

Mba Vest Pocket Guide

The Vault MBA Career Bible .2005 Now in one affordable guide, Vault provides an annual up-to-date overview of major MBA career paths and hiring trends for major industries for MBAs in 2006. Industries covered include biotech/pharmaceuticals, investment management, real estate, tech consulting, hedge funds, sales & trading, venture capital, and more.

MBA in a Book Joel Kurtzman, Glenn Rifkin, Victoria Griffith.2008-09-30 Practical ideas from the best brains in Business A sharp, jargon-free guide to the core curriculum of an MBA program, *MBA in a Book* shows how to master the big ideas of business and use them in a practical way to build and enhance career success. "In the world of business, ideas matter. . . . Some of the sharpest minds in the business world give perceptive looks into innovation, marketing, finance, strategy, and leadership, providing stimulating, useful perspectives on these core topics." —Larry Bossidy, retired chairman and CEO of Honeywell International and coauthor of *Execution: The Discipline of Getting Things Done* Great business thinkers such as Michael Porter, Rosabeth Kanter, and Bill George of Harvard Business School; Paul Argenti of the Tuck School at Dartmouth; Jeffrey Sonnenfeld of Yale; Peter Senge of MIT; the entrepreneur and inventor Dean Kamen; and the financial innovator Michael Milken are just a few of the best brains in business, providing the intellectual nourishment that will help you play the game of business at the highest level.

The New York Times Pocket MBA Series Tom Redburn.1999-10 Each of six main topics in a Master of Business Administration course of study is distilled in these easy-reference, pocket volumes.

Offering a concise overview of an MBA program for business people at all levels; each volume presents its topic in a format that identifies 25 Keys to a specific area of business expertise. How to Get Into the Top MBA Programs, 5th Edition Richard Montauk.2010-08-03 Surefire Strategies for Getting Into the Top MBA Programs Now with new and expanded information on international MBA programs, comprehensive rankings of the leading schools, and new interviews with admissions officers, How to Get Into the Top MBA Programs provides a complete overview of what the top schools look for. This book features a step-by-step guide to the entire application process with in-depth advice from more than thirty admissions directors. It shows you how to: ? Develop your optimal marketing strategy ? Assess and upgrade your credentials ? Choose the programs that are right for you ? Write quality essays for maximum impact ? Choose and manage your recommenders ? Ace your interviews Prepare for business school and get the most out of your program once you go.

The Best Book On Top Ten MBA Admissions Top MBA Students.2012-03-02 Everyone's got an opinion on applying to bschool. A Google search returns 400 THOUSAND results for how to get into hbs. Most of them are free blogs and forums. You've probably come across dozens of admissions experts who charge \$500/hour to help you craft that perfect story and fine tune those all-important essays. Why spend all that time reading amateur bloggers who don't know what they're talking about and worse, provide misleading advice? Why pay \$1000s to people who may have gotten into a good school, but only represent one experience? That's why we created The Best Book. We wanted to provide the definitive insider's guide to bschool admissions. We found 9 students from the best bschools including: * HBS * GSB * Wharton * Northwestern * UChicago * A Stanford dual degree (GSB & Stanford Law) * A Harvard 2+2 In 243 PACKED pages and for only \$25 bucks, they share

exactly how they got in - from selecting the right people to write their recommendations, to brainstorming and writing their essays, to deciding on round 1 vs 2 vs 3.

The Vest-Pocket MBA Jae K. Shim, Joel G. Siegel, Allison I. Shim. 2011-12-27 This bestselling soup-to-nuts book teaches the techniques and methods used in the country's finest MBA programs. And now it's fully revised with the latest information for today's busy businesspeople. Presented in an accessible question-and-answer format, The Vest-Pocket MBA helps readers quickly pinpoint all the formulas, ratios, and rules of thumb they need to analyze and evaluate nearly any problem. Among the many topics it covers: accounting, finance, break-even analysis, investment evaluation, capital budgeting, business law, risk minimization, marketing, and international trade. The Vest-Pocket MBA offers a wealth of guidelines, illustrations, and how-to's for the modern decision-maker, from the B-school student to the senior executive.

