



# Readings List

## Bachelor of Business

Canterbury Institute of Management (CIM)  
63 Oxford Street, DARLINGHURST NSW 2010 | 21 Regent Street, REDFERN NSW 2016  
841 George Street HAYMARKET NSW 2000 | 399 Lonsdale Street, MELBOURNE VIC 3000  
2 Printers Place, DARWIN CITY NT 0800  
T: + 61 2 8007 5846 | W: [www.ciom.edu.au](http://www.ciom.edu.au)

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Canterbury Institute of Management (CIM)

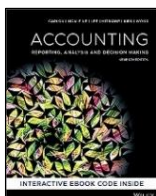
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# 100-LEVEL COURSES

## ACCT101 Foundations of Accounting

### PRESCRIBED TEXTBOOK

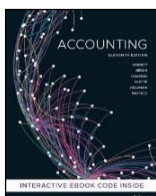


Carlon, S., McAlpine, R., Lee, C., Mitrione, L., Kirk, N., & Wong, L. (2021). *Accounting: Reporting analysis and decision making* (7th ed.). Wiley.

657CAR

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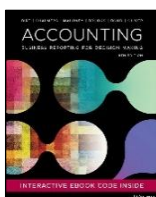
### RECOMMENDED READINGS



Hoggett, J., Medlin, J., Chalmers, K., Beattie, C., Hellmann, A., & Maxfield, J. (2020). *Accounting* (11th ed.). Wiley.

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Birt, J., Chalmers, K., Maloney, M., Brooks, A., Bond, D., & Oliver, J. (2022). *Accounting: Business reporting for decision making* (8th ed.). John Wiley & Sons Limited.

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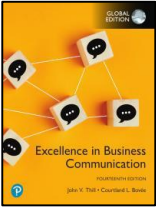
Guilding, C., & Mingjie Ji, K. (2022). *Accounting essentials for hospitality managers* (4th ed.). Routledge.

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# BUSCI01 Communication in Business

## PRESCRIBED TEXTBOOK

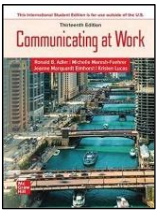


Thill, J. V., & Bovée, C. L. (2023). *Excellence in business communication* (14th ed.). Pearson.

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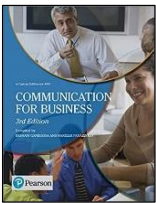
## RECOMMENDED READINGS



Adler, R. B., & Elmhorst, J. M. (2023). *Communicating at work* (13th ed.). McGraw Hill.

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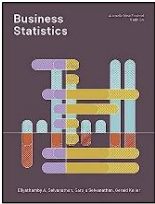
Ganegoda, D., & Panazzolo, N. (2018). *Communication for business* (3rd ed.). Pearson Learning Solutions.

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# BUSS101 Business Statistics

## PRESCRIBED TEXTBOOK

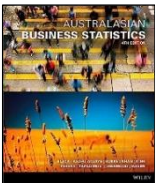


Selvanathan, A., Selvanathan, S., & Kellor, G. (2021). *Business statistics: Australia New Zealand* (8th ed.). Cengage Australia.

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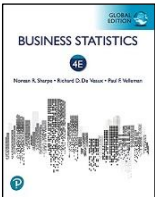
## RECOMMENDED READINGS



Black, K., Asafu-Adjaye, J., Burke, P., Khan, N., King, G., Perera, N., Papadimos, A., Sherwood, C., & Wasimi, S. (2016). *Australasian business statistics* (4th ed.). Wiley Australia.

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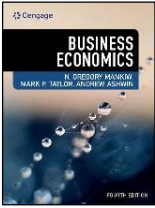
Sharpe, N., De Veaux, R., & Velleman, P. (2021). *Business statistics* (4th ed.). Pearson.

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# ECON101 Business Economics

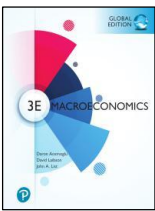
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Mankiw, G. N., Taylor, M. P., & Ashwin, A. (2024). *Business economics* (4th ed.). Cengage Learning Australia.

