

Business Management and Enterprise

WACE Course

All Resources List

Prepared for the Curriculum Council

by

CURRICULUM MATERIALS INFORMATION SERVICES

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WACE Business Management and Enterprise Course All Resources List

Draft

This list of resources was prepared by officers from the Syllabus Development and Resources Directorate (Curriculum Materials Information Services) in the Department of Education and Training. The list is presented in two parts:

Part One: Books, Videos, DVDs, Computer Software, PDF Documents

Part Two: Websites

Further details of each item can be found online on the CMIS Resource Bank, which is an online database. **WACE Marine and Maritime Technology Course** webpage at www.det.wa.edu.au/education/cmis/eval/curriculum/courses/business

In this database all of the Business Management and Enterprise resources have also been linked to specific content or outcomes and can be accessed under these headings. The webpage also contains a list of Suppliers, Key Documents and Key Websites for quick access.

Business Management and Enterprise Course Part One: Print, Video etc.

The all new Holden [videorecording] : a business marketing case
Bendigo, Vic. : VEA, 2007.

The bottom line [videorecording] : balance sheets and P&Ls.
Bendigo, Vic. : VEA, 2006.

Bartol, Kathryn [and others]
Management foundations : a Pacific rim focus .
North Ryde, N.S.W. : McGraw-Hill, 2006.
978-0-07-471573-4

Cutcher, Leanne.
Cases in strategy and management.
North Ryde, N.S.W. : McGraw-Hill, 2006.
978-0-07-471619-9

Chapman, Stephen.
Economics & civics : new for levels 5 and 6 of the Victorian essential learning standards
Milton, Qld. : Jacaranda, 2007.
978-0-7314-0490-2

Conflict management [videorecording].
Bendigo, Vic.: VEA, 2007.

Corporate culture [videorecording].
Bendigo, Vic. : Video Education Australasia, 2007.

Dlabay, Les R.
International business. Activities and study guide.
Mason, Ohio : Thomson South-Western, 2006.
978-0-538-72862-1

International business.
Mason, Ohio : Thomson South-Western, 2006.
978-0-538-72860-7

Ferrell, O.C.
Business : a changing world
Boston : McGraw-Hill/Irwin, 2006.
978-0-07-297358-7

Heinemann business studies. HSC course
Port Melbourne : Heinemann, 2000.
978-0-86462-511-3

Heinemann e business 1 [electronic resource] : VCE business management units 1 and 2 : Interactive student CD.
Australia : Heinemann, [2001].
978-0-86462-736-0

Heinemann e business 2 [electronic resource] : VCE business management units 3 and 4 : Interactive student CD
Australia : Heinemann, [2001].
978-0-86462-737-7

Horsfall, Margaret, Turner, Sharon.
Office skills : a practical approach. 4e
North Ryde, N.S.W. : McGraw-Hill Australia, 2007.
978-0-07-471933-6

Horsfall, Margaret.
Office skills : a practical approach.
North Ryde, N.S.W. : McGraw-Hill Australia, 2007.
978-0-07-471666-3

ICT in accounting [videorecording].
Bendigo, Vic. : Video Education Australasia, 2007.

Joyce, Tim.
VCE accounting unit 3, 2007.
Port Melbourne : Cambridge University Press, 2006.
978-0-521-69742-2

Kenman, Sandra.

Business education for Queensland

Milton, Qld. : Jacaranda, 2006.

0-7314-0320-7

Kenman, Sandra.

Workplace literacy [electronic resource].

The Gap, Qld. : EdServe, 2000.

Workplace literacy. Teacher's handbook.

Ashgrove, Qld. : Edserve, 1999.

0-9577785-0-3

Workplace literacy. Resource book : communities.

Ashgrove, Qld. : Edserve, 1999.

0-9577785-5-4

Workplace literacy. Student's workbook : communities.

Ashgrove, Qld. : Edserve, 1999.

0-9577785-6-2

Workplace literacy. Resource book : jobs.

Ashgrove, Qld. : Edserve, 1999.

0-9577785-3-8

Workplace literacy. Student's workbook : jobs.

Ashgrove, Qld. : Edserve, 1999.

0-9577785-4-6

Workplace literacy. Resource book : vocational communication.

New Farm, Qld. : Edserve, 2003.

0-9580639-1-5

Workplace literacy. Student's workbook : vocational communication.

