

Read Online
Teach Yourself
Finance For Non
Teach
Financial
Yourself
Managers In A
Week
Finance For
Non Financial
Managers In A
Week

If you need to
understand
accounting
jargon and to

Read Online
Teach Yourself
Finance For Non
financial
Managers In A
Week
interpret your
company's
financial
reports and
accounts 'Teach
Yourself Finance
for no Financial
Managers' strips
away the mystery
from finance and
accountancy and
opens the door
to financial
understanding.

Read Online
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Finance For Non

Introduction to
Financial, 17th
Edition offers A
students a
balanced
introduction to
the three major
areas of
finance:
institutions and
markets,
investments, and
financial
management.

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Financial
Management
Week

Updated to incorporate recent economic and financial events, this new edition is an ideal textbook for first courses in finance—reviewing the discipline's essential concepts, principles, and

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practices in a
clear, reader-
friendly manner.

Students gain an
integrated
perspective of
finance by
learning how
markets and
institutions
influence, and
are influenced
by, individuals,
businesses, and

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governments.

Designed to impart financial literacy to readers with no previous background in the subject, the text provides a solid foundation for students to build upon in later courses in financial

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management,
investments, or
financial
managers In A
Week.

Equations and
mathematical
concepts are
kept to a
minimum, and
include
understandable,
step-by-step
solutions.

Divided into

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Managers In A
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three parts, the book explains financial markets, discusses the functions of financial systems, reviews savings and investments in different sectors, describes accounting

Read Online
Teach Yourself
Finance For Non
concepts and
Financial
organizational
structures, and
Managerial
more. Real-world
Week
examples
featured
throughout the
text help
students
understand
important
concepts and
appreciate the
role of finance

Read Online
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Finance For Non
in various
Financial
local, national,
Managers In A
and global
Week
settings.

Finance For Non-
Financial
Managers In A
Week
Understand
Finance In Seven
Simple
Steps
Teach
Yourself

Although we have
been successful

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in our careers,
they have not
turned out quite
as we expected.
We both have
changed
positions
several times-
for all the
right reasons-
but there are no
pension plans
vesting on our
behalf. Our

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retirement funds
are growing only
through our
individual
contributions.

Michael and I
have a wonderful
marriage with
three great
children. As I
write this, two
are in college
and one is just
beginning high

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Financial
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Week

school. We have spent a fortune making sure our children have received the best education available. One day in 1996, one of my children came home disillusioned with school. He was bored and tired of

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studying. "Why should I put time into studying subjects I will never use in real life?" he protested. Without thinking, I responded, "Because if you don't get good grades, you

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Financial

won't get into
college."

Regardless of
whether I go to
college," he
replied, "I'm
going to be
rich."

How to Navigate
Clueless
Colleagues,
Lunch-Stealing
Bosses, and the
Rest of Your

Read Online
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Finance For Non
Life at Work
FINANCE FOR
EXECUTIVES
A No-Fail Plan
for Achieving
Financial
Freedom at Any
Age
Start Late,
Finish Rich
Finance for
Nonfinancial
Managers, Second
Edition

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Teach Yourself
Finance For Non
(Briefcase Books
Financial
Series)
Machine Learning
in Finance
Week

**#1 NEW YORK
TIMES**

BESTSELLER •

***Are you
wondering if
it is too late
for you to be
rich? David***

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Finance For Non
Financial
Managers In A
Week

*Bach has a
plan to help
you live and
finish rich—no
matter where
you start As a
number—one
bestseller in
its hardcover
edition, Start
Late, Finish
Rich has*

Read Online
Teach Yourself
Finance For Non
helped
Financial
hundreds of
Managers In A
thousands of
Week
people of all
ages take
control of
their
financial
future. Now
you, too, can
ramp up the
road to

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Finance For Non
financial
Financial
security with
Managers In A
Week
David Bach's
inspiring,
proven, and
easy-to-follow
"catch up"
plan, which
tailors his
"Finish Rich"
wisdom to
those who

Read Online
Teach Yourself
Finance For Non
forgot to
Financial
save, procrast
Managers In A
inated, or got
Week
sidetracked by
life's
unexpected
challenges. In
a swift,
motivating
read, David
Bach gives you
step-by-step

Read Online
Teach Yourself
Finance For Non
instructions,
Financial
worksheets,
Managers In A
phone numbers,
Week
*and website ad
dresses—everyt
hing you need
to put your
“Start Late”
plan into
place right
away. You will
learn that*

