



## **Additions to the AIM Library May & June 2008**

Wake me up when the data is over [CD] : how organizations use stories to drive results / by Lori L. Silverman. – New York : Gildan Media, 2008.

**CD COM C687**

### **ACCOUNTING**

Accounting for business : a non-accountant's guide / by Ray Jopling... [et al.]. - Sydney, N.S.W. : McGraw Hill, 2007.

**657 JOP**

### **ASSOCIATIONS, INSTITUTIONS, ETC.--AUSTRALIA--DIRECTORIES**

Directory of Australia Associations / Crown Content (Firm). - 62<sup>nd</sup> ed. - North Melbourne, Vic. : Crown Content, 2008

**REF 068. 094 DIR**

### **BILLIONAIRES--BIOGRAPHY**

Outsider's edge [CD] : the making of self-made billionaires / by Brent Taylor. - Melbourne : Bolinda audio books, 2008.

**CD BIO C692**

### **BIOGRAPHY--DICTIONARIES**

Who's who in Victoria / Crown Content (Firm). - 1st ed. – Melbourne : Crown Content, 2008.

**REF 920. 094 WHO**

### **BRANDING (MARKETING)**

Buying in : the secret dialogue between what we buy and who we are / by Rob Walker. - New York : Random House, 2008.

**658. 827 WAL**

### **BSTAN-DZIN-RGYA-MTSHO DALAI LAMA XIV, 1935-**

Dalai Lama [CD] : man, monk, mystic / by Mayank Chhaya. – Melbourne : Bolinda audio books, 2007.

**CD BIO C691**

### **BUSINESS ETHICS**

High performance with high integrity / by Benjamin W. Heineman. - Boston : Harvard Business School Press, 2008.

**174. 4 HEI**

### **BUSINESS MEETINGS**

Quick meeting openers for busy managers : more than 50 icebreakers, energizers, and other creative activities that get results / by Brian Cole Miller. - New York : AMACOM, 2008.

**371. 307 8 MIL**

### **BUSINESSMEN--UNITED STATES**

Good guys and bad guys : behind the scenes with the saints and scoundrels of American business (and everything in between) / by Joseph Nocera. - New York : Portfolio, 2008.

**338. 092 273 NOC**

### **BUSINESSWOMEN**

Why women mean business : understanding the emergence of our next economic revolution / by Avivah Wittenberg-Cox, Alison Maitland. - Chichester, England : John Wiley, 2008.

**331. 4 COX**

### **CHANGE MANAGEMENT**

Change management : a guide to effective implementation / by Robert A. Paton, James McCalman. - 3rd. - London : SAGE Publications Ltd, 2008.

**658. 406 PAT**

### **COMPETITION, INTERNATIONAL--STATISTICS--PERIODICALS**

IMD world competitiveness yearbook : 2008 / IMD International (Institute). - Lausanne, Switzerland : IMD, 2004.

**R337. 05 IMD**

### **COMPUTER-ASSISTED INSTRUCTION--HANDBOOKS, MANUALS, ETC.**

The e-learning handbook : past promises, present challenges / by Saul Carliner, Patti Shank. - San Francisco : Jossey-Bass/A Wiley Imprint, 2008.

**658. 312 4 CAR**

### **CONSULTING FIRMS--MANAGEMENT**

The business of consulting : the basics and beyond / by Elaine Biech. - 2nd ed. - San Francisco : Pfeiffer, 2007.

**658. 46 BIE**

### **CORPORATE IMAGE**

Marketing aesthetics : the strategic management of brands, identity, and image / by Bernd Schmitt, Alex Simonson. - New York : Free Press, 1997.

**658. 802 SCH**

### **CREATIVE ABILITY**

Riddle [CD] : where ideas come from and how to have better ones / by Andrew Razeghi. - Grand Haven, MI. : BrillianceAudio, 2007.

**CD MAN C689**

### **CREATIVE ABILITY IN BUSINESS**

Managing creative people : how to avoid the curse of the brainstorm / by Gordon Torr. - Hoboken : Wiley, 2008.

**658. 314 TOR ISBN**

### **CUSTOMER RELATIONS--MANAGEMENT**

Managing customers for profit : strategies to increase profits and build loyalty. / by V. Kumar. - Upper Saddle River, NJ : Wharton School Publishing, 2008.

**658. 812 KUM**

### **CUSTOMER SERVICES**

How you do-- what you do : create service excellence that wins clients for life / by Bob Livingston. - New York : McGraw-Hill, 2008.