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Acemoglu, D., Laibson, D., & List, J. (2021). *Macroeconomics* (3rd ed). Pearson.

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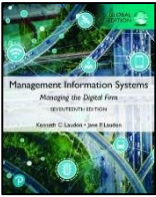
Parkin, M., & Bade, R. (2020). *Microeconomics: Australia in the global environment* (2nd ed.). Pearson.

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# ITISI01 IT and Business Processes

## PRESCRIBED TEXTBOOK

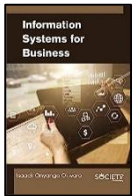


Laudon, K., & Laudon, P. (2021). *Management information systems: Managing the digital firm* (17th ed.). Pearson.

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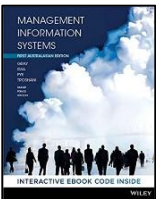
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Okwaro, I. O. (2019). *Information systems for business*. Society Publishing.

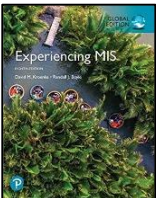
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Gray, H., Issa, T., Pye, G., Troshani, I., Rainer, R. K., Prince, B., & Watson, H. J. (2014). *Management information systems* (1st Australasian ed.). Wiley.

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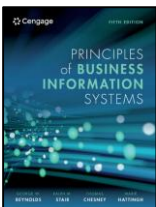
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Kroenke, D., & Boyle, R. (2019). *Experiencing MIS* (8th ed.). Pearson.

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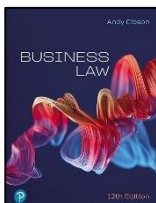


Reynolds, G., Stair, R. M., Chesney, T., & Hattingh, M. (2024). *Principles of business information systems* (5th ed.). Cengage

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# LAWSI01 Fundamentals of Business Law

## PRESCRIBED TEXTBOOK

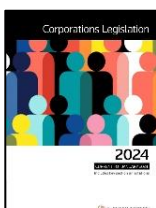


Gibson, A. (2023). *Business law* (12th ed.). Pearson.

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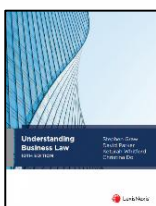
## RECOMMENDED READINGS



Harris, J., Finnane, E. T., Pieniazek, A., Petch, K., & Abadee, K. (2024). *Corporations legislation 2024*. Thomson Reuters.

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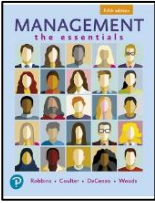
Graw, S., Parker, D., Whitford, K., Under & Do, C. (2023). *Understanding business law* (10th ed.). LexisNexis Australia.

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# MGMT101 Management

## PRESCRIBED TEXTBOOK

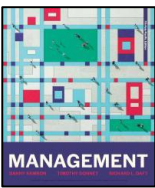


Robbins, S., Coulter, M., De Cenzo, D., & Woods, M. (2021). *Management: The essentials* (5th ed.). Pearson.

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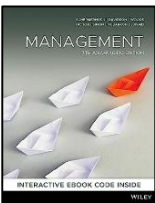
## RECOMMENDED READINGS



Samson, D., Daft, R. L., & Donnet, T. (2020). *Management* (7th Asia Pacific ed.). Cengage Australia.

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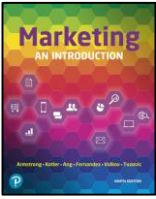
Schermerhorn, J. R. Jr., Davidson, P., Woods, P., Factor, A., Junaid, F., & McBarron, E. (2020). *Management* (7th Asia Pacific ed.). Wiley.

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# MKTG101 Marketing

## PRESCRIBED TEXTBOOK

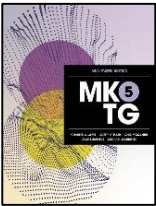


Armstrong, G., Kotler, P., Ang, S. H., Fernandez, K. V., & Tuzovic, S. (2023). *Marketing: An introduction* (9th ed.). Pearson.

