

BUSINESS EDUCATION 11 AND 12

Management Innovation 12

**GRADE COLLECTION OVERVIEW OF
COMPREHENSIVE RESOURCES**

***Fundamentals of Management:
Essential Concepts and Applications,
Third Canadian Edition***

College-level resource dealing with key management issues includes a softcover student text and an instructor's resource manual. Optional ancillary components have not been evaluated. A companion web site is available.

Chapters in the text begin with learning objectives followed by clear explanations, definitions, diagrams, tables and photographs and end with a summary, review and discussion questions, comprehension test, a self-assessment exercise, a class exercise and a case application.

The instructor's manual includes lecture materials, answers and discussion suggestions.

The resource presents a traditional view of business management but does not address intrapreneurship. Managing change and innovation are considered from a management perspective only.

This edition still focusses on the four traditional functions of management: planning, organizing, leading and controlling and has added contemporary topics such as work process engineering, empowerment and diversity. Other new features include team building exercises and case applications.

New video cases are available with this third edition but they have not been evaluated. The set of ten video cases that accompanied the second edition, also from CBC programming, are recommended and available from BC Learning Connection. Cases deal with aspects of business management from small to large business and include Canadian microbreweries, Eaton's, gender problems at CIBC and so on. The instructor's resource manual for *Fundamentals of Management: Essential Concepts and Applications, Canadian Second Edition* provides details for using these video cases in class discussion.

Understanding Canadian Business, Fourth Edition

This resource consists of a student text and instructor's manual. Optional ancillary components include a study guide, computerized test bank, PowerPoint materials and CBC video cases.

Text covers aspects of management and deals with the impact of technology on business and globalization. It includes effective graphics, useful profiles, and makes good use of colour and varied typefaces. Progress checks and critical thinking exercises serve to focus learning. Chapter summaries lead to further expansion of learning. Text provides useful Internet exercises and includes a section on developing workplace skills.

The instructor's manual provides for each chapter: key terms, a lecture outline, a detailed planning guide, application exercises, answers to case questions and lecture enhancers. The manual is also available on a CD-ROM, with additional features such as a text bank, lecture outlines and PowerPoint presentations.

This edition includes a greater emphasis on technology and an e-commerce focus. There is also more emphasis on personal skill development as it relates to career success.

The resource presents a traditional view of business management but does not address intrapreneurship. The impact of information technology is well presented.