**IJAZAH SARJANA MUDA PENGURUSAN ( TEKNOLOGI )**

**SENARAI BAHAN RUJUKAN SAMPINGAN BAGI KURSUS-KURSUS YANG DITAWARKAN**

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| **SEM /THN** | **KOD KURSUS /MODUL** | **NAMA KURSUS/ MODUL** | **BAHAN RUJUKAN UTAMA** | **N0. RUJUKAN PERPUSTAKAAN** | **BILANGAN** | **CATATAN** |
| 1/1 | **SHAD 1103** | **Principles of Microeconomics** | 1. Bade, R & Parkin, M (2013). Foundations of economics. Boston: Pearson education. 2. Pindyck, Rubinfield and koh. (2006) Microeconomics: An Asian perspective. Singapore: Prentice Hall. 3. Case, K.E. (2007). Principles of economics. Upple Saddle: Pearson Prentice Hall. | HB72 H99 R624 2013  HB172 L83 2006  HB171.5 C3183 2007 | 6  2  2 | order item 106 |
| **SHAD 1023** | **Business mathematics** | 1. Barnett, R.A. (2014) Calculus for business, economics, life sciences and social sciences. Upper Saddle River. | QA303 E39 B272 2014 | 3 |  |
| **SHAD 1033** | **Principles of management** | 1. Robbins, S. P (2005) Management. Pearson Prentice Hall. 2. Campling, Poole, Wiesner. (2002) Management. Asia Pacific. 3. Certo, S.C. (2014). Modern management: Concept and skills. US: Pearson International. | HD70 H89 2005  HD30.8 H99 2002  HD30.2 H99 S257 2014 | 2  2  3 | *order item 108* |
| **SHAD 1013** | **Principles of marketing** | 1. Abu Bakar, Rohaizat, Ahmas, Kotler & Amrstrong. (2012) Principles of marketing. Prentice Hall. 2. Abu Bakar. (2007) Marketing : An introduction. An Asian Perspective. New Jersey: Prentice Hall. | HF5415 H99 P445 2012 | 3 | *order item 112* |
| **SHAC 1023** | **Introduction to financial accounting** | 1. Roshayani, A. (2009) Financial accounting: An introductory. Malaysia: Mc GrawHill. 2. Harrison, W.T. ( 2014). Financial Accounting. Upper Saddle: Pearson. 3. Kimmel, P.D. (2013). Financial accounting: tools for business decision maki9ng. Asia: John Wiley. | HF5635 H99 R475 2009  HF5635 H99 P275 2014  HF5635 H99 P275 2013 | 3  3  3 |  |
|  | **UKQP 1361** | **Social ethics and personality** | 1. Mokhtar Mohd Tohar (2003) Protokol dan amalan di Malaysia. Kuala Lumpur: DBP. 2. Mokhtar Mohd Tohar (1999). Protokol dan etiket dalam pengurusan menghadiri majlis dan pengurusan. Inst. Tadbiran Awam Negara Malaysia. | PN6729 M63 2003 | 2 | Order item 117  *Order item 116* |
|  | **SHAD 1043** | **Organizational behavior** | 1. Robbins, S.P. (2014). Essentials of organizational behavior. New Jersey: Prentice Hall. 2. Schermerhorn, Hunt and Osborn. (2012). Organizational behavior. New York: John Wiley. 3. George & Jones. (2012). Organizational behavior. New Jersey: Prentice Hall. | HD58.7 H99 S745 2014  HD28.3 H99 s253 2012  HD58.7 G46 H99 2012 | 3  3  3 |  |

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| **SEM /THN** | **KOD KURSUS /MODUL** | **NAMA KURSUS/ MODUL** | **BAHAN RUJUKAN UTAMA** | **N0. RUJUKAN PERPUSTAKAAN** | **BILANGAN** | **CATATAN** |
| **2/1** | **SHAD 1053** | **Principles of Macroeconomics** | 1. Bade, R & Parkin, M. (2013). Foundation of economics. Boston: Pearson. 2. Dornbursh, R, Fisher, S & Starrtz, R. (2011). Macroeconomics . singapore: Mc GrawHill. 3. Gordon, R.J. (2012). Macroeconomics . new York: Addison – Wesley- Longman. | HB171.15 H99 R425 2013  HB172.5 D67 R425 2012  HB172.5 H99 R425 2012 | 3  3  3 |  |
| **SHAD 1063** | **Statistics 1** | 1. Berenson, M.L., Levine, D.M & Krehbiel, T.C. (2012). Basic business statistics. Upper Saddle River: Prentice Hall. 2. Sweeney, D.J., William, T.A., Anderson, D.R.(2006). Fundamentals of business statistics. Upper Saddle River: Prentice Hall. 3. Lind, D.A., Marchal, W.G., & Wathen, S.A. (2006). Basic statistics for business & economics. Boston: Mc GrawHill. 4. Gerald, K. (2012). Statisticas for management and economics. Australia: Thompson South Western. | HF1017 H99 M275 2012  HA29.3 H99 L452 2013  HA29 H99 G472 2012 | 3  3  3 | Order item 125 |
| **SCSD 1513** | **Technology and information system** | 1. Shelly, G.B., Cashman, T.J., & Vermatt, M/E. (2012) Discovering computers 2012 complete. Boston: Thomson Course technology. 2. O’Leary, T., & O’Leary, L. (2014). Computing essentials complete. New York: Mc GrawHill. 3. Beekman, G., & Quinn, M. (2014). Digital planet: Tomorrow’s technology and you, complete. Boston: Pearson. 4. Daley, B.A. (2008). Computers are yours future complete. Upper Saddle River: Pearson. | QA76.765 Q390 S435 2012  QA75.756 Q390 T457 2014  QA76.765 Q390 G457 2014 | 2  2  3 | Order item 129 |
| **UICI 1012** | **Islamic and asian civilization** | 1. A. Aziz Deraman. (2005). Masyarakat dan kebudayaan Malaysia: Suatu analisi perkembangan kebudayaan di Malaysia.kuala Lumpur: DBP. 2. Ahmad Hakimi Khairuddin. (2006). Arkeologi dan sejarahkebudayaan melayu: satu tinjauan awal purba. 3. Ahmad Hakimi Khairuddin. (2006). Isu – isu kontemporari dalam tamadun islam dan tamadun melayu,. Kuala Lumpur: Penerbit Uni. Malaya. | PN597 A293 2005 | 2 | Order item 161  Order item 160  Order item 162 |
| **ULAB 1122** | **English for academic communication** | 1. Gramer, M.F and Ward, C.S. (2011). Q: Skill for success 3- reading and writing. New York: oxford ni. Press. 2. Craven, M and Sherman, K. (2011). Q: Skill for success 3- reading and writing . 3. Deanne, M.S. (2004). Improving reading skills: contemporary readings for college students. New York: Mc GrawHill. |  |  | * On qoute |

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