The Complete Idiot's Guide to MBA Basics, 3rd Edition Tom Gorman. 2011-05-03 This is the time to expand your career opportunities-and the knowledge in here can be the key. This third edition compresses the most significant skills and lessons of a two year MBA into one comprehensive guide. With clear, concise information, expert Tom Gorman includes recent developments in management, economics, marketing, leadership, information technology, and communications. Whether the reader is studying to achieve an advanced degree or needs the concrete, practical skills required in the business world, this guide is the most current and comprehensive available. • Practical guide to the most significant issues facing business professionals today. • A suitable study tool for all graduate students as well as those trying to expand their skills and knowledge in their careers.

Complete MBA For Dummies Kathleen Allen, Peter Economy. 2007-12-26 Your guide to understanding the basics of an MBA Want to get an MBA? The Complete MBA For Dummies, 2nd

Edition, is the practical, plain-English guide that covers all the basics of a top-notch MBA program, helping you to navigate today's most innovative business strategies. From management to entrepreneurship to strategic planning, you'll understand the hottest trends and get the latest techniques for motivating employees, building global partnerships, managing risk, and manufacturing. This fun, easy-to-access guide is full of useful information, tips, and checklists that will help you lead, manage, or participate in any business at a high level of competence. You'll find out how to use databases to your advantage, recognize and reward your employees, analyze financial statements, and understand the challenges of strategic planning in a global business environment. You'll also learn the basic principals of accounting, get a grip on the concepts behind stocks and bonds, and find out how technology has revolutionized everything from manufacturing to marketing. Discover how to: Know and respond to your customers' needs Handle budgets and forecasts Recruit and retain top people Establish and run employee teams Use Sarbanes-Oxley to your company's advantage Negotiate with the best of them Build long-term relationships with clients Avoid common managerial mistakes Improve cash flow Market your products and services Make the most of your advertising dollar Once you know what an MBA knows, the sky's the limit. Read *The Complete MBA For Dummies*, 2nd Edition, and watch your career take off!

[The Portable MBA in Management](#) Allan R. Cohen.2002-08-12 Insights on management, leadership, and effective organizations, from the experts at the best business schools Skills and strategies for leading any organization to success . . . comprehensive, up-to-date, and better than ever When the speculative bubble burst in 2000, it exposed a weakness in many firms-too much financial engineering and too little leadership and management. I strongly recommend this book to those managers who want to learn how to run well-managed organizations capable of weathering the

inevitable turbulence brought about by intensive competition and rapid changes in markets and technology. In one book, highly regarded experts in the field of management provide you with the essential lessons you will need to succeed as a leader and manager. -Michael Beer, Cahners-Rabb Professor of Business Administration, Emeritus Harvard Business School and author of *The Critical Path to Corporate Renewal* For managers to be effective in today's complex world, they need to be learners as well as leaders. In this remarkable volume, a world-class collection of professors provides a curriculum for continuous management learning that combines leading-edge theory with practical advice. Every manager -from supervisor to CEO-should keep this book close at hand. -Ron Ashkenas, Managing Partner, Robert H. Schaffer & Associates and coauthor of *The Boundaryless Organization* and *The GE Work-Out* This latest edition of *The Portable MBA in Management* continues a tradition of some of our greatest thinkers and teachers making their work highly accessible. The book will be treasured as a valuable reference as well as a great read! -Len Schlesinger, Chief Operating Officer, The Limited, Inc. From the master teachers and scholars of management, including: David L. Bradford, Stanford University ? Anne Donnellon, Babson College ? Stephen L. Fink, University of New Hampshire ? Charles J. Fombrun, New York University ? Danna Greenberg, Babson College ? Douglas T. Hall, Boston University ? Todd D. Jick, The Center of Executive Development ? Rosabeth Moss Kanter, Harvard Business School ? Roy J. Lewicki, Ohio State University ? Leonard A. Schlesinger, Harvard Business School ? R. Roosevelt Thomas Jr., American Institute for Managing Diversity ? Peter B. Vaill, University of St. Thomas