Ashgrove, Qld. : Edserve, 1999.

0-9577785-2-X

McNaughton, Debra.

Business notes : VCE business management units 3 & 4 .

South Melbourne : Thomson Nelson, 2006.

978-0-17-013444-6

Money stuff magazine [electronic resource]

[Sydney] : N.S.W. Dept. of Fair Trading, 2007- .

The nature of communication in the workplace [videorecording].

Bendigo, Vic. : Video Education Australasia, 1997.

Negotiation in the workplace [videorecording]

Bendigo, Vic.: VEA, 2007.

Nelson business education [electronic resource] : solutions CD-ROM.
South Melbourne : Thomson Nelson, 2007.
978-0-17-012995-4

Pilch, Judy ... [and others].
Australian and global businesses : business studies HSC
Melbourne : Pearson Education, 2004.
0-12-360519-9

People at Origin Energy [videorecording] : a HRM case study.
Bendigo, Vic. : Video Education Australasia, 2007.

Rue, Leslie W.
Business management : real world applications & connections.
New York : McGraw-Hill Glencoe, 2006.
978-0-07-865017-8

Science of success [videorecording].
[Sydney] : ABC, 2007.

Stettner, Morey.
The new manager's handbook : 24 lessons for mastering your new role.
New York : McGraw-Hill, 2003.
978-0-07-141334-3

Waddell, Dianne [and others].
Contemporary management.
North Ryde, N.S.W. : McGraw-Hill, 2007.
978-0-07-471482-9

Waldersee, Robert and Tywoniak, Stephane
Strategic analysis : a guide to practice.
North Ryde, N.S.W. : McGraw-Hill, 2007.
978-0-07-013156-9

Wharton, Alan.
VCE business management, 2007.
Port Melbourne : Cambridge University Press, 2006.
978-0-521-69794-1

Workchoices [videorecording] : industrial relations reform for Australia
Bendigo, Vic. : Video Education Australasia, 2007.

Writing in the workplace [videorecording].
Bendigo, Vic.: VEA, 2007.

Part Two: Websites

12manage [website] : rigor and relevance in management.

<http://www.12manage.com>

Bilthoven, Netherlands : 12manage, 2007-

ABW enterprise education [website].

<http://www.abw.org.au>

North Parramatta, N.S.W. : ABW, 2002-

Advancing with e-business [website] : case studies.

http://archive.dcita.gov.au/2002/11/advancing_with_e-business_case_studies

Canberra : Department of Communications, Information Technology and the Arts, 2007-

ANZ [website].

<http://www.anz.com.au/>

[Melbourne] : Australia and New Zealand Banking Group, 2006-

Australia innovates [website] : an on-line guide to innovation in Australia's industries.

http://www.powerhousemuseum.com/australia_innovates/

Sydney : Powerhouse Museum, 2001.

Australian and global businesses [website] : business studies HSC : companion website / content rovided by Edward Codsi.

<http://wps.pearsoned.com.au/bshsc>

Melbourne : Pearson Education, 2005-

Australian Bankers' Association [website].

<http://www.bankers.asn.au/>

Sydney : Australian Bankers' Association, 2006-

Australian Businesswomen's Network [website].

<http://www.abn.org.au/>

Rosebery N.S.W. : Australian Businesswomen's Network, [2000?]-

Australian Chamber of Commerce and Industry [website].

<http://www.acci.asn.au>

Canberra : Australian Chamber of Commerce and Industry, [2002?]-

Australian Competition & Consumer Commission [website] : promoting competition and fair trading.

<http://www.accc.gov.au/>

Dickson, A.C.T. : ACCC, 2001-

Business.gov.au [website] : your business gateway to government information and services.

<http://www.business.gov.au/Business+Entry+Point/>

Canberra : Dept. of Industry, Tourism and Resources, 2003-

The Business Times [website].

<http://business-times.asia1.com.sg/>

Singapore : Singapore Press Holdings, 2005-

Business tips [website]

http://www.yaa.org.au/biz_tips.html

Canberra : Young Achievement Australia, 2004-

Business Victoria [website].

<http://www.business.vic.gov.au/>

[Melbourne] : DIIRD, 2007-

BusinessWeek [website].

<http://www.businessweek.com/>

[New York] : McGraw-Hill, 2000-

CeCC [website] : Centre for eCommerce and Communications.