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week
*even if you're
buried in
debt, there's
still hope.*

*You can spend
less, save
more, and make
more—and it
doesn't have
to hurt. With
America's best-
loved money*

Read Online
Teach Yourself
Finance For Non
*coach at your
side, it's
never too late
to change your
financial
destiny.*

*The perfect
gift for
aspiring
leaders: 16
volumes of HBR
20-Minute*

Read Online
Teach Yourself
Finance For Non
Manager. This
Financial
16-volume,
Managers In A
specially
Week
priced boxed
set makes a
perfect gift
for aspiring
leaders who
are short on
time but need
advice fast,
on topics from

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Finance For Non
creating
Financial
business plans
Managers In A
and giving
Week
feedback to
managing time
and
presentations.
The set
includes
Creating
Business
Plans,

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Teach Yourself
Finance For Non
*Delegating
Work,
Difficult
Conversations,
Finance
Basics,
Getting Work
Done, Giving
Effective
Feedback,
Innovative
Teams, Leading*

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Finance For Non
Virtual Teams,
Managing
Managers In A
Projects,
Week
Managing Time,
Managing Up,
Performance
Reviews,
Presentations,
Running
Meetings,
Running
Virtual

Read Online
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Finance For Non-
Meetings, and
Financial
Virtual
Managers In A
Collaboration.

**Don't have
much time? Get
up to speed
fast on the
most essential
business
skills with
HBR's
20-Minute**

Read Online
Teach Yourself
Finance For Non
Manager
Financial
series.
Managers In A
Week

*Whether you
need a crash
course or a
brief
refresher,
each book in
the series is
a concise,
practical
primer that*

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week
*will help you
brush up on a
key management
topic. Advice
you can
quickly read
and apply, for
ambitious
professionals
and aspiring e
xecutives--fro
m the most*

Read Online
Teach Yourself
Finance For Non
trusted source
Financial
in business.
Managers In A
Week
Also available
as an ebook.

From the
creator of the
popular
website Ask a
Manager and
New York's
work-advice
columnist

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Teach Yourself
Finance For Non-
Financial
Managers In A
Week
*comes a witty,
practical
guide to 200
difficult
professional c
onversations—f
eaturing all-
new advice!
There's a
reason Alison
Green has been
called "the*

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week

*Dear Abby of
the work
world." Ten
years as a wor
kplace-advice
columnist have
taught her
that people
avoid awkward
conversations
in the office
because they*

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

*simply don't
know what to
say.*

*Thankfully,
Green does—and
in this
incredibly
helpful book,
she tackles
the tough
discussions
you may need*

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

*to have during
your career.
You'll learn
what to say
when •
coworkers push
their work on
you—then take
credit for it
• you
accidentally
trash-talk*

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week

*someone in an
email then hit
"reply all" •
you're being m
icromanaged—or
not being
managed at all
• you catch a
colleague in a
lie • your
boss seems
unhappy with*

Read Online
Teach Yourself
Finance For Non
your work •
Financial
your
Managers In A
Week
loud

speakerphone
is making you
homicidal •
you got drunk
at the holiday
party Praise
for Ask a
Manager "A

Read Online
Teach Yourself
Finance For Non
must-read for
Financial
anyone who
Managers In A
works . . .

*[Alison
Green's]
advice boils
down to the
idea that you
should be
professional
(even when
others are*

Read Online
Teach Yourself
Finance For Non
not) and that
Financial
communicating
Managers In A
in a straightf
Week
orward manner
with candor
and kindness
will get you
far, no matter
where you work
. ”—Booklist
(starred
review) “The

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Finance For Non
author's
friendly,
warm, no-
nonsense

writing is a
pleasure to
read, and her
advice can be
widely applied
to
relationships
in all areas

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Finance For Non
of readers'
Financial
lives. Ideal
Managers In A
for anyone new
Week
to the job
market or new
to management,
or anyone
hoping to
improve their
work experienc
e."—Library
Journal

Read Online
Teach Yourself
Finance For Non
(starred
Financial
review) "I am
Managers In A
a huge fan of
Week
Alison Green's
Ask a Manager
column. This
book is even
better. It
teaches us how
to deal with
many of the
most vexing

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Financial
Managers In A
Week