[The Portable Mba](#) Bruner.2003-04-01

The Complete MBA For Dummies Kathleen Allen,Peter Economy.2000-03-15 If you work in a business, a nonprofit organization, or for the government, chances are you've considered getting a

Masters of Business Administration (MBA) degree. If you want to get ahead in your organization or just do a better job, obtaining an MBA is one of the best ways to do just that. But is it the degree that makes a difference, or is there something else at work here? Although that piece of paper with your name and the words “Masters of Business Administration” mean a lot, what’s even more important are the things that you learn during the course of your MBA studies. The Complete MBA for Dummies is full of useful information, tips, and checklists that you can use to lead, manage, or participate— at a high level of competence —in any business. And if you already have your MBA, you’ll find that this book is a handy refresher and reference that can be used wherever you go. Written in a fun, easy-to-access format, The Complete MBA for Dummies presents and explains the very same information that you would encounter in a typical MBA program in any high-quality business school today. Whether it’s strategic planning, management, accounting, finance, marketing, negotiation, or any other core MBA topic, you’ll find it here. For a fraction of the amount you would pay to get your MBA, this book provides you with an easily understandable road map to today’s most innovative and effective business techniques and strategies, including how to: Motivate employees and build great teams Understand financial fundamentals Create effective marketing plans Come out ahead in negotiations Examine management trends Make the Internet work for you Apply effective risk management techniques in business Business isn’t just for managers anymore. The Complete MBA for Dummies provides you with the very best ideas, concepts, and tools taught in today’s top business schools. Apply them, and you will see a noticeable difference in your everyday business dealings.

The Fast Forward MBA Pocket Reference Paul A. Argenti. 2002-10-16 The Fast Forward MBA Pocket Reference Second Edition -more comprehensive and convenient than ever! When the success

of your business hangs in the balance, you need reliable, authoritative information immediately. You need a resource that covers all the corporate bases—communications, management, economics, strategy, accounting, finance, marketing, and more. You need *The Fast Forward MBA Pocket Reference, Second Edition*. Packed with information designed to serve all your business needs, this handy, highly readable book is the ultimate companion for those moments when you need to put your finger on the right advice at the right time—now. This updated and revised Second Edition offers clear, concise coverage of the complete range of essential business topics in a handy format. You'll find all the latest cutting-edge ideas, including new developments in technology, strategy, and branding, as well as key terms, tools, and topics in short, lively entries that give you all the information you need. *The Portable MBA: The Fast Forward MBA*—the compact business companion you'll use every day! Keep up with the newest ideas in business. Brush up on the basics you can't do without. Find direct, practical answers to complicated problems.

MBA Carolina Machado, J. Paulo Davim. 2016-02-02 This book focuses on the relevant subjects in the curriculum of an MBA program. Covering many different fields within business, this book is ideal for readers who want to prepare for a Master of Business Administration degree. It provides discussions and exchanges of information on principles, strategies, models, techniques, methodologies and applications in the business area.

An MBA in a Book Xander Cansell. 2023-08-15 This book distills the most important principles of an MBA into an accessible, informative and easily-digestible guide. A concise and fascinating guide to the areas covered by a masters in Business. Fully illustrated. Handy timelines, information boxes, feature spreads and margin annotations will aid the reader in understanding terms and concepts easily and quickly. The Degree in a Book series has sold over 118,000 copies worldwide and has

been published in 10 different languages.

