

ADVANCED DIPLOMA IN MANAGEMENT

PRESCRIBED TEXTBOOKS

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2024

SCHOOL OF ADMINISTRATION & MANAGEMENT

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YEAR	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
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	Disaster Risk Reduction IV	DRR400	At risk: Natural hazards, people's vulnerability, and disasters	Wisner, B., Blaikie, P., Cannon, T & Davis, I.	Jonathan Ball	2nd	9780415252164
	Financial Management IV	FMA400	Principles of managerial finance, global and Southern African perspectives	Zutter, C.J., Smartk, S.B., Beaumont Smith, M., Fanta, A., Hall, J., Louw, E., Makina, D., Makoni, P., Ngwenya, S. and Strydom, B.	Pearson UK		9781485709190
	Human Resource Management IV	HRM400	Human Resources Management in the New World of Work - meeting the challenges of Industry 4.0	Kokt, D	Van Schaik	2020	9780627038099
	Health And Safety Management IV	HSM400	Safety handbook. Occupational health and safety for the South African industry and all other workplaces	Kadiri, S.A. and Niesing, D.	Safe1st	2nd	9780620510523
	Advanced Labour Relations IV	LBR400	South African employment relations: theory and practice	Nel,PSandKirsten,M	Van Schaik	9th	9780627037467
	Leadership IV	LDR400	Leadership in the African context	Van Zyl, E., Pietersen, E., Dalglish, C., Du Plessis, M., Lues, L..	Juta	3rd	9781485132325
	Advanced Labour Law IV	LLA400	Law @work	Van Niekerk, A. & Smit, N.	Lexis Nexis	5th	9781776177080
	Law Of Contract	LOC262	The Law of Contract in South Africa	Hutchison D & Pretorius C	Oxford University Press	4th	9780190746940
	Management Practice IV	MAN400	Strategic Management. Southern African Concepts and Cases	Ehlers, T & Lazenby, K.	Van Schaik	5th	9780627040092
	Organisational Behaviour IV	OBR400	Organisational Behaviour	Moerdyk, A.	Oxford University Press	2nd	9780190743437
	Public Sector Financial Management IV	PFB400	Public financial management and its emerging architecture	Cangiano, M., Curristine, T. & Lazare, M.	Eurospan	2013	9781475531091
	Project Management IV	POM400	Successful Project Management	Gido, J., Clements, J.P., Baker,R., Harinarain, N. and Eresia-Eke,C.	Cengage	2nd	9781473780415

YEAR	MODULE	CODE	PRESCRIBED TEXTBOOK/S	AUTHOR/S	PUBLISHER	EDITION	ISBN
	Human Resource Development IV	HRD400	Managing human resource development: A strategic learning approach	Meyer, M.	Lexis Nexis	4th	9780409125689
	Human Resource Development IV	HRD400	Managing human resource development: A strategic learning approach	Meyer M.	Lexis Nexis	5th	9780409125689



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