*big and little
problems in
our
workplaces—and
to do so with
grace,
confidence,
and a sense of
humor.”—Robert
Sutton,
Stanford
professor and*

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Teach Yourself
Finance For Non
*author of The
Financial
Managers In A
Week*
**No Asshole
Rule and The
Asshole
Survival Guide**
**“Ask a Manager
is the
ultimate
playbook for
navigating the
traditional
workforce in a**

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Finance For Non
diplomatic but
firm
way.”—Erin
Lowry, author
of *Broke*
Millennial:
Stop Scraping
By and Get
Your Financial
Life Together
Intimidated by
corporate

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Finance For Non
finance? The
Financial
numbers (and
Managers In A
the jargon)
Week
can feel overw
helming—but
you have to
understand
them to manage
effectively.
Finance Basics
explains the
fundamentals

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Financial
Managers In A
Week

*simply and
quickly,
introducing
you to key
terms and
concepts such
as: • How to
navigate
financial
statements •
How to weigh
costs and*

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benefits •
Financial
What's
Managers In A
involved in
Week
budgeting and
forecasting •
How to gauge a
company's
financial
health About
HBR's
20-Minute
Manager

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Financial
Managers In A
Week

**Series: Don't
have much
time? Get up
to speed fast
on the most
essential
business
skills with
HBR's
20-Minute
Manager
series.**

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Whether you
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need a crash
Managers In A
course or a
Week
brief

refresher,
each book in
the series is
a concise,
practical
primer that
will help you
brush up on a

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key management
Financial
topic. Advice
Managers In A
you can
Week
quickly read
and apply, for
ambitious
professionals
and aspiring e
xecutives—from
the most
trusted source
in business.

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Financial
Managers In A
Week
**Also available
as an ebook.
The Money Book
for
Freelancers,
Part-timers,
and the Self-
employed
Harvard
Business
Review
20-Minute**

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Manager
Financial
Ultimate Boxed
Managers In A
Set (16 Books)
Week
An Active-
learning
Approach
Finance for
Non Finance
-Ideasbehind
Number
Financial
Peace

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Basic

Accounting

Machine learning (ML) is changing virtually every aspect of our lives. Today ML algorithms accomplish tasks that until recently only expert humans could perform. As it relates to finance, this is the

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most exciting time to adopt a disruptive technology that will transform how everyone invests for generations. Readers will learn how to structure Big data in a way that is amenable to ML algorithms; how to conduct research with ML algorithms on that

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data; how to use supercomputing methods; how to backtest your discoveries while avoiding false positives. The book addresses real-life problems faced by practitioners on a daily basis, and explains scientifically sound solutions using

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math, supported by code and examples.

Readers become active users who can test the proposed solutions in their particular setting.

Written by a recognized expert and portfolio manager, this book will equip investment professionals with the

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groundbreaking tools
needed to succeed in
modern finance.

The world of finance
and accountancy can
seem one of
impenetrable mystery
but it is one that many
managers have to face
in their day to day
lives. With its
comprehensive
coverage of the

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subject, Teach Yourself Finance for Non Financial Managers allows you not only to ask pertinent questions but also to understand the answers. Chapter by chapter, the workings of finance are mapped out and laid bare - the formal reports, the methods

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used to prepare the numbers and what accountants actually do every day. This fourth edition is fully updated to reflect current allowances, rates and regulations and further information. It also includes even more questions (with comprehensive

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answers) to challenge
the reader's
understanding.

Detailed explanations
are provided in a
clear, jargon-free style
and backed up with
lots of practical
examples. Areas
covered include: -
basic terminology -
accounting concepts
and principles - profit

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& loss accounts and cash flow management - how accounts departments work - corporate financial planning.

There is also a section on personal finance.

The books in this bite-sized new series contain no complicated techniques or tricky

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materials, making them ideal for the busy, the time-pressured or the merely curious

Understand Basic Business Finance is a short, simple and to-the-point guide to the mysteries of financial reporting. In just 96 pages, the reader will gain a better

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understanding of the jargon, the methods used to prepare the numbers and what accountants actually do. Ideal for the busy, the time-pressured or the merely curious, Understand Basic Business Finance is a quick, no-effort way to understanding the concepts and

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principles of financial
management.