The Ten-Day MBA 4th Ed. Steven A. Silbiger. 2012-07-24 Steven Silbiger's international bestseller, *The Ten-Day MBA*, has already helped thousands master the skills taught at America's top-ten business schools—and at a fraction of the time and staggering cost that acquiring an MBA typically demands. This newly revised fourth edition contains the most up-to-date information available for understanding the intricacies of today's complex global business world. Distilling the material contained in most popular business courses presently offered at Harvard, Stanford, the University of Pennsylvania, the University of Chicago, Northwestern, and the University of Virginia—including leadership, corporate ethics and compliance, financial planning, real estate, and all the latest topics—this invaluable volume will teach you how to: Read and understand financial statements Draft and adopt effective and comprehensive marketing plans Comprehend accounting rules and methods Manage your relationship with your boss Develop corporate strategies Understand the present value concept Use quantitative techniques to evaluate projects Value stock, bond, and option investments Interpret the language of business law Master the most-used MBA jargon . . . and more The information, the expertise, and the confidence you need for success are all in the pages of this remarkable book—at the rate of one easy-to-follow chapter per day.

The McGraw-Hill Pocket Guide to Business Finance Joel G. Siegel, Jae K. Shim, Stephen Hartman. 1992 For the nonfinancial manager who needs instant explanations in order to solve a business finance problem, this vest-pocket reference is unrivaled. Two hundred & one of the most commonly used financial tools are defined, explained, & demonstrated in clear, concise terms. The Guide is not aimed at professionals with an especially high level of financial sophistication, yet many of the tools discussed involve decidedly high-level concepts. The authors are able to write about

complex topics which oftentimes seem murky to the uninformed reader in clear, concise, & easily understood language.

Non-MBA Pocket Guide to Management Pauline Cason.2016-10-28 This is a must-read for non-MBA trained candidates who enter management from another field or entrepreneurs seeking to build a business. It contains a condensation of years of management training and focused experience into a readable and delightful coverage of what you need to know to succeed. This pocket guide is entertaining, enlightening, and concise. It includes suggestions for dealing with thorny problems of personnel management along with tips for work relationships. The book provides an overview of change agents that have ushered in today's business environment, how they affect you as a manager, plus pointers for dealing successfully with inevitable change. This book is a quick read and one you will recommend to other managers.

How to Get Into the Top MBA Programs Richard Montauk.1997 This guide provides a detailed overview of the top MBA programs with sure-fire strategies for getting into the school of one's choice. The book tells what business schools are looking for in their students and shows how applicants can improve their chances with grades, GMAT scores, and work experience.

The Shorter MBA Barrie Pearson,NEIL. PEARSON THOMAS (BARRIE.).2021-07-29 This 3rd edition of The Shorter MBA is a unique distillation of two years of business school packaged into one easily accessible, practical book. A Masters in Business Administration course is an enormous investment in time, effort and money. Most people cannot devote two years of their life to study but the techniques that are taught on an MBA course are invaluable - and they're all included in this easily digestible book. Written by two highly successful entrepreneurs who have put their business school knowledge into practice, this book will give you a thorough understanding of everything you

need to know to transform your career. From the basics of personal development to the nuances of management skills, HR, finance, competitive marketing strategies and so much more, this book distils the theory clearly and succinctly. Use this book to transform your knowledge and use the proven strategies and techniques from leading business schools to be successful in today's highly competitive and often challenging business environment. The Shorter MBA is designed for: Busy executives who can't spare two years to study for an MBA Experienced executives who'd like a refresher course that's expert and succinct but doesn't short change them on any of the essentials Those thinking of doing an MBA in the future and wishing to get an impressive grounding in the level of skills and topics involved