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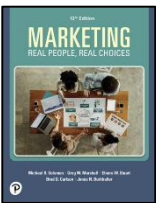
## RECOMMENDED READINGS



Lamb, C. W., Hair, J. F., McDaniel, C., Summers, J., & Gardiner, M. (2022). *MKTG5* (5th ed.). Cengage Australia.

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Solomon, M. R., Marshall, G. W., Stuart, E., Carlson, B. D., & Burkharter, J. N. (2024). *Marketing: Real people real choices* (12th ed.). Pearson.

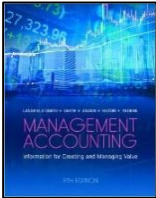
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# 200-LEVEL COURSES

## ACCT201 Management Accounting

### PRESCRIBED TEXTBOOK

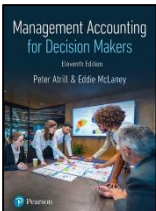


Langfield-Smith, K., Smith, D., Andon, P., Hilton, R. W., & Thorne, H. (2021). *Management accounting: Information for creating and managing value* (9th ed.). McGraw Hill.

658.151LAN

[eBook is available](#)

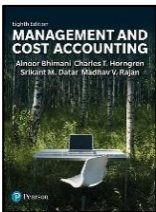
### RECOMMENDED READINGS



Atrill, P., & McLaney, E. (2024). *Management accounting for decision makers* (11th ed.). Pearson.

658.151ATR

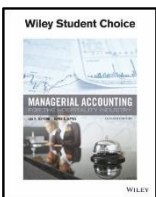
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Bhamani, A., Datar, S., Horngren, C., & Rajan, M. (2023). *Management and cost accounting* (8th ed.). Pearson.

658.151BHA

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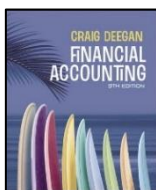
Dopson, L. R., & Hayes, D. K. (2016). *Managerial accounting for the hospitality industry* (2nd ed.). Wiley.

647.94DOP

[eBook is available](#)

# ACCT202 Financial Accounting

## PRESCRIBED TEXTBOOK

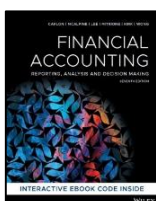


Deegan, C. (2020). *Financial accounting* (9th ed.). McGraw-Hill Education.

657.021DEE

[eBook is available](#)

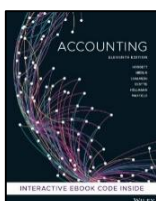
## RECOMMENDED READINGS



Carlton, S., McAlpine, R., Lee, C., Mitrione, L., Kirk, N., & Wong, L. (2021). *Financial accounting: Reporting, analysis and decision making* (7th ed.). Wiley.

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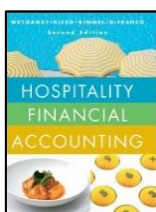
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Hoggett, J., Medlin, J., Chalmers, K., Beattie, C., Hellmann, A., & Maxfield, J. (2020). *Accounting* (11th ed.). Wiley.

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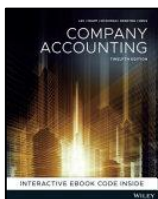
Weygandt, J. J., Kieso, D. E., Kimmel, P. D., & DeFranco, A. L. (2008). *Hospitality financial accounting* (2nd ed.). Wiley.

657WEY

[eBook is available](#)

# ACCT203 Corporate Accounting

## PRESCRIBED TEXTBOOK

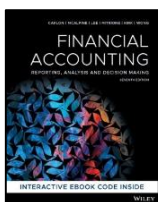


Leo, K., Knapp, J., Sweeting, J., Meng, L., & McGowan, S. (2020) *Company accounting* (12th ed.). Wiley.