Is this the right book
for me? Basic

Accounting is a
complete, step-by-step
course in elementary
accounting. Giving
clear and concise
explanations of
accounting principles
and practice including
PAYE, cashflow

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statements, accounting for share capital, accounting standards and non-financial reporting, it is perfect for the newcomer to basic accounting, the first- level accounting student or anybody needing to brush up their accounting skills. No prior knowledge of bookkeeping or

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accounting is assumed. Clear explanations, diagrams and worked examples enable you to master the basic principles then apply them to practical examples to consolidate and test your knowledge. Basic Accounting includes:

Chapter 1:

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Introduction Chapter

2: Source documents

Chapter 3: The ledger

system Chapter 4:

Balancing the cash

book Chapter 5:

Double entry theory

and practice Chapter

6: The trial balance

Chapter 7: Gross

profit and stock

Chapter 8: Trading

and profit and loss

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and accounts Chapter

9: The balance sheet

Chapter 10:

Illustrative example

Chapter 11: Cash and

bank transactions

Chapter 12: Bank

reconciliation Chapter

13: The petty cash

book Chapter 14:

Credit transactions

and suppliers'

accounts Chapter 15:

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The accounts of credit customers Chapter 16:

Purchases and sales returns Chapter 17:

VAT and PAYE

Chapter 18:

Classification of ledger accounts Chapter 19:

Final accounts of a sole trader Chapter

20: Interpretation of accounts Chapter 21:

Cash flow statements

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Chapter 22: Capital
and revenue
expenditure Chapter
23: The genera;
journal Chapter 24:
Depreciation of fixed
assets Chapter 25: Bad
debts and provision
for bad debts Chapter
26: Year-end
adjustments Chapter
27: Incomplete
records and single

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entry Chapter 28:
Non-trading concerns
and club accounts
Chapter 29: Control
Accounts Chapter 30:
Partnership accounts
Chapter 31:
Accounting for
management Chapter
32: Costs of
production and
manufacturing
accounts Chapter 33:

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Introduction to
limited companies
Chapter 34:

Accounting for share
capital Chapter 35:

The final accounts of
a limited company

Chapter 36:

Accounting standards

Chapter 37: Non-
financial reporting

Chapter 38:

Computerized

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accounting Learn
Financial
effortlessly with easy-
Managers In A
to-read page design
Week
and interactive
features: Not got
much time? One, five
and ten-minute
introductions to key
principles to get you
started. Author
insights Lots of instant
help with common
problems and quick

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tips for success, based on the authors' many years of experience.

Test yourself Tests in the book and online to keep track of your progress. Extend your knowledge Extra online articles to give you a richer understanding of accounting. Try this Innovative exercises

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illustrate what you've
learnt and how to use
it.

A practical guide for
managers

Understand Basic
Business Finance:
Flash

The step-by-step
course in elementary
accountancy

Corporate Finance
For Dummies

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Financial
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***Provides a
practical and
activity based
approach to
understanding
finance for non-
financial
managers.
Suitable for DMS,***
Page 78/254

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Finance For Non
***MBA and BTEC
Higher National
Managers In A
Work***

***THE ULTIMATE
BEGINNER'S
GUIDE TO
TAKING
CONTROL OF
YOUR FINANCES
INCLUDES
FILLABLE
SIMPLIFIED
BUDGET***

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Teach Yourself
Finance For Non
Financial
Professionals In A
Week

**SPREADSHEET
AND OTHER
ESSENTIAL
DIGITAL ASSETS**

*Are you tired of
feeling stressed
out and
overwhelmed
when you think
about your
finances? Have
you gotten
frustrated with*

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Finance For Non
personal finance
Financial
advice from
Managers In A
Week
“experts” that
doesn't feel like it
speaks to your
unique financial
situation? No
matter where you
are in your
financial journey
Personal Finance
QuickStart
Guidecovers

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Finance For Non
Financial
Managers In A
Week

***everything you
need to know to
make a positive
financial change
in your life. At a
time when 80% of
US workers live
paycheck to
paycheck and as
many as 40% of
Americans can't
afford a surprise
\$400 expense it***

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Finance For Non
Financial
Managers In A
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***has never been
more important
to take control of
your financial
wellbeing. In
Personal Finance
QuickStart Guide
author,
podcaster, and
financial advisor
Morgen B.
Rochard CFA,
CFP® , RLP®***

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Finance For Non
Financial
Managers In A
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***pulls back the
personal finance
curtain to present
personal finance
wisdom that is so
simple anyone
can start putting
it to use today.
Morgen has
distilled a
career's worth of
experience in the
financial world***

