

CUA - Metropolitan School of Professional Studies  
SUMMER 2012 TEXTBOOK REQUIREMENTS

METROPOLITAN COLLEGE TEXTBOOKS - SUMMER 2012 (3/15/2012)		
Course	Instructor	Textbook(s)
<b>MBU-Metro: Business</b>		
MBU 201 Management & Org. Behavior (Online)	W. Morton	Title: Organizational Behavior: Key Concepts, Skills And Best Practices, 5th ed. Authors: Angelo Kinicki & Mel Fugate Publisher: McGraw-Hill ISBN: 9780078137204
MBU 341 Business Law I	T. Healy	Title: Business Law, 8th Ed. Author: Henry R. Cheeseman Publisher: Prentice Hall ISBN: 9780132890410
<b>MBU-Metro: Business - Graduate</b>		
MBU 505 Project Management (Online)	M. Kushner	<b>Book (Required):</b> Title: Project Management w/CDs, 5th ed. Author: Erik Larson & Clifford Gray Publisher: McGraw-Hill ISBN: 9780077426927 (or, for book alone, 9780073403342) <b>Software (Required):</b> Fissure Project Management Simulation Software, to be purchased at <a href="http://www.simulationpoweredlearning.com/buy.html">http://www.simulationpoweredlearning.com/buy.html</a> (ISBN: 9780615341972)
MBU 510 Org. Theory & Behavior	P. Shibeliski	Title: Essentials of Organizational Behavior, 11th ed. Author: Stephen P. Robbins/Timothy A. Judge Publisher: Prentice Hall ISBN: 9780132545303
MBU 514-01 Leadership Foundations	J. Hamp	Title: Leadership: Theory and Practice, 6th ed. Author: Peter G. Northouse Publ: Sage Publ. ISBN: 9781452203409
MBU 514-02 Leadership Foundations (@ VACO)	R. Stacy	Title: Leadership: Theory and Practice, 6th ed. Author: Peter G. Northouse Publ: Sage Publ. ISBN: 9781452203409

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MBU 516 Managing People & Performance	D. Sepe	Title: Management Skills: A Jossey-Bass Reader Author: Jossey-Bass Publishers (Ed.) Publisher: Jossey-Bass ISBN: 9780787973414
MBU 523 Legal Env. of Hum. Res. Mgt.	A. Abrams	Title: Employment and Labor Law, 7th Ed. Authors: Patrick J. Cihon, James Ottavio Castagnera Publisher: South-Western/Cengage ISBN: 9781439037270
MBU 533-01 HR Mgt. & Strategy	T. Tobin	Title: Human Resource Management: Linking Strategy to Practice, 2nd ed. Authors: Greg L. Stewart, Kenneth G. Brown Publ: J. Wiley & Sons ISBN: 9780470530498
MBU 533-02 HR Mgt. & Strategy (@ VACO)	J. Henderson	Title: Human Resource Management: An Experiential Approach, 6th edition (w/Access Card) Author: H. John Bernardin & Joyce Russell Publisher: McGraw-Hill ISBN: 9780077602963
MBU 566 HR Development & Training	K. Kippen	<b>Book #1 - Required:</b> Title: ASTD Handbook for Workplace Learning Professionals Authors: Elaine Biech (ed.) Publisher: ASTD Press ISBN: 9781562865122 <b>Book #2 - Required:</b> Title: Presentation Basics Author/s: Robert J. Rosania Publisher: ASTD Press ISBN: 9781562863470
MBU 573 Legal Aspects of Gov't Contracting	C. Vacketta & B. Jorgensen	Title: Government Contract Guidebook, 4th ed., 2011-2012 Author: Steven W. Fedlman Publisher: West / Thomson Reuters ISBN: 9780314606853  (NOTE: The text is expensive, but is considered a critical resource in the FACM profession. You will also receive extensive additional materials from MSPS at no cost to you.)