657.95LEO

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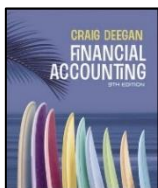
## RECOMMENDED READINGS



Carlton, S., McAlpine, R., Lee, C., Mitrione, L., Kirk, N., & Wong, L. (2021). *Financial accounting: Reporting, analysis and decision making* (7th ed.). Wiley.

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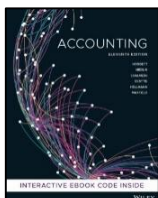
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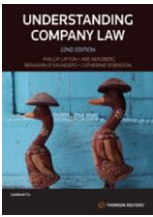
Hoggett, J., Medlin, J., Chalmers, K., Beattie, C., Hellmann, A., & Maxfield, J. (2020). *Accounting* (11th ed.). Wiley.

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[eBook is available](#)

# BUSE201 Corporate Governance and Business Ethics

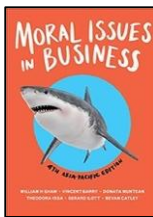
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Lipton, P., Herzberg, A., Saunders, B. B., & Robinson, C. (2023). *Understanding company law* (22nd ed.). Lawbook Co.

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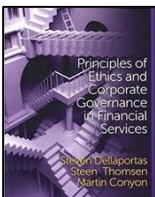


Shaw, W. H., Barry, V., Muntean, D., Issa, T., Illott, G., & Catley, B. (2020). *Moral issues in business* (4th ed.). Cengage.

174.4SHA

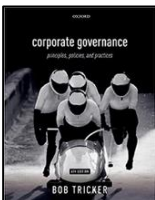
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Dellaportas, S., Thomsen, S., & Conyon, M. (2012). *Principles of ethics and corporate governance in financial services*. McGraw Hill Education.

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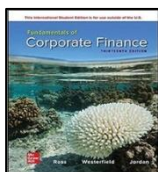


Tricker, R. I. (2019). *Corporate governance: Principles, policies and practices* (4th ed.). Oxford University Press.

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# FINC201 Fundamentals of Finance

## PRESCRIBED TEXTBOOK

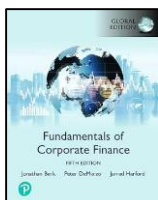


Ross, S. A., Westerfield, R. W., Dockson, R. R., & Jordan, B. D. (2024). *Fundamentals of corporate finance* (9th ed.). McGraw Hill.

658.15ROS

[Previous edition of eBook is available](#)

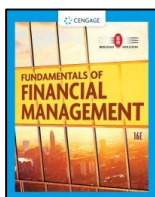
## RECOMMENDED READINGS



Berk, J., DeMarzo, P., Harford, J. (2022). *Fundamentals of corporate finance* (5th ed.). Pearson.

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Brigham, E., & Houston, J. F. (2021). *Fundamentals of financial management* (16th ed.). South West College ISE.

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Peirson, G., Brown, R., Easton, S., Howard, P., & Pinder, S. (2015). *Business finance* (12th ed.). McGraw-Hill Australia.

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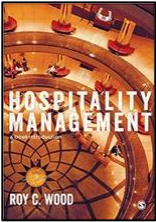
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# HOST201 Introduction to Hospitality and Tourism Management

## PRESCRIBED TEXTBOOK

NO PRESCRIBED TEXTBOOK

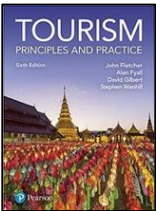
## RECOMMENDED READINGS



Wood, R. C. (2015). *Hospitality management: A brief introduction*. SAGE Publications Ltd.