The MBA Book Can Akdeniz.2014-07-03 Business is one of the great social equalizers for our global society. Commerce, business, supply and demand, entrepreneurs, corporations, and other business-related ideas have become second nature to most areas of the planet. Given the collective interest in and significance of business, people naturally want to become experts. They read newspapers, study the stock market, enroll in business school, and even design career paths so that they can become a business professional. Some people are of the opinion that true business insight and savvy can only come from formal academic institutions, while others argue that real world experience is the best teacher. There are positive and negative arguments for both of those lines of logic. This book is meant to bridge the gap between stuffy lecture halls and experience-building employment. The idea of encapsulating an entire MBA in a single book may seem overly bold or unrealistic, but by boiling down the concepts of business success and modern theory into a single book, it becomes far less intimidating for readers who want to push their career forward, regardless of where they are in the business hierarchy. This book contains everything from invaluable reminders for CEOs to inspiring

advice for first-time, start-up entrepreneurs. Becoming a powerful and successful business professional is a never-ending journey, because you will always be learning and developing your skills, adapting them to the dynamic world of modern business. This book helps to facilitate that educational process, providing the real-world examples of business skills, knowledge components, foundational qualities, and professional tools that can push you in the right direction. If you're starting a business, running a business, or looking for a job, you probably don't have much time to enroll in business school, read a dozen dry textbooks on corporate theory, or constantly stay apprised of every new development in global commerce. While this book may not answer all your questions about how to find success, it will highlight the most important elements on the road to becoming a desirable, effective, and powerful business professional. By drawing from some of the most successful business models and business professionals in recent history, you can look at problems from new perspectives and hopefully find some inspiration from some of the greatest minds of our generation. From international titans like Walmart and Amazon to crowdsourcing sites and charitable retailers, there are lessons to be learnt on every one of these pages, no matter what size company you work for or what ambitious plans you have for your new enterprise. The MBA Book simplifies the business process by incrementally moving from the conceptual foundation of a company to the final touches, including the skills and tools that an established company should tweak and perfect in order to remain competitive and successful.

The Vest-pocket MBA Jae K. Shim, Joel G. Siegel, Abraham J. Simon. 1997 This bestselling, all-in-one problem-solver teaches the techniques and methods used in the finest MBA programs. Presented in a question-and-answer format, The Vest-Pocket MBA provides all the formulas, guidelines, ratios, and rules-of-thumb needed to solve problems in 240 key areas of business and finance. Includes

tables, graphs and charts.

The Portable MBA in Entrepreneurship William D. Bygrave, Andrew Zacharakis. 2009-12-02 A totally updated and revised new edition of the most comprehensive, reliable guide to modern entrepreneurship For years, the Portable MBA series has tracked the core curriculum of leading business schools to teach you everything you need to know about business-without the cost of earning a traditional MBA degree. The Portable MBA in Entrepreneurship covers all the ins and outs of entrepreneurship, using real-life examples and handy tools to deliver clear, honest, practical advice on starting a successful business. If you're planning to start your own business, you'd best start with the facts. This reliable, information-packed resource shows you how to identify good business opportunities, create a business plan, do financial projections, find financing, and manage taxes. Other topics include marketing, selling, legal issues, intellectual property, franchising, starting a social enterprise, and selling your business. Completely updated with new examples, new topics, and full coverage of topical issues in entrepreneurship Includes customizable, downloadable forms for launching your own business Comes with Portable MBA Online, a new web site that gives readers access to forms, study guides, videos, presentations, and other resources Teaches you virtually everything you'd learn on entrepreneurship in today's best business schools Whether you're thinking of starting your own business or you already have and just need to brush up on entrepreneurial basics, this is the only guide you need.

The Vest Pocket Guide to IFRS Steven M. Bragg. 2010-06-29 Quick answers to your IFRS questions Presented in a question and answer format, The Vest Pocket IFRS provides a brief explanation of each IFRS topic, the issues involved, and the solution. Coverage includes calculations, journal entries, flowcharts outlining various options, footnotes disclosures, and brief examples. Provides

quick answers to specific questions in a Q & A format Focuses on the most common accounting problems arising from a particular IFRS topic Calculations, footnotes disclosures, and brief examples are provided Other titles by Bragg: The Vest Pocket Controller, Accounting Best Practices, Sixth Edition, and Just-in-Time Accounting, Third Edition The first book of its kind to answer IFRS issues on the spot, The Vest Pocket IFRS gives you the quick, specific IFRS answers you need right now.