**658. 812 LIV**

### **ECONOMICS--PSYCHOLOGICAL ASPECTS**

Logic of life [CD] : the rational economics of an irrational world / by Tim Harford. - New York : Random House Audiobooks, 2008.

**CD FIN C684**

### **ELECTRONIC COMMERCE--CASE STUDIES**

50 great e-businesses and the minds behind them [CD] / by Emily Ross, Angus Holland. - Melbourne : Bolinda audio books, 2008.

**CD SMA C690**

### **EMPLOYEES TRAINING OF**

The Trainer's Warehouse book of games : fun and energizing ways to enhance learning / by Elaine Biech, Trainer's Warehouse. - San Francisco : Jossey-Bass, 2008.

**371. 307 8 BIE**

### **EMPLOYEES--DISMISSAL OF**

I'm going to have to let you go : managing the behaviour of people in the workplace / by Andrew Vidler. - Glenwood, N.S.W. : AV Management, 2007.

**658. 313 VID**

### **EMPLOYEES--RATING OF**

Ready-to-use performance appraisals : downloadable, customizable tools for better, faster reviews! / by William S. Swan. - Hoboken, N.J. : Wiley, 2008

**658. 312 5 SWA**

### **EXECUTIVE ABILITY**

The emotionally intelligent manager : how to develop and use the four key emotional skills of leadership / by David Caruso, Peter Salovey. - San Francisco : Jossey-Bass, 2004

**152. 4 CAR**

### **EXECUTIVE COACHING**

The business coach [CD] : a parable of small business breakthrough! / by Bradley J. Sugars. - Burlington, NC : McGraw-Hill Audio, 2008.

**CD SMA C696**

### **EXECUTIVES, TRAINING OF**

Work-based learning : bridging knowledge and action in the workplace / by Joseph A. Raelin. - New and rev. ed. - San Francisco : Jossey-Bass, 2008.

**658. 407 124 RAE**

## **FINANCE**

Ending the management illusion : how to drive business results using the principles of behavioral finance / by Hersh Shefrin. – New York : McGraw-Hill, 2008.

**658. 15 SHE**

## **FINANCIAL MANAGEMENT**

Finance for non-financial managers / by Roger Mason. - London : Hodder Arnold, 2007.

**658. 15 MAS**

## **GLOBAL WARMING**

Great global warming swindle [DVD] / by Martin Durkin... [et al.]. - Mansfield, QLD : MRA Entertainment, 2007.

**D157**

## **GLOBALIZATION--ECONOMIC ASPECTS--INDIA**

India arriving : how this economic powerhouse is redefining global business / by Rafiq Dossani. - New York : AMACOM, 2008.

**382. 1 095 4 DOS**

## **HIGH TECHNOLOGY INDUSTRIES--CHINA**

Silicon dragon : how China is winning the tech race / by Rebecca A. Fannin. - Maidenhead : McGraw-Hill Professional, 2008.

**382 .1 095 1 FAN**

## **HUMAN CAPITAL--MANAGEMENT**

Talent : making people your competitive advantage / by Edward E. Lawler. - San Fransisco : Jossey Bass, 2008.

**658. 3 LAW**

## **INDUSTRIAL MANAGEMENT**

Competitive strategy : techniques for analyzing industries and competitors / by Michael E. Porter. - New York : Free Press, 1980.

**658. 401 2 POR**

## **INNOVATION**

The new age of innovation : driving co-created value through global networks / by C. K. Prahalad, M. S. Krishnan. - New York : McGraw-Hill, 2008.

**658. 406 3 PRA**

## **INTERNATIONAL BUSINESS ENTERPRISES--ARAB COUNTRIES**

Dubai & Co. : global strategies for doing business in the Gulf states / by Aamir A. Rehman. - New York : McGraw-Hill, 2008.

**382. 109 535 7 REH**

## **KNOWLEDGE MANAGEMENT**

Managing information and knowledge in organizations : a literacy approach / by Alistair Mutch.-. New York : Routledge, 2008.

**658. 403 8 MUT**

## **LEADERSHIP**

Leaders at all levels : deepening your talent pool to solve the succession crisis / by Ram Charan. - San Francisco : Jossey-Bass, 2008.

**658. 409 2 CHA**

Measure of a leader : the legendary leadership formula for producing exceptional performers and outstanding results / by Aubrey C. Daniels, James E. Daniels. - New York : McGraw-Hill, 2007.

**658. 409 2 DAN**

Leadership the hard way : why leadership can't be taught and how you can learn it anyway / by Dov Frohman, Robert Howard. - San Francisco : Jossey-Bass, 2008.

