Library Subject Guide - Management

UOW Malaysia KDU Library collections can be found via Library catalogue either in print or electronic.

1) Quick Guide

1.1 Call Number
1.2

Call numbers for Management **(HD28-69)**:

Call number	Subject
HD28-70	Management. Industrial management
HD39-40.7	Capital. Capital investments
HD41	Competition
HD45-45.2	Technological innovations. Automation
HD47-47.4	Costs
HD49-49.5	Crisis management. Emergency management. Inflation
HD50-50.5	Delegation of authority. Decentralization. Span of control
HD56-57.5	Industrial productivity
HD58	Location of industry
HD58.7-58.95	Organizational behavior, change and effectiveness. Corporate culture
HD59-59.6	Public relations. Industrial publicity
HD60-60.5	Social responsibility of business
HD61	Risk in industry. Risk management
HD62	Standardization. Simplification. Waste
HD62.2-62.8	Management of special enterprises
HD66-66.2	Work groups. Team work in industry. Quality circles
HD69	Other. Including business consultants, capacity, size of industries, etc

1.2 Location of the Call Number

The above call number of books of subject Management listed in UOWM KDU Library. The books are mainly located at:

- ➢ Open shelf (Teo Soo Pin Library, Glenmarie – First Floor)
- ➢ Open shelf (Damansara Jaya Library)

1.2.1 Search and Locate Library Materials

User can search the titles by using our webPAC (Web Public Access Catalogue) as a tool to locate what is in the Library. You search a catalogue to see what a library has and to know where to locate the item required.

Access to our webPAC with the link below:
http://webpac.kdu.edu.my/search/query?theme=kdu

Users can also use Advanced Search if they have the information of the "Title" and "Author" of the book, or either one.
http://webpac.kdu.edu.my/search/advanced?theme=kdu

1.3 Search Guides

The following links will assist you to access the several guides on how to use:

- ➢ Web Public Access Catalogue
  https://library.uowmkdu.edu.my/index.php/how-to-use-online-catalogue

- ➢ e-Database search tips
  https://library.uowmkdu.edu.my/index.php/the-e-databases-search-tips

- ➢ Referencing and Citation
  https://library.uowmkdu.edu.my/index.php/referencing

- ➢ Subject guide
  https://library.uowmkdu.edu.my/index.php/subject-guides

2) Reference

Reference materials such as dictionaries, encyclopaedias, and handbook can only be use inside the library.

2.1 Dictionary (Reference)

Format	Titles
HD30.15 .Joh 1987	International dictionary of management / Hano Johannsen and G. Terry Page.
HD30.17 .Kee 1996	Every manager's guide to business processes : a glossary of key terms & concepts for today's business leader / Peter G. W. Keen and Ellen M. Knapp.
HD30.2 .Kee 1991	Every manager's guide to information technology : a glossary of key terms and concepts for today's business leader / Peter G.W. Keen.

2.2 Handbooks (Reference)

Call number	Titles
HD31 Hel 1998	Essentials manager's manual / Robert Heller.
HD4901.Oxf 2006	The Oxford handbook of work and organization / edited by Stephen Ackroyd ... [et al.].
HF5415.15.Gor 2006	The product manager's handbook / Linda Gorchels.

2.3 Encyclopedia

Call number	Titles
HD57.7.Hie 2001	The encyclopedia of leadership: a practical guide to popular leadership theories and techniques / Murray Hiebert, Bruce Klatt.

2.4 Periodicals (Magazines / Journals)

- SME
- Wall Street Journal
- Fortune
- Harvard Business Review

3) Subscribed e-Databases

UOWM KDU Library subscribed e-Databases can be found here:
https://library.uowmkdu.edu.my/index.php/online-databases

3.1 Electronic Databases

Logo	Name of databases	Descriptions
	Academic Search Complete	Designed specifically for academic institutions, ASC is comprehensive, scholarly, and multi-disciplinary with more than 8,800 full-text periodicals, including nearly 7,700 peer-reviewed journals.
	Business Source Complete	The world's definitive scholarly and comprehensive business database; indexes and abstracts of the most important scholarly business journals date as far back as 1886.
	Regional Business News	It provides comprehensive full text coverage of more than 100 regional business publications, covering all U.S. metropolitan and rural areas.

3.2 Electronic books

Logo	Name of e-book	Descriptions
	Proquest ebook Central	A growing eBook collection spanning all academic subject areas, comprising more than 120,000 eBooks, maps, journals, reports, sheet music, and other titles
	eBook Collection (EBSCOhost)	Electronic book collection representing a broad spectrum of subject categories. The collection consists of, among others, publications from some of the world's most renowned STM publishing houses, including Springer, Taylor & Francis and Wiley InterScience®.
	Amacom	22 titles (Business & Management)
	Kogan Page	37 titles (Business & Management)

4) Free Online Resources

- Directory of Open Access Journal (DOAJ)
  From://https://doaj.org/

- Asian Academy of Management Journal
  http://web.usm.my/aamj/articles.html

- Asia Pacific Management and Business Applications
  http://apmba.ub.ac.id/index.php/apmba/issue/view/10

- Management & Marketing
  http://www.mnmk.ro/en/arhiva.php

- Journal of Human Resource Management
  http://www.jhrm.eu/