

BACHELOR OF BUSINESS ADMINISTRATION

PRESCRIBED TEXTBOOKS

DISTANCE LEARNING

2026

SCHOOL OF ADMINISTRATION & MANAGEMENT

A list of prescribed textbooks for your programme has been provided to assist you for budgeting purposes.

Tuition fees do not include the cost of prescribed textbooks, which will be for your own account unless otherwise indicated.

Note: If a module does not appear on the list, it means that there are no prescribed textbooks for the module and all material will be provided to you on the LMS.

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Note: Once your registration and enrolment are complete and the STADIO Books portal open, you will receive an email and SMS with a unique link allowing you to access the portal the moment it opens! For queries related to prescribed study material, please log a ticket for SS-CourseMaterial on <https://qdesk.stadio.ac.za>.

DISASTER RISK REDUCTION YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ACCOUNTING FOR MANAGERS I	ACND152	Fundamentals of Bookkeeping and Financial Accounting.	Maritz, C. J., and Hibling, A. J.	EDGE Education.	4th	9781432701116
1	BUSINESS COMMUNICATION I	BCU100/ BCUD152	Business Communication Putting Theory into Practice	Burse, M., Massey, A., Anderson, W., Ellis, N., Lavender, M., Petersen, C., Roycroft, S., Van der Westhuizen, M., Kafaar, R., Vermeulen, A. and Ward, B.	Cape Town EDGE Education.	2nd	9781432704407
1	INTRODUCTION TO BUSINESS ADMINISTRATION	BUS152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	END USER COMPUTING	EUC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ECONOMICS FOR MANAGERS I	MEC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	DISASTER RISK MANAGEMENT 1	DRM162	TBC	TBC	TBC	TBC	TBC

ENTREPRENEURSHIP AND INNOVATION MANAGEMENT YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ACCOUNTING FOR MANAGERS I	ACND152	Fundamentals of Bookkeeping and Financial Accounting.	Maritz, C. J., and Hibling, A. J.	EDGE Education.	4th	9781432701116
1	BUSINESS COMMUNICATION I	BCU100/ BCUD152	Business Communication Putting Theory into Practice	Burse, M., Massey, A., Anderson, W., Ellis, N., Lavender, M., Petersen, C., Roycroft, S., Van der Westhuizen, M., Kafaar, R., Vermeulen, A. and Ward, B.	Cape Town EDGE Education.	2nd	9781432704407

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1	INTRODUCTION TO BUSINESS ADMINISTRATION	BUS152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	END USER COMPUTING	EUC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ECONOMICS FOR MANAGERS I	MEC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ENTREPRENEURSHIP AND INNOVATION MANAGEMENT	EIA162	There is no prescribed textbook for this module	N/A	N/A	N/A	N/A

HUMAN RESOURCE MANAGEMENT YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ACCOUNTING FOR MANAGERS I	ACND152	Fundamentals of Bookkeeping and Financial Accounting.	Maritz, C. J., and Hibling, A. J.	EDGE Education.	4th	9781432701116
1	BUSINESS COMMUNICATION I	BCU100/ BCUD152	Business Communication Putting Theory into Practice	Burse, M., Massey, A., Anderson, W., Ellis, N., Lavender, M., Petersen, C., Roycroft, S., Van der Westhuizen, M., Kafaar, R., Vermeulen, A. and Ward, B.	Cape Town EDGE Education.	2nd	9781432704407
1	INTRODUCTION TO BUSINESS ADMINISTRATION	BUS152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	END USER COMPUTING	EUC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ECONOMICS FOR MANAGERS I	MEC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	HUMAN RESOURCE MANAGEMENT	HRA162	TBC	TBC	TBC	TBC	TBC

LOGISTICS MANAGEMENT YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ACCOUNTING FOR MANAGERS I	ACND152	Fundamentals of Bookkeeping and Financial Accounting.	Maritz, C. J., and Hibling, A. J.	EDGE Education.	4th	9781432701116
1	BUSINESS COMMUNICATION I	BCU100/ BCUD152	Business Communication Putting Theory into Practice	Burse, M., Massey, A., Anderson, W., Ellis, N., Lavender, M., Petersen, C., Roycroft, S., Van der Westhuizen, M., Kafaar, R., Vermeulen, A. and Ward, B.	Cape Town EDGE Education.	2nd	9781432704407
1	INTRODUCTION TO BUSINESS ADMINISTRATION	BUS152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	END USER COMPUTING	EUC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ECONOMICS FOR MANAGERS I	MEC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	LOGISTICS MANAGEMENT 1	LGA162	TBC	TBC	TBC	TBC	TBC

MARKETING MANAGEMENT YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ACCOUNTING FOR MANAGERS I	ACND152	Fundamentals of Bookkeeping and Financial Accounting.	Maritz, C. J., and Hibling, A. J.	EDGE Education.	4th	9781432701116
1	BUSINESS COMMUNICATION I	BCU100/ BCUD152	Business Communication Putting Theory into Practice	Burse, M., Massey, A., Anderson, W., Ellis, N., Lavender, M., Petersen, C., Roycroft, S., Van der Westhuizen, M., Kafaar, R., Vermeulen, A. and Ward, B.	Cape Town EDGE Education.	2nd	9781432704407
1	INTRODUCTION TO BUSINESS ADMINISTRATION	BUS152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	END USER COMPUTING	EUC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ECONOMICS FOR MANAGERS I	MEC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	MARKETING MANAGEMENT	MMA162	TBC	TBC	TBC	TBC	TBC

PROJECT MANAGEMENT YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ACCOUNTING FOR MANAGERS I	ACND152	Fundamentals of Bookkeeping and Financial Accounting.	Maritz, C. J., and Hibling, A. J.	EDGE Education.	4th	9781432701116
1	BUSINESS COMMUNICATION I	BCU100/ BCUD152	Business Communication Putting Theory into Practice	Burse, M., Massey, A., Anderson, W., Ellis, N., Lavender, M., Petersen, C., Roycroft, S., Van der Westhuizen, M., Kafaar, R., Vermeulen, A. and Ward, B.	Cape Town EDGE Education.	2nd	9781432704407
1	INTRODUCTION TO BUSINESS ADMINISTRATION	BUS152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	END USER COMPUTING	EUC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ECONOMICS FOR MANAGERS I	MEC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	PROJECT MANAGEMENT PLANNING	PMP262	Process groups A practice guide. 1st	Project Management Institute	Project Management Institute	N/A	Online

PUBLIC SECTOR MANAGEMENT YEAR 1

SEMESTER	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
1	ACCOUNTING FOR MANAGERS I	ACND152	Fundamentals of Bookkeeping and Financial Accounting.	Maritz, C. J., and Hibling, A. J.	EDGE Education.	4th	9781432701116
1	BUSINESS COMMUNICATION I	BCU100/ BCUD152	Business Communication Putting Theory into Practice	Burse, M., Massey, A., Anderson, W., Ellis, N., Lavender, M., Petersen, C., Roycroft, S., Van der Westhuizen, M., Kafaar, R., Vermeulen, A. and Ward, B.	Cape Town EDGE Education.	2nd	9781432704407
1	INTRODUCTION TO BUSINESS ADMINISTRATION	BUS152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	END USER COMPUTING	EUC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	INTRODUCTION TO BUSINESS MANAGEMENT	MAN152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	ECONOMICS FOR MANAGERS I	MEC152	No Prescribed Study Material - Refer to Study guide for required reading	N/A	N/A	N/A	N/A
1	PUBLIC SECTOR MANAGEMENT	PSA162	TBC	TBC	TBC	TBC	TBC



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