**658. 409 2 FRO**

Crucibles of leadership : how to learn from experience to become a great leader / by Robert J. Thomas. - Boston : Harvard Business School Press, 2008.

**658. 409 2 THO**

## **LEADERSHIP--PSYCHOLOGICAL ASPECTS**

Harvard business review on the persuasive leader. - Boston : Harvard Business School Press, 2008.

**658. 409 2 HAR**

Becoming a resonant leader : develop your emotional intelligence, renew your relationships, sustain your effectiveness / by Annie McKee... [et al.]. - Boston : Harvard Business School Press, 2008.

**658. 409 2 MCK**

## **MANAGEMENT**

Management challenges for the 21st century / by Peter F. Drucker - Oxford : Butterworth-Heinemann, 1999.

**658. 406 DRU**

## **MANAGEMENT INFORMATION SYSTEMS**

Information management for the intelligent organization : the art of scanning the environment / by Chun Wei Choo. - 3rd ed. - Medford, NJ : Information Today, 2002.

**658. 403 8 CHO**

## **MANAGEMENT STYLES**

Management styles [DVD] : paternalistic and collaborative / Training Point. - Bendigo, Vic. : Training Point, 2008.

**D158**

Management styles [DVD] : authoritarian and delegative / Training Point. - Bendigo, Vic. : Training Point.net, 2008.

**D156**

### **MARKETING--MANAGEMENT**

Marketing management / by Philip Kotler, Kevin Lane Keller. - 12 ed. - Upper Saddle River, NJ : Prentice Hall, 2006.

**658. 8 KOT**

### **MASSACHUSETTS INSTITUTE OF TECHNOLOGY--STUDENTS--BIOGRAPHY**

21 [CD] : bringing down the house : the inside story of six M.I.T. students who took Vegas for millions / by Ben Mezrich. - New York : Simon & Schuster Audio, 2008.

**CD BIO C683**

### **MICROSOFT CORPORATION--MANAGEMENT**

Microsoft 2.0 : how Microsoft plans to stay relevant in the post-Gates era / by Mary Jo Foley. - Indianapolis, IN : Wiley Technology Publishing, 2008.

**658. 406 3 FOL**

### **MOTIVATION (PSYCHOLOGY)**

Success through a positive mental attitude[CD] / by Napoleon Hill , W. Clement Stone. - New York : Simon & Schuster Audio, 2008.

**CD PD-S C686**

### **NEW BUSINESS ENTERPRISES**

The one minute entrepreneur [CD] : the secret to creating and sustaining a successful business / by Kenneth H. Blanchard... [et al.]. - New York : Random House Audiobooks, 2008.

**CD SMA C695**

### **NEW PRODUCTS**

Something really new : three simple steps to creating truly innovative products / by Denis J. Hauptly. - New York : AMACOM, 2008.

**658. 575 HAU**

### **OLDER PEOPLE--EMPLOYMENT**

Generation blend : managing across the technology age gap / by Rob Salkowitz. - Hoboken, N.J. : Wiley, 2008.

**658. 300 84 SAL**

### **OLDER PEOPLE--EMPLOYMENT--UNITED STATES**

Working longer : new strategies for managing, training, and retaining older employees / by William J. Rothwell. - New York : AMACOM, 2008.

**658. 301 ROT**

### **ONLINE SOCIAL NETWORKS--ECONOMIC ASPECTS**

Groundswell : winning in a world transformed by social technologies / by Charlene Li, Josh Bernoff. - Boston : Harvard Business School Press, 2008.

**303. 483 3 LI**

### **ORGANIZATIONAL BEHAVIOR**

Essentials of organisational behaviour / by Laurie J. Mullins. - 2<sup>nd</sup> ed. - New York : Financial Times Prentice Hall, 2008.

**658 MUL**

### **ORGANIZATIONAL CHANGE**

Toolkit for organizational change / by T. F. Cawsey, Gene Deszca. - Los Angeles : SAGE, 2007.

**658. 406 CAW**

Organizational change for corporate sustainability : a guide for leaders and change agents of the future / by Dexter C. Dunphy... [et al.]. - 2nd ed. - London : Routledge, 2007.

**658. 406 DUN**

The toolbox for change : a practical approach / by Bill Synnot, Rosie Fitzgerald. - Brisbane : Danjugah, 2007.

**658. 406 SYN**

### **PERSONNEL MANAGEMENT**

100 things you need to know : best people practices for managers & HR / by Robert W. Eichinger... [et al.]. - Minneapolis, MN : Lominger Ltd., 2004.

