

Business Administration Booklist Spring 2019

Students in the Business Administration course are required to have the following:

- Their own headsets with a microphone (needed to listen to and record audio in computer lab)
- USB Drive (recommended 4GB)
- All textbooks on the first day of class

Course Code	Textbook/materials	Author	Edition	ISBN#	Publisher	Price
BUSD 1001 Business Communications I	Business Communication: Building Critical Skills with Connect Code	Braun, Locker & Kaczmarek	6th	9781259089091	McGraw-Hill	\$79.16
BUSD 1006 Principles of Accounting	Key Accounting Principles Volume 2	Neville Joffe	4th	9781926751344	AME Learning	\$135.00
BUSD 1009 Human Resource Management I	Managing Human Resources	Belcourt, Singh, Snell, Morris, Bohlander	8th	9780176570262	Nelson	\$154.95
BUSD 1380 Organizational Behaviour	Organizational Behaviour	[Author removed at request of original publisher]	2017	9781946135155	OER - University of Minnesota Libraries Publishing	
BUSD 2009 Leadership & Intercultural Management	The Art of Leadership	Manning, G., Curtis, K.	6th	9781260092660	McGraw Hill Education	\$149.95
BUSD 2620 Accounting Information Systems	Accounting Information Systems	Marshall B. Romney and Paul J. Steinbart	14th	9780134474021	Pearson	\$199.95
Subtotal						\$719.01
GST						\$35.95
TOTAL						\$754.96

*****Textbooks can be returned within 14 days of purchase for full refund, you must have original receipt and refunds will be refunded to the original payment method. Any textbooks that are shrink wrapped must be still be in original shrink wrap. Textbooks must be in original condition for refund*****

The bookstore makes every effort to ensure published book prices and course materials lists are up to date and correct. However, prices and required materials are subject to change. In the event of a pricing discrepancy, the price charged by the bookstore at the time of purchase will be honoured.