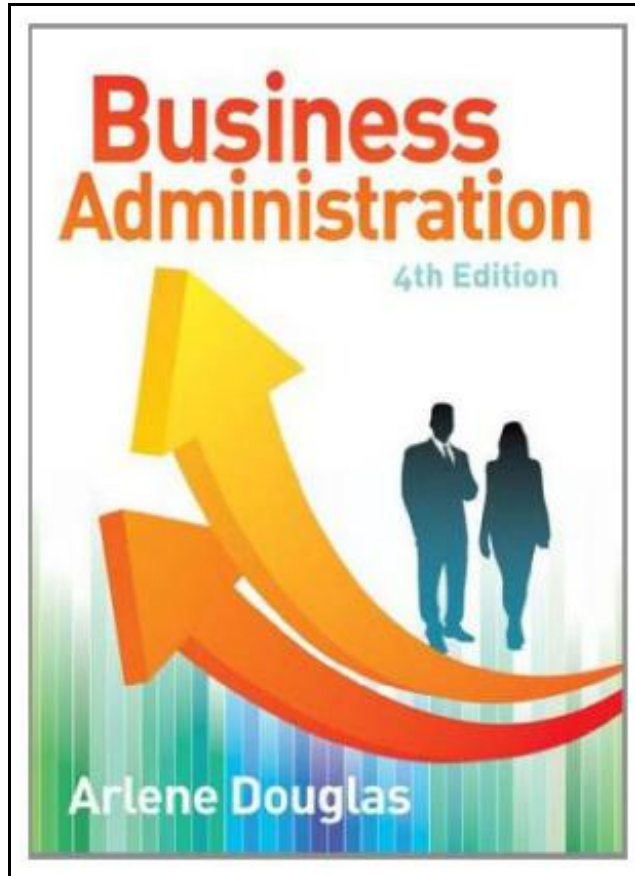


Business Administration (Paperback)



Filesize: 8.97 MB

Reviews

This is the greatest book i have got read through till now. I could possibly comprehended almost everything out of this published e book. Your daily life span will probably be enhance the instant you total looking at this book.

(Bernadette Baumbach)

BUSINESS ADMINISTRATION (PAPERBACK)



Gill Macmillan Ltd, Ireland, 2012. Paperback. Book Condition: New. 4th Revised edition. 248 x 190 mm. Language: N/A. Brand New Book. Updated edition of this popular and well-established business textbook, written in an easy to understand style and incorporating recent changes in business methods and administration. *Covered in this new edition: * Insolvency, NAMA, Public Service Reform and the Croke Park Agreement * Modern organisational systems and procedures, and organisational diversification for the changing global economic environment * The increasing importance of the role of quality systems and quality accreditation * The global recession and its impact on Irish banking and business * How to assess insurance requirements in the current economic environment * Updated Irish employment legislation * Employee procedures to include induction, health and safety at work, risk assessments and safe work methods * Examples and benefits of administrative hardware and software packages * The administrative functions that support effective implementation of OMS (Organisational Management Systems) * The latest trends in retailing in Ireland. * Sample questionnaires are provided for assignments on The Organisation and include essential SWOT and PEST analysis to help with student research. * Each chapter contains practice questions, sample assignment briefs for lecturers and students, and previous student projects for reference purposes. SUITABLE FOR: FETAC levels 5 and 6 modules in: * Business Administration * Business Management * Enterprise * HRM and Retail Administration * Business Studies * Business Administration * Retail Studies * Marketing * Information Processing. HETAC Business, Management, HRM and Office Information Courses, IATI, AAT, ICM, CIPD.



[Read Business Administration \(Paperback\) Online](#)



[Download PDF Business Administration \(Paperback\)](#)

You May Also Like

**Sly Fox and Red Hen - Read it Yourself with Ladybird: Level 2 (Paperback)**

Penguin Books Ltd, United Kingdom, 2013. Paperback. Book Condition: New. 222 x 148 mm. Language: N/A. Brand New Book. Sly Fox is hungry and he wants to catch and eat Red Hen. Armed with his...

[Download Book »](#)

**Read Write Inc. Phonics: Blue Set 6 Storybook 5 Our House (Paperback)**

Oxford University Press, United Kingdom, 2016. Paperback. Book Condition: New. Tim Archbold (illustrator). 208 x 99 mm. Language: N/A. Brand New Book. These engaging Storybooks provide structured practice for children learning to read the Read...

[Download Book »](#)

**Read Write Inc. Phonics: Pink Set 3 Storybook 6 Sanjay Stays in Bed (Paperback)**

Oxford University Press, United Kingdom, 2016. Paperback. Book Condition: New. Tim Archbold (illustrator). 210 x 148 mm. Language: N/A. Brand New Book. These engaging Storybooks provide structured practice for children learning to read the Read...

[Download Book »](#)

**Read Write Inc. Phonics: Yellow Set 5 Storybook 7 Do We Have to Keep it? (Paperback)**

Oxford University Press, United Kingdom, 2016. Paperback. Book Condition: New. Tim Archbold (illustrator). 211 x 101 mm. Language: N/A. Brand New Book. These engaging Storybooks provide structured practice for children learning to read the Read...

[Download Book »](#)

**Read Write Inc. Phonics: Orange Set 4 Storybook 5 Too Much! (Paperback)**

Oxford University Press, United Kingdom, 2016. Paperback. Book Condition: New. Tim Archbold (illustrator). 182 x 76 mm. Language: N/A. Brand New Book. These engaging Storybooks provide structured practice for children learning to read the Read...

[Download Book »](#)