**658. 3 LOM**

### **PROJECT MANAGEMENT**

Managing projects, managing people / by David William Parker, Michael A. Criag. - South Yarra, Vic. : Macmillan Education Australia, 2008.

**658. 404 PAR**

### **SALES FORCE MANAGEMENT**

Coaching salespeople into sales champions : a tactical playbook for managers and executives / by Keith Rosen. - Hoboken, N.J. : Wiley, 2008.

**658. 81 ROS**

### **SALES MANAGEMENT**

What the customer wants you to know : how everybody needs to think differently about sales / by Ram Charan. - New York, NY : Penguin, 2007.

**658. 85 CHA**

### **SELF-ACTUALIZATION (PSYCHOLOGY)**

You can heal your life [DVD] : the movie / by Louise L. Hay. - Carlsbad, CA : Hay House, 2007.

**D155**

### **SELF-MANAGEMENT (PSYCHOLOGY)**

It's your life - what are you going to do with it? : coach yourself : make real changes in your life / by Anthony Grant, Jane Greene. - London : Pearson Education, 2004.

**158.1 GRA**

### **SMALL BUSINESS**

Your business success [DVD] / Channel 9. - Richmond, Vic. : Channel 9, 2008.

**D161**

### **SOCIAL NETWORKS**

The connect effect : building strong personal, professional, and virtual networks / by Mike, Dulworth, American Society for Training and Development. - San Francisco : Berrett-Koehler Publishers, 2008.

**658 .45 DUL**

### **SOCIAL RESPONSIBILITY OF BUSINESS**

Creating a world without poverty [CD] : how social business can transform our lives / by Muhammad Yunus, Karl Weber. - Ashland, OR. : Blackstone Audiobooks, 2008.

**CD MIS C685**

### **SOCIAL RESPONSIBILITY OF BUSINESS--ECONOMIC ASPECTS**

When principles pay : corporate social responsibility and the bottom line / by Geoffrey Heal. - New York : Columbia Business School Publishing, 2008.

**658. 408 HEA**

### **SOUTHWEST AIRLINES CO. MANAGEMENT**

Do the right thing : how dedicated employees create loyal customers and large profits / by James F Parker. - Upper Saddle River, NJ : Wharton School Publishing, 2008.

**658. 812 PAR**

### **SPIRITUAL LIFE**

A new earth : awakening to your life's purpose / by Eckhart Tolle-. - New York : Plume, 2005.

**204. 4 TOL**

### **SPIRITUAL LIFE--STUDY AND TEACHING**

The art of presence [CD]. - Boulder, CO : Sounds True, 2007.

**CD PD-S C693**

### **STRATEGIC PLANNING**

60 minute strategic plan : 2 stages, 12 steps, 300 words—planning and problem solving for the real world / by John E. Johnson, Anne Marie Smith. - Gold River, CA : 60 Minute Strategic Plan.

**658. 401 2 JOH**

Flip [CD] : how to turn everything you know on its head – and succeed beyond your wildest imaginings / by Peter Sheahan. – New York : Tantor Media, 2008.

**CD MAN C694**

### **SYSTEM ANALYSIS**

Mastering the requirements process / by Suzanne Robertson, James Robertson. - 2nd ed. - Upper Saddle River, NJ : Addison-Wesley, 2006.

**005. 1 ROB**

### **TRAINING**

Training design & delivery : a guide for every trainer, training manager, and occasional trainer / by Geri McArdle. - 2nd ed. - Alexandria, VA : ASTD, 2007.

**658. 312 404 MCA**

### **TRUMP, DONALD,-1946-**

Trump never give up : how I turned my biggest challenges into success / by Donald Trump-, Meredith McIver. - Hoboken, N.J. : Wiley, 2008.

**650. 1 TRU**

### **WELCH, JACK, 1935-**

Jacked up : the inside story of how Jack Welch talked GE into becoming the world's greatest company / by Bill Lane - New York : McGraw-Hill, 2008.

**658. 452 WEL**

Jack Welch speaks : wit and wisdom from the world's greatest business leader / by Jack Welch, Janet Lowe. - Rev. and Updated. - Hoboken, N.J. : Wiley, 2008.

**658. 452 LAN**

**WOMEN--AUSTRALIA--BIOGRAPHY--DICTIONARIES**

Who's who of Australian women (2007 - 2008) / Crown Content (Firm). - North Melbourne, Vic.  
: Crown Content, 2008.

**R920.049 WHO**