An Entire MBA in 1 Course Chris Haroun.2016-02-09 ** ACCORDING TO BUSINESS INSIDER: Getting your MBA has never been easier. Haroun is one of the highest rated professors on Udemy, so you can expect to be in good hands through the course of your education. ** This is the book version of the popular Udemy.com course called An Entire MBA in 1 Course. From the Author of 101 Crucial Lessons They Don't Teach You in Business School, which Forbes magazine calls 1 of 6 books that all entrepreneurs need to read right now. This book will teach you everything you need to know about business....from starting a company to taking it public. Most business books are significantly outdated. This book leverages many online resources and makes the general business, accounting and finance process very easy to understand (and enjoyable too)! There are many incredibly engaging and entertaining video links in the book to YouTube and other sources; 'edutainment' works! Although this book is close to 400 pages, I tried to visualize the content of this book as much as possible as this is a more impactful and enjoyable way to learn (think Pinterest versus the tiny words in the Economist)! The contents of this book are all based on my work experience at several firms, including Goldman Sachs, the consulting industry at Accenture, a few companies I have started, the hedge fund industry where I worked at Citadel and most recently, based on my experience at a prominent San Francisco based venture capital firm. I also included many helpful practical business concepts I learned while I did an MBA at Columbia University and a Bachelor of

Commerce degree at McGill University. Think of this book as a greatest hits business summary from my MBA, undergraduate business degree, work experience in consulting, equities, hedge funds, venture capital and starting my own companies. As the title of this book suggests, this is an entire MBA in one book; it's also a practical manual to help you accomplish your business career goals. I have minimized boring theoretical concepts in this book in order to keep it as close to reality as possible. I hope you enjoy it! In addition to teaching at 4 universities in the San Francisco Bay Area, you can find other courses that I teach online at www.udemy.com/user/chris-haroun/.

The 30 Day MBA Colin Barrow.2019-01-03 If you want to accelerate your career development and transform your skillset, but without the price tag and two-year commitment of the MBA, this is the book for you. The 30 Day MBA covers the 12 core disciplines of business: accounting, finance, marketing, organizational behaviour, business history, business law, economics, entrepreneurship, ethics and social responsibility, operations management, research and analysis and strategy. It provides the tools and techniques you need to seize business opportunities and implement strategies successfully. Complex concepts are explained in simple and practical terms, helping you to apply high level concepts to the real-life world of business. The 30 Day MBA also contains insightful case studies from leading organizations including IKEA, Cisco, Cobra Beer, Heinz, Shell, Hotel Chocolat and Chilango, to help keep you right up-to-the-minute with current trends and inspire you to explore new concepts. This book equips you with essential hard knowledge, but also helps you understand how business and current thinking is shifting in today's turbulent global markets, and broadens your mind with the knowledge and confidence to excel in a competitive career.

More Than Money Mark Albion.2008-10-13 Can MBAs, often cast as risk-averse conflicted achievers caught in the MBA trap of I'll make money now and then..., find their true happiness and achieve

their destiny in the midst of societal and peer pressures? Absolutely--if you recognize that what you thought were your safest career choices actually may be your riskiest. How so? Your safest choices keep you on your destiny path; your riskiest ones take you away from it. How do you know? More Than Money offers four questions and twelve principles to keep you on your path and tools to help you measure where you are and what you need to do to fulfill your destiny.

Pocket MBA .1992 This compact guide surveys the leading edge of management thought and practice around the industrialized world, and tells what the leading business schools are teaching, what the management gurus are saying, what the most successful companies are doing. Up-to-the-minute summaries of the key management theories are provided together with analysis of their practical implications and results.