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MBU 619 Strategic Planning & Implementation	R. Stacy	Title: Strategic Management, A Competitive Advantage Approach: Concepts and Cases, 14th ed. Author: Fred R. David Publisher: Prentice Hall ISBN: 9780132664233
MBU 627 HR Info Systems & Communications	D. Austin	<b>Book #1 (Required):</b> Title: Human Resources Management Systems: A Practical Approach, 3rd ed. Author/s: Rampton, Turnbull and Doran Publisher: Carswell/Thomson ISBN: 9780779800070 <b>Book #2 (Required):</b> Title: Proving the Value of HR: How and Why to Measure ROI, 2nd ed. Authors: Jack J. Phillips & Patricia Pulliam Phillips (ROI Institute) Publisher: Society for Human Resource Management (SHRM) ISBN: 9781586442316
MBU 629 Strategic Planning for HR Managers	T. Tobin	Title: Human Resource Management: Linking Strategy to Practice, 2nd ed. Authors: Greg L. Stewart, Kenneth G. Brown Publ: J. Wiley & Sons ISBN: 9780470530498
MBU 633 Legal Environment - Federal	T. Dirks	Title: The Foundation of Merit: Public Service in American Democracy Author/s: Patricia Ingraham Publisher: Johns Hopkins University Press ISBN 9780801851124
MBU 647 Advanced Managerial Communication (Online)	J. Henderson	Title: Strategic Management Communication for Leaders, 2nd ed. Author: Robyn Walker Publisher: Cengage/South-Western ISBN: 9780538451345
MBU 652 Managerial Decision Making	H. Steed	Title: Analysis for Financial Management, 10th ed. Author: Robert C. Higgins Publisher: McGraw Hill ISBN: 9780078034688

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<p>MBU 664 Developing Leadership Competencies</p>	<p>C. Jordan</p>	<p><b>Book #1 (Required):</b>            Title: The Leadership Challenge, 4th ed.            Author: James Kouzes and Barry Posner            Publisher: Jossey-Bass            ISBN: 9780787984922  <b>Book #2 (Required):</b>            Title: The Leadership Challenge Workbook            Author: James Kouzes and Barry Posner            Publisher: Jossey-Bass            ISBN: 9780787968212</p>		
<p>MBU 673 / 674 Master's Capstone</p>	<p>J. Russell</p>	<p>Title: Research Methods in Business Studies, 4th ed.            Authors: Pervez Ghauri &amp; Kjell Gronhaug            Publisher: Pearson Education Canada            ISBN: 9780273712046</p>		
<p><b>MHU - Metro: Humanities</b></p>				
<p>MHU 371 International Cultures in American Literature</p>	<p>R. Sharp</p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>Book #1 (Required):</b>                Title: Funny in Farsi                Author: Firoozeh Dumas                Publisher: Random House                ISBN: 9780812968378</p> <p><b>Book #2 (Required):</b>                Title: Hunger for Memory                Author: Richard Rodriguez                Publisher: Bantam Dell                ISBN: 0553382519</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b>Book #3 (Required):</b>                Title: Interpreter of Maladies                Author: Jhumpa Lahiri                Publisher: Houghton Mifflin                ISBN: 039592720X</p> <p><b>Book #4 (Required):</b>                Title: A Good Fall                Author: Ha Jin                Publisher: Pantheon                ISBN: 9780307378682</p> </td> </tr> </table>	<p><b>Book #1 (Required):</b>                Title: Funny in Farsi                Author: Firoozeh Dumas                Publisher: Random House                ISBN: 9780812968378</p> <p><b>Book #2 (Required):</b>                Title: Hunger for Memory                Author: Richard Rodriguez                Publisher: Bantam Dell                ISBN: 0553382519</p>	<p><b>Book #3 (Required):</b>                Title: Interpreter of Maladies                Author: Jhumpa Lahiri                Publisher: Houghton Mifflin                ISBN: 039592720X</p> <p><b>Book #4 (Required):</b>                Title: A Good Fall                Author: Ha Jin                Publisher: Pantheon                ISBN: 9780307378682</p>
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<p><b>MID - Metro: Interdisciplinary</b></p>				
<p>MID 50 / 350 SAIL</p>	<p>M. Stevenson</p>	<p>Title: Earn College Credit for What You Know, 4th ed.            Author: Colvin, J.            Publisher: Kendall/Hunt Publishing Company            ISBN: 9780757527500</p>		