<http://www.cecc.com.au/cecc2/index.php>

Ballarat, Vic. : Centre for eCommerce and Communications, 2007-

Coles Myer corporate areas [website].

<http://www.colesmyer.com.au/Careers/WhereCanIWork/Corporate/>

Tooronga, Vic. : Coles Myer, 2006-

Consumer.gov [website] : your resource for consumer information from the federal government.

<http://www.consumer.gov/index.htm>

[United States] : Consumer.gov, 2002-

Consumer protection [website].

http://www.docep.wa.gov.au/default_cp.asp?id=cp&menu=menu_cp

Perth : Dept. of Consumer and Employment Protection, 2002-

Consumersonline.gov.au [website] : the Commonwealth Government's one-stop-shop for consumer information in Australia.

<http://www.consumersonline.gov.au>

Canberra : Ministerial Council on Consumer Affairs, 2000-

E-businessguide [website] : an Australian guide to doing business online.

<http://www.e-businessguide.gov.au>

Canberra : Department of Communications, Information Technology and the Arts, 2006-

E-businessguide [website] : an Australian guide to doing business online : getting started.

http://www.e-businessguide.gov.au/data/assets/pdf_file/1003/e-businessguide_getting_started_booklet.pdf

Canberra : Department of Communications, Information Technology and the Arts, 2004.

The Entrepreneur Network [website].

<http://www.tenonline.org>

Ann Arbor, Mich. : Zimmer Foundation, 2007-

ENYA [website] : promoting and supporting youth enterprise.

<http://www.enya.org.au/>

Blakehurst, N.S.W. : ENYA, 2004-

Eyes Wide Open [website].

<http://www.eyeswideopen.com.au/>

Waterloo, N.S.W. : Small Business Consulting Australia, 2007-

FT.com [website] : Financial Times.

<http://news.ft.com/home/asia>

[Asia?] : Financial Times, 2006-

Maintaining momentum [electronic resource] : Coles Myer Ltd. annual report 2005.

PDF version available at :

http://www.colesgroup.com.au/library/Investors/FinancialReports/2005/annual_report_2005.pdf

Tooronga, Vic. : Coles Myer, 2005.

MakingCents [website].

<http://www.makingcents.com.au/>

[Australia] : Finance First Partnership, 2006-

Micro and home business network [website].

<http://www.mbn.com.au/>

Doncaster East, Vic. : Micro & Home Business Network, 2005-

Mind Tools [website] : essential skills for an excellent career.

<http://www.mindtools.com/>

London : Mind Tools Ltd, 1995-

Money stuff magazine [electronic resource].

<http://www.moneystuff.net.au/Portals/2/pdf/07magazine.pdf>

[Sydney] : N.S.W. Dept. of Fair Trading, 2007- .

Money stuff! [website].

<http://www.moneystuff.net.au/>

[Sydney] : N.S.W. Dept. of Fair Trading, [1999?]-

Museum of Australian Currency Notes [website].

http://www.rba.gov.au/Museum/index_static.html

Sydney : Reserve Bank of Australia, 2005-

The national innovation website [website].

<http://www.innovation.gov.au/index.cfm?event=object.showHome>

Canberra : Department of Industry, Tourism and Resources, 2007-

Note Printing Australia [website].

<http://www.noteprinting.com/>

Craigieburn, Vic. : Note Printing Australia, 2001-

SCORE [website] : counselors to America's small business.

<http://www.score.org/>

Washington, D.C. : SCORE Association, 2006-

Small Business Development Corporation [website] : SBDC.

<http://www.sbdc.com.au/>

Perth : SBDC, 2001-

Small Enterprise Association of Australia & New Zealand [website].

<http://www.seaanz.asn.au>

Wellington: SEAAANZ, 2002-

VCE accounting unit 3, 2007 / Tim Joyce.

Accompanying website: <http://www.cambridge.edu.au/checkpoints>

Port Melbourne : Cambridge University Press, 2006.

Western Australian Innovation Centre [website] : Government of Western Australia.

<http://www.innovation.wa.gov.au/Innovation>

East Perth : Department of Industry and Resources, 2002-

The World Bank Group [website].

<http://www.worldbank.org>

Washington, D.C. : World Bank, 2000-

Young Business Network [website] : inspiring and supporting the business generation.

<http://www.youngbusinessnetwork.sbdc.com.au/index.asp>

Perth : Small Business Development Corporation, 2004-