The MBA Compass Bodo B. Schlegelmilch, George D. Iliev.2023-12-12 Looking to pursue an MBA? The journey can be daunting, but fear not - this book is here to guide you every step of the way. With so many business schools and programs to choose from, it's important to know what you're looking for. That's where this book comes in. The authors help you understand the differences between full-time, modular, online, and executive MBAs, and provide expert advice on selecting the right program for your unique needs. But that's not all - the book also shows you how to make the most of your MBA experience, helping you to develop knowledge, skills, and personal growth. It explores the benefits of alumni associations and shows you how an MBA can be a game-changer for your career. And here's the best part - you don't need to spend a fortune on a Harvard or Stanford MBA to achieve your goals. The book introduces you to a range of high-quality MBA programs across the globe, from Europe to China, India to Latin America, that offer top-notch alternatives that won't break the bank. Whether you're a senior manager, entrepreneur, or fresh out of college, this book is

the ultimate resource for anyone seeking to unlock their full potential with an MBA.

The Vest Pocket Controller Steven M. Bragg.2010-04-07 The all-new fast-reference problem solver for controllers The Vest Pocket Controller is the handy pocket problem-solver that gives today's busy executives and accountants the helpful information they need in a quick-reference format. Whether in public practice or private industry, professionals will always have this reliable reference tool at their fingertips because it easily goes anywhere-to a client's office, on a business trip, or to an important lunch meeting. Covers management areas a controller is likely to encounter Easy-to-use Q & A format offering hundreds of explanations supported by a multitude of examples, tables, charts, and ratios Other titles by Bragg: Running an Effective Investor Relations Department: A Comprehensive Guide, Accounting Best Practices, Sixth Edition, and Just-in-Time Accounting, Third Edition Packed with practical techniques and rules of thumb for analyzing, evaluating, and solving the day-to-day problems every controller faces, The Vest Pocket Controller helps you quickly pinpoint what to look for, what to watch out for, what to do, and how to do it.

The Vest Pocket Guide to GAAP Steven M. Bragg.2010-11-30 Quick answers to your GAAP questions The Vest Pocket Guide to GAAP is the handy pocket problem-solver that gives today's busy financial executives the GAAP advice they need in a quick-reference format. Whether in public practice or private industry, professionals will always have this reliable reference tool at their fingertips because it easily goes anywhere-to a client's office, on a business trip, or to an important lunch meeting. Provides succinct answers to common GAAP questions Easy-to-use Q & A format offers hundreds of explanations supported by a multitude of examples, tables, charts, and ratios Other titles by Bragg: Running an Effective Investor Relations Department: A Comprehensive Guide, Accounting Best Practices, Sixth Edition, and Just-in-Time Accounting, Third Edition Convenient and

comprehensive, The Vest Pocket Guide to GAAP is the handy reference you'll turn to again and again for quick answers to your GAAP questions.

The Portable MBA Desk Reference Nitin Nohria.1998-10 The brand-new edition of the ultimate desktop tool The PORTABLE MBA DESK REFERENCE Substantially revised, completely updated How do I analyze a balance sheet? What is business process reengineering? Where can I get financial information about overseas companies? What kinds of services does the Department of Commerce provide to exporters? When it comes to finding quick answers to these and other important business questions, thousands of people depend on The Portable MBA Desk Reference-the complete all-in-one guide to business terms, facts, ideas, and resources. Now this Second Edition has been extensively revised to include the very latest business topics and data, plus new cutting-edge sections on technology, and much more. Organized into two easy-to-use sections, it contains an A-to-Z encyclopedia covering key topics ranging from accounting and marketing to manufacturing and strategy, plus a comprehensive resource guide for finding specific information-in print and on line-on dozens of subjects. Ideal for a quick-take or a fast refresher, this edition of The Portable MBA Desk Reference is the best colleague you'll ever have. A selection of Book-of-the-Month Club, Money Book Club, and Quality Paperback Book Club. Being in business today means navigating a daunting array of jargon, theories, and data covering hundreds of topics-any one of which could have the power to make or break your success at any time. That's why thousands of people depend on The Portable MBA Desk Reference-the complete one-stop source of quick-access information on hundreds of key business terms, concepts, and resources. From accounting and advertising to management and manufacturing, this ready reference puts a wealth of essential knowledge right at your fingertips. Now substantially revised and updated, this outstanding second edition of The Portable MBA Desk