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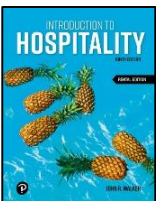
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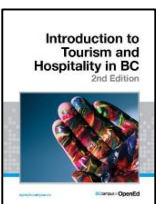
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# HOST202 Hospitality Asset and Operations Management

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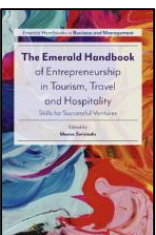
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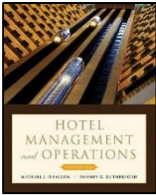
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Canterbury Institute of Management (CIM)  
63 Oxford Street, DARLINGHURST NSW 2010 | 21 Regent Street, REDFERN NSW 2016  
841 George Street HAYMARKET NSW 2000 | 399 Lonsdale Street, MELBOURNE VIC 3000  
2 Printers Place, DARWIN CITY NT 0800  
T: + 61 2 8007 5846 | W: [www.ciom.edu.au](http://www.ciom.edu.au)

# HOST203 Hotel Management

## PRESCRIBED TEXTBOOK

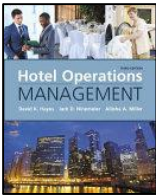


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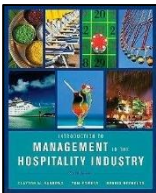
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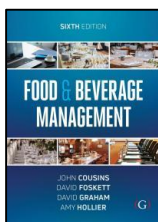
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# HOST204 Food and Beverage Management

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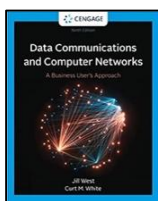
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# ISBS201 Communications and Networks

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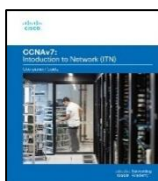


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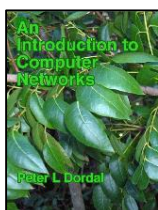
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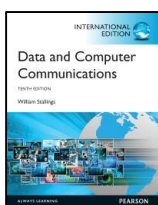
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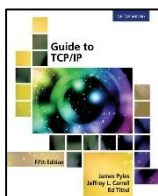
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# ISBS202 Programming Concepts

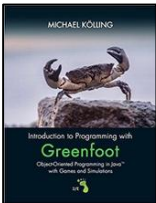
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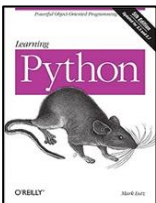
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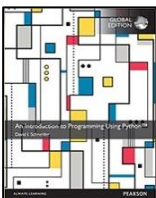
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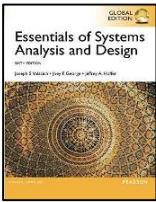


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# ISBS203 System Analysis and Design

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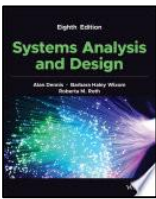


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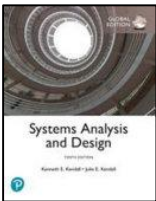
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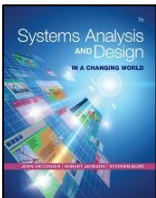
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# ISBS204 Database Management Systems

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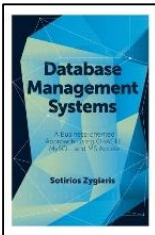


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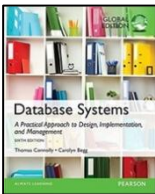
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# MGMT201 Organisational Behaviour

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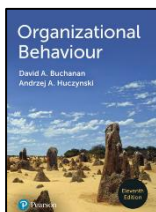


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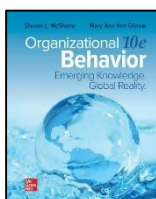
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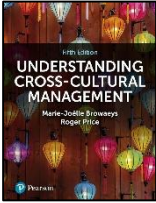
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# MGMT202 Cross-Cultural Management

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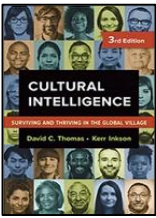


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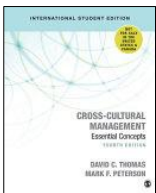
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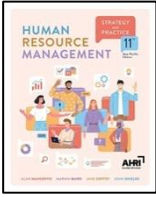


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# MGMT203 Human Resource Management

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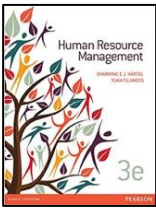


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Stone, R. J. (2014). *Managing human resources* (4th ed.). Wiley.