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MID 100 Critical Thinking	L. Eby	Title: The Art of Reasoning, 3rd ed. Author: David Kelley Publisher: W.W. Norton Co ISBN: 9780393972139
MID 495 Senior Seminar	W. Perry	<p><b>Book #1 (Required):</b> Title: Hamlet (Folger Shakespeare Library Edition) Author: William Shakespeare (P. Werstine &amp; B. Mowat, ed.) Publisher: Simon &amp; Schuster ISBN: 9780743477123</p> <p><b>Book #2 (Required):</b> Title: The Odyssey, Revised Edition Author: Homer (E.V. Rieu, translator) Publisher: Penguin Classics ISBN: 9780140449112</p> <p><b>Book #3 (Required):</b> Title: Tough Care Author: Bernard Mooney Publisher: CreateSpace ISBN: 9781466391376</p> <p><b>Book #4 (Required):</b> Title: The Ramayana: A Shortened Modern Prose Version of the Indian Epic Author: R.K. Narayan Publisher: Penguin Classics ISBN: 9780143039679</p> <p><b>Book #5 (Required):</b> Title: A Writer's Reference, 7th ed. Author: Diana Hacker Publisher: Bedford/St. Martin's ISBN: 9780312601430</p>
<b>MIS - Metro: Information Science</b>		
MIS 107 Microcomputer Applications II	S. Ganjalizadeh	Title: Microsoft Office 2010 : Illustrated Introductory, First Course, 1st Edition Author: Beskeen, Cram, Duffy, Friedrichsen,& Reding Publisher: Course Technology/Cengage ISBN: 9780538747158
MIS 209 Electronic Health Records II	D. Parris	Title: Electronic Health Records for Allied Health Careers w/Student CD-ROM Author: Susan M. Sanderson Publisher: McGraw-Hill ISBN: 9780073309781

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MIS 327 Systems Analysis & Design	A. Ghassemzadeh	Title: Systems Analysis & Design in a Changing World, 6th ed. Authors: John W. Satzinger, Robert Jackson, and Stephen D. Burd Publisher: Course Technology/Cengage ISBN: 9781111534158
<b>MPD - Metro: Professional Dev.</b>		
MPD 340 Mgt. & Org. Behavior	W. Morton	(See MBU 201 above.)
<b>MPH - Metro: Philosophy</b>		
MPH 350 Philosophy of Religion (Online)	J. Despres	Title: Philosophy of Religion: Selected Readings, 3rd ed. Authors: William L. Rowe and William J. Wainwright (ed.) Publisher: Oxford University Press, 1998 ISBN: 9780195155112
<b>MSO - Metro: Social Sciences</b>		
MSO 101 Introduction to Human Services	L. Robertson	Title: Theory, Practice, and Trends in Human Services, 5th Edition Authors: Edward S. Neukrug Publisher: Brooks/Cole - Cengage ISBN: 9780840028563
MSO 200 Human Cultural Diversity	J. Cottman	<b>Book #1 (Required):</b> Title: Cultural Diversity, A Primer for the Human Services, 4th ed. Author: Jerry V. Diller Publisher: Brooks/Cole - Cengage ISBN: 9780840032256 <b>Book #2 (Required):</b> Title: Cultural Competence in Process and Practice: Building Bridges Author: Juliet C. Rothman Publisher: Pearson ISBN: 9780205500697
MSO 384 Principles & Practices of Social Entrepreneurship (Online)	D. Fisher	Title: Understanding Social Entrepreneurship: The Relentless Pursuit... Authors: Jill Kickul and Thomas Lyons Publisher: Routledge (Taylor & Francis) ISBN: 9780415884891
MSO 385 Public Private Partnership (Online)	Pending	Pending

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MSO 386 Corporate Social Responsibility (Online)	V. Okaru-Bisant	Title: Corporate Social Responsibility: An Ethical Approach Author: Mark S. Schwartz Publisher: Broadview Press ISBN: 9781551112947
MSO 417 Social Enterprise Development (Online)	D. Fisher	Pending
MSO 584 Principles & Practices of Social Entrepreneurship (Online)	D. Fisher	Title: Understanding Social Entrepreneurship: The Relentless Pursuit... Authors: Jill Kickul and Thomas Lyons Publisher: Routledge (Taylor & Francis) ISBN: 9780415884891
MSO 585 Public Private Partnership (Online)	Pending	Pending
MSO 586 Corporate Social Responsibility (Online)	V. Okaru-Bisant	Title: Corporate Social Responsibility: An Ethical Approach Author: Mark S. Schwartz Publisher: Broadview Press ISBN: 9781551112947

