

# PRESCRIBED TEXTBOOKS

PRESCRIBED TEXTBOOKS ARE NOT INCLUDED IN THE STUDY FEE

2023C1 - 2023 First Intake

## HIGHER CERTIFICATE IN BUSINESS MANAGEMENT (NQF 5)

Title	ISBN	Publisher	E-book	In eLibrary
Introduction to Business Management - 11th ed	978 0 19 074576 9	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
Administrative Management - 5th ed	978 1 48513 096 3	JUTA	<a href="#">Yes (click here)</a>	Yes
South African Human Resource Management - 6th ed	978 1 48513 009 3	JUTA	<a href="#">Yes (click here)</a>	Yes
Operations Management - 3rd ed	978 0 19 904956 1	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
Basic Financial Management - 3rd ed	978 1 48513 164 9	JUTA	<a href="#">Yes (click here)</a>	Yes
An Introduction to Information Management and Technology in Business	978 1 48510 253 3	JUTA	<a href="#">Yes (click here)</a>	Yes
A Guide to Project Management - 2nd ed	978 1 48510 555 8	JUTA	<a href="#">Yes (click here)</a>	Yes

## DIPLOMA IN BUSINESS MANAGEMENT (NQF 6)

FIRST YEAR	ISBN	Publisher	E-book	In eLibrary
Introduction to Business Management - 11th ed	978 0 19 074576 9	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
Administrative Management - 5th ed	978 1 48513 096 3	JUTA	<a href="#">Yes (click here)</a>	Yes
SECOND YEAR				
Human Resource Management in South Africa - 7th ed	978 1 47377 941 9	Cengage Learning	<a href="#">Yes (click here)</a>	Yes (6th Ed)
South African Human Resource Management - 6th ed	978 1 48513 009 3	JUTA	<a href="#">Yes (click here)</a>	Yes
Marketing Management: A South African Perspective - 4th ed	978 1 48513 098 7	JUTA	<a href="#">Yes (click here)</a>	Yes (3rd Ed)
Economics for South African Students - 6th ed	978 0 62703 7054	Van Schaik	<a href="#">Yes (click here)</a>	No
Operations Management - 3rd ed	978 0 19 904956 1	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
THIRD YEAR				
Human Resource Management in South Africa - 7th ed	978 1 47377 941 9	Cengage Learning	<a href="#">Yes (click here)</a>	Yes (6th Ed)
South African Human Resource Management - 6th ed	978 1 48513 009 3	JUTA	<a href="#">Yes (click here)</a>	Yes
Introduction to Business Management - 11th ed	978 0 19 074576 9	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
Marketing Management: A South African Perspective - 4th ed	978 1 48513 098 7	JUTA	<a href="#">Yes (click here)</a>	Yes (3rd Ed)
Economics for South African Students - 6th ed	978 0 62703 7054	Van Schaik	<a href="#">Yes (click here)</a>	No
Operations Management - 3rd ed	978 0 19 904956 1	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
Fundamentals of Cost and Management Accounting - 8th ed	978 0 40 912869 7	LexisNexis	<a href="#">Yes (click here)</a>	Yes

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<b>Mind Matters</b>	<a href="http://www.mind-matters.co.za">www.mind-matters.co.za</a>
<b>Pimp My Book</b>	<a href="http://www.pimpmybook.co.za">www.pimpmybook.co.za</a>
<b>Protea Bookshop</b>	<a href="http://www.proteabooks.com">www.proteabooks.com</a>
<b>takelot.com</b>	<a href="http://www.takelot.com">www.takelot.com</a>
<b>Van Schaik Bookstore</b>	<a href="http://www.vanschaik.com">www.vanschaik.com</a>



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## DIPLOMA IN HUMAN RESOURCES MANAGEMENT (NQF 6)

FIRST YEAR	ISBN	Publisher	eBook	In eLibrary
Introduction to Business Management - 11th ed	978 0 19 074576 9	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
Administrative Management - 5th ed	978 1 48513 096 3	JUTA	<a href="#">Yes (click here)</a>	Yes
SECOND YEAR				
Human Resource Management in South Africa - 7th ed	978 1 47377 941 9	Cengage Learning	<a href="#">Yes (click here)</a>	Yes (6th ed)
Organisational Behaviour - Global and South African Perspectives - 3rd ed	978 1 775 95151 3	Pearson Education	<a href="#">Yes (click here)</a>	No
South African Employment Relations -Theory and Practice - 9th ed	978 0627 03746 7	Van Schaik	<a href="#">Yes (click here)</a>	Yes
South African Human Resource Management - 6th ed	978 1 48513 009 3	JUTA	<a href="#">Yes (click here)</a>	Yes
THIRD YEAR				
Human Resource Management in South Africa - 7th ed	978 1 47377 941 9	Cengage Learning	<a href="#">Yes (click here)</a>	Yes (6th ed)
Organisational Behaviour - Global and South African Perspectives - 3rd ed	978 1 775 95151 3	Pearson Education	<a href="#">Yes (click here)</a>	No
Introduction to Business Management - 11th ed	978 0 19 074576 9	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
South African Employment Relations -Theory and Practice - 9th ed	978 0627 03746 7	Van Schaik	<a href="#">Yes (click here)</a>	Yes
South African Human Resource Management - 6th ed	978 1 48513 009 3	JUTA	<a href="#">Yes (click here)</a>	Yes

## ADVANCED DIPLOMA IN HUMAN RESOURCE MANAGEMENT (NQF 7)

Title	ISBN	Publisher	E-book	In eLibrary
Human Resource Management: Gaining a Competitive Advantage - 12th ed	978 1 260 57074 8	McGraw-Hill	<a href="#">Yes (click here)</a>	No
Human Resource Management in South Africa - 7th ed	978 1 47377 941 9	Cengage Learning	<a href="#">Yes (click here)</a>	Yes (6th)
Introduction to Labour Relations in South Africa - 12th ed	9780409129175	LexisNexis	<a href="#">Yes (click here)</a>	Yes
Business Ethics - 6th ed	9780190721466	Oxford University Press	<a href="#">Yes (click here)</a>	Yes
First Steps in Research - 3rd ed	9780627037085	Van Schaik	<a href="#">Yes (click here)</a>	No

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<b>Pimp My Book</b>	<a href="http://www.pimpmybook.co.za">www.pimpmybook.co.za</a>
<b>Protea Bookshop</b>	<a href="http://www.proteabooks.com">www.proteabooks.com</a>
<b>takelot.com</b>	<a href="http://www.takelot.com">www.takelot.com</a>
<b>Van Schaik Bookstore</b>	<a href="http://www.vanschaik.com">www.vanschaik.com</a>



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