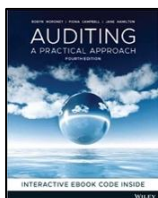
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# 300-LEVEL COURSES

## ACCT301 Auditing

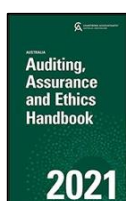
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Moroney, R., Campbell, F., & Hamilton, J. (2020). *Auditing: A practical approach* (4th ed.). Wiley.

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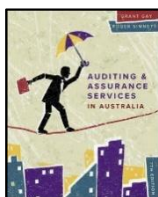
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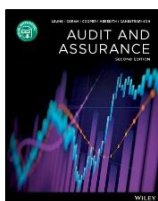
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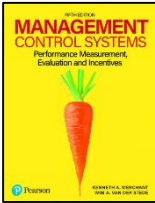
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# ACCT302 Management Control Systems

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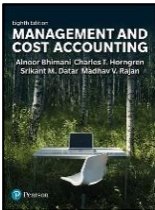


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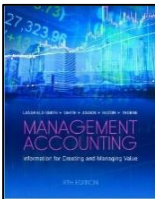
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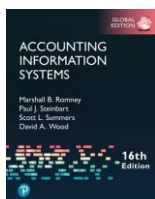
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# ACCT303 Accounting Systems

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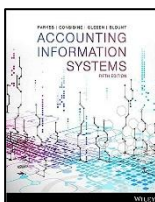


Romney, M. B., Steinbart, P. J., Summers, S. L., & Wood, D. A. (2024). *Accounting information systems* (16th ed.). Pearson.

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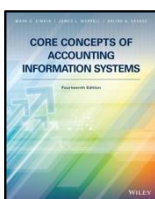
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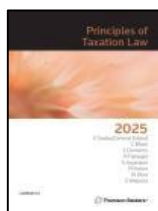
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# ACCT304 Taxation

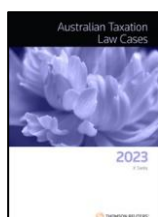
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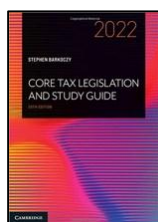


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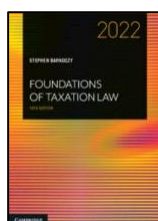
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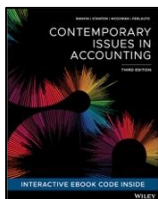


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# ACCT305 Accounting Theory and Issues

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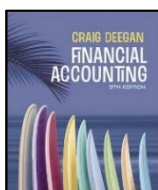


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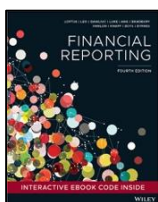
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# BUSE30I Entrepreneurship and Innovation

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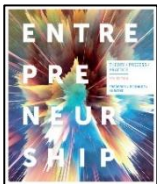


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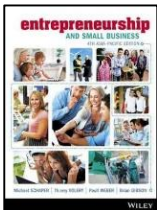
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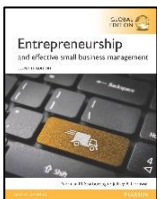
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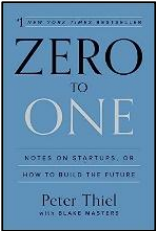


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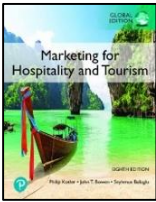


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# HOST301 Hospitality and Tourism Marketing

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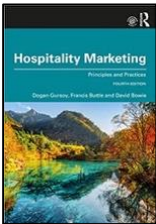


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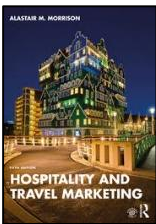
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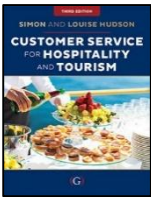
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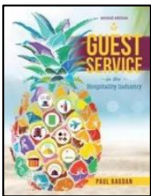
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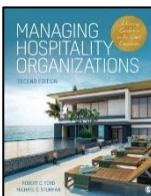
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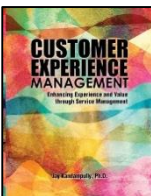
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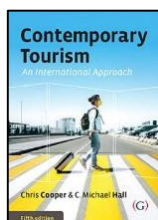
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# HOST303 Contemporary Issues in Hospitality and Tourism