Reference keeps pace with the latest developments in business practice, including cutting-edge information on the Internet and electronic commerce, plus up-to-the-minute business facts, figures, and more. Like its successful predecessor, this new edition offers the combined wisdom of experts from every field of business—all skillfully presented in two user-friendly sections. PART ONE is an easy-to-use A-to-Z encyclopedia of major business topics, with plain-English coverage of crucial terminology and subjects in accounting, economics, finance, international business, management, manufacturing, marketing, and strategy. You'll also find helpful mini-case studies and real-life examples, plus time-saving cross-references to related entries. PART TWO is a comprehensive and up-to-date directory of sources of vital business information. It tells you exactly where to look—in print and on line—and whom to contact for information on dozens of business areas, including advertising, marketing demographics, corporate and industrial financial data, economic data, international business, and more. You'll also find appendices packed with hard business facts, numbers, and lists—perfect for beefing up an important report or preparing for that last-minute meeting. Whether you're looking for a quick-take or a complete business refresher course, *The Portable MBA Desk Reference, Second Edition* is an essential companion for your trip to the top. The Portable MBA Series *The Portable MBA* series, with over 450,000 copies sold, provides instant MBA literacy to managers, professionals, and business owners. Portable MBA books provide comprehensive coverage of the primary business functions taught in MBA programs, as well as focused coverage of today's vital business topics. As such, *The Portable MBA* series provides the most authoritative continuing business education available.

The Portable MBA Kenneth M. Eades, Timothy M. Laseter, Ian Skurnik, Peter L. Rodriguez, Lynn A. Isabella, Paul J. Simko. 2010-04-06 A totally revised new edition of the bestselling guide to business

school basics The bestselling book that invented the MBA in a book category, *The Portable MBA Fifth Edition* is a reliable and information-packed guide to the business school curriculum and experience. For years, professionals who need MBA-level information and insight-but don't need the hassle of business school-have turned to the *Portable MBA* series for the very best, most up-to-date coverage of the business basics. This new revised and expanded edition continues that long tradition with practical, real-world business insight from faculty members from the prestigious Darden School at the University of Virginia. With 50 percent new material, including new chapters on such topics as emerging economies, enterprise risk management, consumer behavior, managing teams, and up-to-date career advice, this is the best *Portable MBA* ever. Covers all the core topics you'd learn in business school, including finance, accounting, marketing, economics, ethics, operations management, management and leadership, and strategy. Every chapter is totally updated and seven new chapters have been added on vital business topics Includes case studies and interactive web-based examples Whether you own your own small business or work in a major corporate office, *The Portable MBA* gives you the comprehensive information and rich understanding of the business world that you need.

The Complete Idiot's Guide to MBA Basics Tom Gorman.2003 A revised edition of the popular classic, this title features updated topics to build MBA knowledge. Students and managers alike will learn about management skills, business operations, financial statements, marketing, product development, customer service, strategic planning, information management, and quality management. Updated coverage includes global and international business, knowledge management, e-commerce, supply chain management, sales channel management, and financial integrity and ethics.

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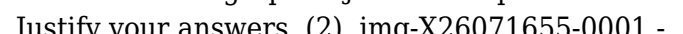
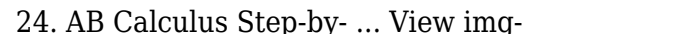
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