

Prescribed Booklist Semester Two 2020 Higher Certificate in Export Management

CODE	MODULE	PRESCRIBED TEXT	AUTHORS	PUBLISHER	EDITION	YEAR
AL101	Academic Literacy	Academic Literacy ISBN:9781485130055 eISBN:978148510062	Beekman, L., Dube, C., Underhill, J. & Potgieter, H.	Juta	3rd	2019
BET101C	Basics of Export Trade	Study Guide				
FBN101C	Fundamentals of Business Numeracy	Study Guide				
FBC101C	Fundamentals of Business Communication	Effective Business Communication in Organisations ISBN:9780702197826	Fielding, M. & Du Plooy-Cilliers, F.	Juta	4th	2014
FEA101C	Fundamentals of Export Administration	Study Guide				
FMAR101C	Fundamentals of Marketing	Marketing: An Introduction ISBN:9781485130352	Cant, M. (Ed)	Juta	3rd	2020
FPRM101C	Fundamentals of Project Management	A Guide to Project Management ISBN:9781485117087 (pack)	van der Waldt, G. & Fox, W.	Juta	2nd	2015
FSM101C	Fundamentals of Sales Management	Personal Selling ISBN:9781485129264	Van Heerden, C.H. & Drotsky, A.	Juta	4th	2018
FSCM101C	Fundamentals of Supply Chain Management	Supply Chain Management Demystified ISBN:9780071805124 and MHID:007805125	McKeller, John M.	McGrawHill Education	1st	2014

Students are advised not to purchase textbooks more than one semester in advance as the textbooks and editions are subject to change.