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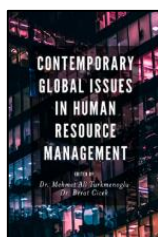
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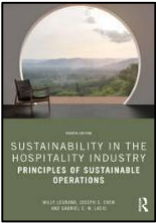
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# HOST304 Strategic Planning in Hospitality

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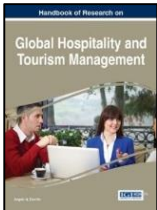


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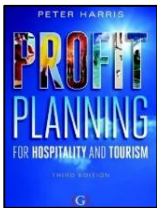
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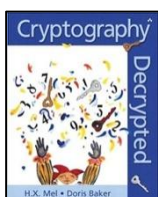


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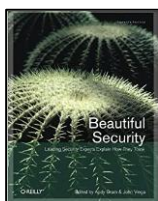
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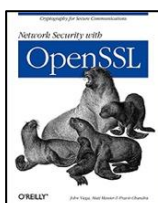
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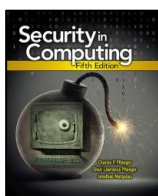
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# ISBS302 Web Technologies

## PRESCRIBED TEXTBOOK

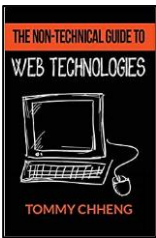


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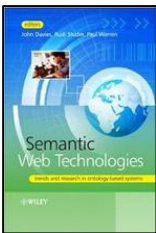
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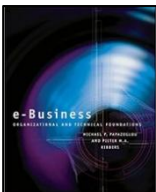
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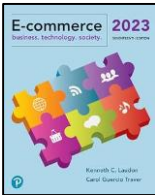
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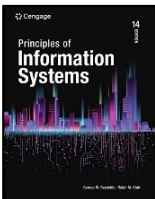
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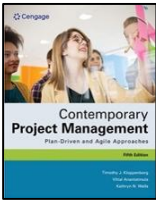
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# ISBS304 Information Systems Project

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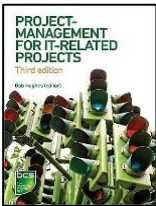


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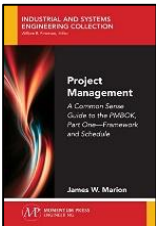
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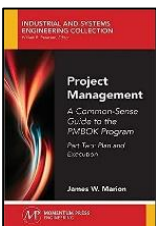
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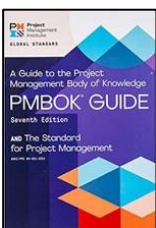
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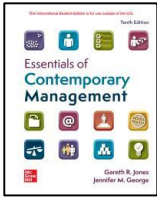
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# MGMT301 Contemporary Issues in Management

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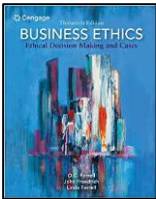


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# MGMT302 Strategic Management

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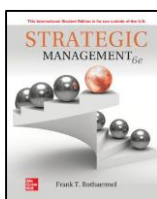


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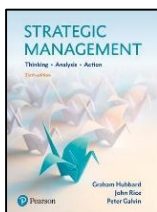
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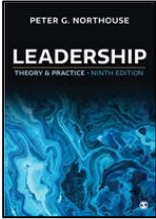
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# MGMT303 Leadership and Change Management

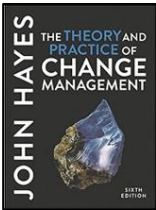
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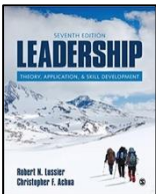
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