational behavior : improving performance and commitment in the workplace.</u> McGraw-Hill Higher Education, 2009.</p> <p>Hersey, Blanchard & Johnson. <u>Management of organizational behavior : leading human resources.</u> 9th ed. Prentice Hall, 2008.</p>	<p>New ed.: c2013, 10th ed. 658.3/COL:3</p> <p>658.3/HER</p>
Principles of Management BBMN1013	Main	Stephen P. Robbins, David A. DeCenzo, Mary Coulter. <u>Fundamentals of management.</u> 8 th ed. Prentice- Hall, 2012.	<p>New ed.: c2015, 9th ed. 658/ROB-18</p> <p><i>Title should be <u>Fundamentals of management : essential concepts and applications</u></i></p>
	Supplementary	<p>Michael A. Hitt, J. Stewart Black, Lyman W. Porter. <u>Management.</u> 3rd ed. Prentice Hall, 2012.</p> <p>Luis R. Gomez-Mejia, David Balkin <u>Management : people, performance, change.</u> Boston : Prentice Hall, c2012.</p> <p>Certo and Certo. <u>Modern management : concepts and skills.</u> 11th ed. Prentice- Hall, 2009.</p> <p>Whetten and Cameron. <u>Developing management skills.</u> 8th ed. Prentice</p>	<p>658/HIT</p> <p>658/GOM-2</p> <p>New ed.: c2014, 13th ed. 658/CER-5</p> <p>658.4/WHE-4</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		<p>Hall, 2010.</p> <p>Ronald J. Ebert, Ricky W. Griffin. <u>Business essentials</u>. 8th ed. Pearson Education, 2010.</p> <p>Angelo Kinicki and Brian Williams. <u>Management : a practical introduction</u>. 4th ed. McGraw-Hill, 2009.</p>	<p>New ed.: c2015, 10th ed. 658/EBE-4</p> <p>New ed.: c2016, 7th ed. (Int'l ed.) 658/KIN-3</p>
Principles of Marketing BBMK1013	Main	Armstrong & Kotler. <u>Marketing : an introduction</u> . 11 th ed. Prentice Hall, 2013.	New ed.: c2015, 12th ed. 658.8/ARM-6
	Supplementary	<p>William D. Perreault, Joseph P. Cannon, E. Jerome McCarthy. <u>Essentials of marketing: a marketing strategy planning approach</u>. 13th ed. McGraw-Hill, 2012.</p> <p>Sorger. <u>Marketing planning</u>. Prentice Hall, 2012.</p> <p>Keegan and Green. <u>Global marketing</u>. 7th ed. Prentice Hall, 2013.</p> <p>Roger A. Kerin, Steven W. Hartley, William Rudelius, Lau Geok Theng. <u>Marketing in Asia</u>. McGraw-Hill, 2009.</p>	<p>New ed.: c2015, 14th ed. 658.8/PER-5</p> <p>658.8/SOR <i>Title should be <u>Marketing planning : where strategy meets action</u></i></p> <p>658.8/KEE-6</p> <p>New ed.: c2013, 2nd ed. 658.8/KER</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		Michael Levens. <u>Marketing : defined, explained, applied.</u> 2 nd ed. Prentice Hall, 2012.	658.8/LEV:3 c2014
Public Relation BBMK 2003		Dennis L Wilcox; Glen T. Cameron. <u>Public relations : strategies and tactics.</u> 9th ed. Allyn & Bacon, 2009.	New ed.: c2014, 10th ed. 659.2/WIL-5
		David W Guth; Charles Marsh. <u>Public relations : a value driven approach.</u> 5th ed. Allyn & Bacon, 2012. Randy Bobbitt, Ruth Sullivan. <u>Developing the public relations campaign : a team-based approach.</u> 2nd ed. Allyn and Bacon, 2009. Glen Broom. <u>Cutlip and Center's effective public relations.</u> 10th ed. Prentice Hall, 2009.	659.2/GUT-2 <i>Title should be</i> <i><u>Public relations : a</u></i> <i><u>values-driven</u></i> <i><u>approach</u></i> 659.2/BOB-2 New ed.: c2013, 11th ed. 659.2/CUT-3 <i>Title should be</i> <i><u>Cutlip & Center's</u></i> <i><u>effective public</u></i> <i><u>relations</u></i>
Public Sector Accounting BBAC3423	Main	Abd Rauf, F., Yusoff, H., Yatim, N., Poobalan, U.R., Che Salleh, S. and Othman, R. <u>Public sector accounting : malaysian context.</u> 3 rd ed. Kuala Lumpur : Pearson, 2009. Syed Soffian Syed Ismail, et al. <u>Public sector accounting and financial management in Malaysia.</u>	657.835009595/FA T 2008 657.835009595/PU B