Test Bank for Organizational Behavior Key Concepts Skills and Best Practices 5th Edition by Kinickinal Behavior. 100000 in stock. Purchase Options. ADD EXTRA to Achieve Best Academic Results on Your Course! In addition to facilitating active learning, Organizational Behavior: Key Concepts, Skills & Best Practices meets the needs of those instructors looking for a brief, paperback text for their OB course, who do not want to sacrifice content or pedagogy. This book provides lean and efficient coverage of topics such as diversity in organizations, ethics, and globalization, which are recommended by the Association to Advance Collegiate Schools of Business (AACSB) and the Association of Collegiate Business Schools and Programs (ACBSP). Skills Best Practices | PDF books PDF files. 4. If you want to download this book, click link in the last page. 5. Clik here to Download this book Read Organizational Behavior: Key Concepts, Skills Best Practices | PDF books Click this link : <https://newbestebookpage.blogspot.com/?book=0078137209> if you want to download this book OR. Recommended. [PDF] Organizational Behavior: Key Concepts, Skills Best Practices Full Books. on July 16 at 06:05 PM. Organizational Behavior: Key Concepts, Skills Best Practices. Download Organizational Behavior: Key Concepts, Skills Best Practices HERE : Editorial Review : New, ship fast, delivered in 5 days in UK. No PO Box. Organizational Behavior: Key Concepts, Skills Best Practices TAGS: pdf Organizational Behavior: Key Concepts, Skills Best Practices free download. Organizational Behavior: Key Concepts, Skills Best Practices PDF free download. read Organizational Behavior: Key Concepts, Skills Best Pr...

Organizational Behavior - Discussion. Selected Reading. UPSC IAS Exams Notes. Developer's Best Practices. Questions and Answers. Effective Resume Writing. Positive motivation Encouraging others to change their behavior or say complete a task by luring them with promotions or any other profits. Example "If you complete this, you will gain this." Negative motivation Forcing or warning others to change their behavior else there can be serious consequences. Example "If you don't complete this, you will be deprived from the office." Value of person Employees want to be valued and appreciated for their skills and abilities followed by opportunities which help them develop themselves. Nature of Organization. Nature of organization states the In addition to facilitating active learning, Organizational Behavior: Key Concepts, Skills & Best Practices meets the needs of those instructors looking for a brief. Book Condition: This is a used text in good condition. It may have some writing and highlighting. Ships directly from Amazon. Eligible for free super saver shipping. In Stock. Sold by FlippingPages, Fulfilled by Amazon. Condition: Used: Good. Comment: This is a used text in good condition. READ FREE FULL Organizational Behavior: Key Concepts, Skills, Best Practices with Student CD. amelia. Trending. ASAP Rocky. 1:13. Trump fails to get A\$AP Rocky out of Swedish jail. Zoomin English.

Angelo Kinicki, Robert Kreitner. In addition to facilitating active learning, *Organizational Behavior: Key Concepts, Skills & Best Practices* meets the needs of those instructors looking for a brief, paperback text for their OB course, who do not want to sacrifice content or pedagogy. This book provides lean and efficient coverage of topics such as diversity in organizations, ethics, and globalization, which are recommended by the Association to Advance Collegiate Schools of Business (AACSB) and the Association of Collegiate Business Schools and Programs (ACBSP). In addition to facilitating active learning, *Organizational Behavior: Key Concepts, Skills & Best Practices* meets the needs of those instructors looking for a brief, paperback text for their OB course, who do not want to sacrifice content or pedagogy. This book provides lean and efficient coverage of topics such as diversity in organizations, ethics, and globalization, In addition to facilitating active learning, *Organizational Behavior: Key Concepts, Skills & Best Practices* meets the needs of those instructors looking for a brief, paperback text for their OB course, who do not want to