Read Online
Teach Yourself
Finance For Non
into an
Financial
uncommonly
Managers In A
helpful guide to
Week
the common
money problems
we all face. Filled
with personal
stories told in her
straightforward
and candid style,
this book is the
missing
ingredient for

Read Online
Teach Yourself
Finance For Non
***anyone who
wants to take
control of their
finances and live
their most
fulfilled life. It
doesn't matter
where you are on
your financial
journey, how
much experience
you have, or how
much money you***

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week

***have in the
bank—you can
make the
financial changes
needed to build
the fulfilling life
you deserve with
the time-tested
and proven
personal finance
wisdom enclosed
in this book.***

Personal Finance

Page 87/254

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Finance For Non
Financial
Managers In A
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***QuickStart Guide
Is Perfect For: -
Millennials who
feel like they
never got a
handle on their
finances and
want to catch up -
Young adults who
want to build a
good financial
foundation for
the future -***

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Teach Yourself
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Working
Financial
professionals who
Managers In A
are thinking
Week
about retirement
- Anyone looking
to make a
financial change
in their life and
build wealth
Personal Finance
QuickStart Guide
Covers: - How to
think about

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Teach Yourself
Finance For Non
*money and craft
your own positive
money mindset -
Repairing your
credit score to
increase your
buying power and
provide more
freedom in your
life - The
difference
between good and
bad debt and how*

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Finance For Non
Financial
Managers In A
Week

***to pay down and
manage debt -
Financial goal
setting with
actionable steps
to accomplish
your goals - How
to prepare for
retirement and
secure your own
financially
independent
future Personal***

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week

***Finance
QuickStart Guide
Will Teach You: -
How to build a
positive money
mindset, analyze
your own money
habits, and
secure your own
financial freedom
for good times
and bad - How to
effectively***

Read Online
Teach Yourself
Finance For Non
*manage and pay
down debt, the
difference
between good and
bad debt, and
how to raise your
credit score (and
keep it high) -
How to translate
your dreams into
a financial reality
without
restrictive*

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Teach Yourself
Finance For Non
*budgeting or
Financial
Managers In A
Week*
*beating yourself
up over daily
spending - The
best way to
prepare for major
life events like
home buying,
weddings, and
sending kids off
to college - Yes,
you need to
invest—how to*

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Teach Yourself
Finance For Non
***put your money
to work for you
without assuming
a mountain of
risk or learning
complicated
charts - How to
prepare for
retirement the
smart way, what
to do if you come
into money, how
to reduce your***

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Teach Yourself
Finance For Non
*tax burden and
more—your entire
personal finance
journey is in
these pages!*

***LIFETIME
ACCESS TO FREE
PERSONAL
FINANCE
DIGITAL
ASSETS* Easy to
use Simplified
Budget**

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

***Spreadsheet - 1
Page Personal
Finance Plan -
Effective Goal
Setting Workbook
- Additional
visual aids,
infographics and
more!***

***The books in this
bite-sized new
series contain no
complicated***

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Teach Yourself
Finance For Non
techniques or
Financial
tricky materials,
Managers In A
making them
Week
ideal for the busy,
the time-
pressured or the
merely curious
Understand Basic
Business Finance
is a short, simple
and to-the-point
guide to the
mysteries of

Read Online
Teach Yourself
Finance For Non
financial
Financial
reporting. In just
Managers In A
96 pages, the
Week
reader will gain a
better
understanding of
the jargon, the
methods used to
prepare the
numbers and
what accountants
actually do. Ideal
for the busy, the

Read Online
Teach Yourself
Finance For Non
time-pressured or
Financial
Managers In A
Week
***Understand Basic
Business Finance
is a quick, no-
effort way to
understanding
the concepts and
principles of
financial
management.
grasp the basics***

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week
*of finance read
accounts budget
effectively
understand
financial reports
control cash flow*
AN

**INTRODUCTION
TO FINANCIAL
REPORTS--WITH
NEW TACTICS
FOR BUDGETING
AND**

Read Online

Teach Yourself

Finance For Non

Financial

Managers In A

Week

***PINPOINTING
KEY FINANCIAL
AREAS*** *Financial
decisions impact
virtually every
area of your
company. As a
manager, it's up
to you to
understand how
and why. Finance
for Nonfinancial
Managers helps*