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		Kuala Lumpur : Malaysia, Pearson, 2011.	
	Supplementary	<p>Jones, R. and Pendlebury, M. <u>Public sector accounting</u>. 6th ed. London : Pearson Education, 2010.</p> <p>Omar, O. Mohammad Sharopi, I., Syed Soffian, S.I., Siti Zabedah, S., Mohd Syahir, R., MD Suhaimi, M.S., Rose Shamsiah, S., and Marlina, M.L. <u>Public sector accounting in Malaysia</u>. Kuala Lumpur : Thomson, 2007.</p> <p>Federal constitution 1957</p> <p><u>Financial Procedure Act 1957</u>. Kuala Lumpur International Law Book Services, 2004.</p> <p>Audit Act 1957</p> <p>Treasury Instructions</p> <p>Piawaiian Perakaunan Kerajaan</p>	<p>657.835/JON</p> <p>657.835/PUB</p> <p>342.595/FED-2 <i>Title should be <u>Federal constitution (as at 5th December 2013)</u></i></p> <p>343.595/FIN</p> <p><i>Available download from internet</i> https://www.audit.gov.my/index.php?option=com_content&view=article&id=86&Itemid=297&lang=en</p> <p>Not available</p> <p>Not available</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		(PPK)	
Public Speaking BBEN 2013		<p>Steven, A. Beebe & Susan J. Beebe. <u>Public speaking : an audience centered approach</u>. 8th ed. USA : Pearson Education, 2012.</p> <p>Carnagey, Dale. <u>The art of public speaking</u>. USA : CreateSpace Independent Publishing Platform, 2013.</p>	<p>New ed.: c2015, 9th ed. 808.5/BEE-5</p> <p>Not available</p>
		<p>Steven, A. Beebe and Susan J. Beebe. <u>Concise public speaking handbook</u>. USA : Pearson Education, 2012.</p> <p>Comfort, Jeremy. <u>Effective presentation. student's book</u>. UK : Oxford, 1994.</p> <p>Ros Jay & Antony Jay. <u>Effective presentation : how to create and deliver a winning presentation</u>. Harlow: Prentice Hall, 2004.</p>	<p>New ed.: c2015, 4th ed. 808.51/BEE</p> <p>808.5/COM c1995</p> <p>808.5/JAY-2</p>
Statistic BBQM1113	Main	<p>Mark L. Berenson, David M. Levine, Timothy C. Krehbiel. <u>Basic business statistics : concepts and applications</u>. 12th ed. Pearson, 2012.</p> <p>James McClave and Terry Sincich. <u>Statistics</u>. 12th ed. Pearson, 2013.</p>	<p>519.5/BER-6</p> <p>519.5/MCC-8 c2014</p>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
		Barry Render, Ralph M. Stair, Michael E. Hanna. <u>Quantitative analysis for management</u> . 11 th ed. Pearson Education Inc., 2012.	New ed.: c2015, 12th ed. 658.4/REN-4
	Supplementary	Paul Newbold, William L. Carlson, Betty M. Thorne. <u>Statistics for business and economics</u> . 8 th ed. Prentice Hall, 2013. Norean R. Sharpe, Richard D. De Veaux, Paul F. Velleman. <u>Business statistics</u> . 2 nd ed. Pearson, 2012. Bruce L. Bowerman, Richard T O'Connell. <u>Essentials of business statistics</u> . 3 rd ed. McGraw-Hill, 2010.	519.5/NEW New ed.: c2015, 3rd ed. 519.5/SHA:2-2 New ed.: c2015, 5th ed. (Int'l ed.) 519.5/BOW
Strategic Management BBMN3413	Main	Hitt, Ireland, Hoskinsson. <u>Strategic management : a competitive advantage approach, concepts and cases</u> . 10 th ed. Thompson South Western, 2012.	New ed.: c2015, 11th ed. 658.4/HIT <i>Title should be <u>Strategic management</u> : <u>competitiveness and globalization</u> : <u>concepts and cases</u></i>
	Supplementary	David, F.R. <u>Strategic management : a competitive advantage approach, concepts and cases</u> . 14 th ed. New Jersey : Prentice Hall International, 2012.	New ed.: c2015, 15th ed. 658.4012/DAV-2 <i>The title should be <u>Strategic management</u> : <u>concepts and cases</u> : a</i>

Course Name	Recommended Text	Author/ Title/ Publisher/ Year	Call No.
			<u>competitive</u> <u>advantage</u> <u>approach</u>

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