#### Business Administration Management Diploma Fall 2025 Booklist

The following are required textbooks for the Business Administration Management courses. When purchasing textbooks please check that you are purchasing the correct book by checking the ISBN numbers. The links below are to publisher websites, you can purchase your book from other websites but ensure that those books come with the required programs.

#### YEAR 1 - Term 1 BOOKLIST

#### **ACCT1110**



#### **Key Accounting Principles Volume 1,** 7.0 - Online Access Code (Includes Ebook)

Author: P. Parker, D. Cook **Publisher:** AME Learning ISBN: 9781990337741

Copy and paste the below link to purchase the textbook:

www.amelearning.com/store/

#### Purchase instructions:

Select Northern Lakes College, then add Volume 1 to your cart to purchase.

Course Name: ACCT1110-Tett Enrolment Key: 1110sept25tett

#### **COMP1010**



### Microsoft 365 Introductory 2021

series editor Mary Anne Poatsy Keith Mulbery • Lynn Hogan Jason Davidson • Jerri Williams Amy Rutledge • Diane Kosharek

#### **Exploring Microsoft Office 365, Introductory 2021 Edition**

**Author:** Mary Poatsy **Publisher:** Pearson

ISBN: 9780137693795 (e-textbook; not

MyLab)

#### **Purchase Here**

\*NOTE\* this is an e-textbook. Course assignments are located in the book. To complete assignments students will need either

a) two computer monitors – one for displaying the assignment description and one for completing the assignment

b) one computer monitor along with a printed-off copy of the assignment (students are able to print of pages from the e-textbook).

The course assignments are easiest to complete with a computer that uses a Windows operating system -Windows 11 or Windows 10. Students using a Mac

# **ECON1010 MICROECONOMICS ENGL1110** Courtland L. Bovée · John V. Thill · Jean A. Scribner

computer might not be able to complete some assignments.

#### **Principles of Microeconomics +** Connect, 11th Edition

Author: Sayre, Morris Publisher: McGraw Hill

#### **Purchase Here**

#### Please purchase either:

Connect + Print

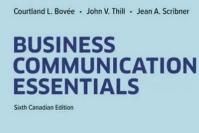
ISBN: 9781265850821

Or

Connect (includes ebook) ISBN: 9781265840891

#### \*NOTE\*

"Connect +Print Text" option is recommended. Connect is required and most students find it easiest to have a print copy in front of them.



#### **Business Communication Essentials,** Canadian Edition, 6th edition

MyLab Business Communication with Pearson eText for Business Communication Essentials, Canadian Edition

#### Purchase Here

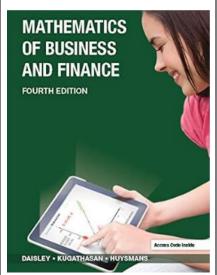
ISBN: 9780138083373

Registration link: Get registered

\*NOTE\* MyLab Version (required) is different than the eTextbook only. Do not purchase the eTextbook. Be sure to click the "MyLab" tab and ensure the ISBN you select is correct. Purchasing the "MyLab" version gives you access to the eTextbook. - ensure the ISBN you select is correct.



#### **MGMT1110**



## Mathematics of Business and Finance, 4<sup>th</sup> Edition

Authors: Daisley, Kugathasan, Huysmans

Publisher: Vretta

#### **Purchase Here**

ISBN: 9781927737545

#### MGMT1110 & MGMT2110



#### **TI BAII Plus Calculator**

#### **Purchase Here**

\*NOTE\*

This is a specific finance calculator and is REQUIRED.

#### **MGMT1256**



MGMT: Principles of Management, 4<sup>th</sup> Canadian Edition

Author: Williams, Champion, Hall

**Publisher:** Cengage Learning Canada, Inc.

#### **Purchase Here**

Please purchase either:

eTextbook

ISBN: 9781778412660

Hardcopy Textbook ISBN: 9781774747834

#### YEAR 2 - Term 1 BOOKLIST

#### **HRMT 2115**



## Canadian Human Resource Management, 14th Edition

Author: Schwind, Uggerslev, Wager, Fassina, and

Halinski

Publisher: McGraw Hill

#### **Purchase Here**

#### Please purchase either:

ISBN: 9781265688615 (print text)

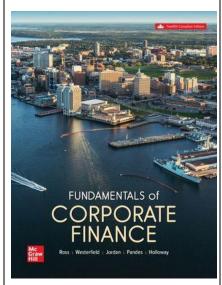
or

ISBN: 9781264705252 (eBook – 180 days)

or

ISBN:9781264707133 (eBook – Lifetime)

#### **MGMT2110**



## Fundamentals Of Corporate Finance, 12<sup>th</sup> Edition

Author: Ross, Westerfield, Jordan, Pandes, and

Holloway

**Publisher:** McGraw Hill

#### **Purchase Here**

#### Please purchase either:

Connect + Print

ISBN: 9781264582372

Or

Connect (includes ebook) ISBN: 9781264517343

#### \*NOTE\*

"Connect +Print Text" option is recommended.
Connect is required and most students find it easiest to have a print copy in front of them.

#### **MGMT2120**

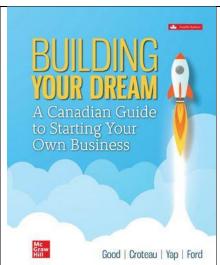
## Building Your Dream: A Guide to Starting Your Own Business, 12<sup>th</sup> Edition

Author: Good, Croteau, Yap and Ford

Publisher: McGraw Hill

#### **Purchase Here**

#### Please purchase either:



Connect + Print

ISBN: 9781265847692

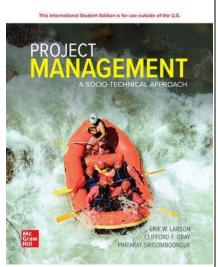
Or

Connect (includes ebook) ISBN: 9781265806385

#### \*NOTE\*

"Connect +Print Text" option is recommended.
Connect is required and most students find it easiest to have a print copy in front of them.

#### **MGMT2190**



**Project Management: A Socio-**

**Technical Approach: 2024 Release ISE** 

**Author:** Larson and Gray **Publisher:** McGraw Hill

#### **Purchase Here**

#### Please purchase either:

Connect + Print

ISBN: 9781264734573

Or

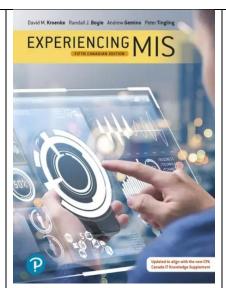
Connect (includes ebook) ISBN: 9781260242379

#### \*NOTE\*

"Connect +Print Text" option is recommended.
Connect is required and most students find it easiest

to have a print copy in front of them.

#### **MGMT2430**



## **Experiencing MIS, Canadian Edition, 5th edition**

Author: Kroenke, Boyle, Gemino and Tingling

**Publisher:** Pearson Canada

#### **Purchase Here**

ISBN: 9780134861579

\*NOTE\* MyLab Version (required) is different than the eTextbook only. Do not purchase the eTextbook. Be sure to click the "MyLab" tab and ensure the ISBN you select is correct. Purchasing the "MyLab" version gives you access to the eTextbook. - ensure the ISBN you select is correct.