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week

***you understand
the information
in essential
financial reports
and then shows
you how to use
that
understanding to
make informed,
intelligent
decisions. It
provides a solid
working***

Read Online
Teach Yourself
Finance For Non
Financial
Managers In A
Week

***knowledge of:
Basic Financial
Reports--All
about balance
sheets, income
statements, cash
flow statements,
and more Cost Ac
counting--Method
s to assess which
products or
services are most
profitable to your***

Read Online
Teach Yourself
Finance For Non
***firm Operational
Planning and
Budgeting--Ways
to use financial
knowledge to
strengthen your
company
Briefcase Books,
written
specifically for
today's busy
manager, feature
eye-catching***

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

***icons, checklists,
and sidebars to
guide managers
step-by-step
through everyday
workplace
situations. Look
for these
innovative design
features to help
you navigate
through each
page: Key Terms:***

Read Online

Teach Yourself

Finance For Non

**Clear definitions
of key terms and
concepts**

Smart

Managing:

Tactics and

strategies for

managing change

Tricks of the

Trade: Tips for

executing the

tactics in the

book Mistake

Proofing:

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

***Practical advice
for minimizing
the possibility of
error Caution:***

***Warning signs for
when things are
about to go
wrong For***

Example:

***Examples of
successful chang
e-management
tactics Tools:***

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Finance For Non
Financial
Managers In A
Week

***Specific planning
procedures,
tactics, and
hands-on
techniques***

***The Only
Personal Finance
System for People
with Not-so-
regular Jobs***

***Introduction to
Finance***

From Theory to

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Finance For Non
Practice
Financial
Management
Understand Basic
Business Finance
Markets,
Investments, and
Financial
Management
Shares
strategies for
accumulating
real-world

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Teach Yourself
Finance For Non
wealth while
Financial
staying
Managers In A
Week
independently
employed,
distilling
lessons from a
variety of
sources
effectively
used by the
authors during
the recent
financial

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Finance For Non
crisis.
Financial
Managers In A
Week
reports speak
their own
language, and
managers
without a
strong finance
background
often find
themselves
bewildered by
what is being

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

*said. Finance
for
NonFinancial
Managers helps
managers become
familiar with
essential
financial
information,
showing them
how to "speak
the language of
numbers" and*

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

*implement
financial data
in their daily
business
decisions. In
addition, it
clarifies how
and why
financial
decisions
impact business
and operational
objectives.*

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Finance For Non

*The book
Financial
Managers In A
Week
Finance for
Executives: A
Practical Guide
for Managers
meets the needs
of global
executives,
both finance as
well as non-
financial
managers. It is
a practical and*

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fundamental
Financial
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reference book
for any
manager, as it
makes a perfect
balance of
financial
management
theory and
practice. It
focuses on
corporate

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Financial
Managers In A
Week

*finance
concepts from
value creation
to derivatives,
including cost
of capital (and
WACC),
valuation,
financing
policies,
project
evaluation, and
many other*

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

*essential
finance
definitions.
Finance for
Executives
makes finance
simple and
intuitive,
through the use
of real world
data (brief
company case
studies and*

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Finance For Non
empirical
examples of
Managers In A
Week
Excel financial
modelling
tools, and
practical short
chapters.
Target Audience
This finance
book is
appropriate for
business

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executives,
Financial
from all
Managers In A
backgrounds,
Week
seeking to
Focus on the
links between
financial
management and
the strategy of
their company,
be it a private
or publicly
traded company

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Financial

Managers In A

Week

*Discover how to
create value
for their
company and
boost its
financial
performance*

*Understand the
key topics of
corporate
finance for non-
financial
managers Create*

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Finance For Non
Financial
Managers In A
Week
*a cost of
capital culture
within a
company Refresh
and broaden
their
understanding
of the latest
financial
concepts and
tools Learn
about financial
management for*

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Week

*decision makers
- including
financing and
dividend
policies,
company
valuation,
mergers and
acquisitions
(M&As), project
evaluation,
cost of capital
(WACC)*

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Financial
Managers In A
Week
*estimation, or
risk management
and derivatives
Finance for
Executives is
suited as a
finance
textbook for
corporate
finance
programs,
executive
education*

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courses, as
Financial
well as in MBA,
Managers In A
Week
master's, and
executive MBA
programs.

Indeed, the
book is based
on many years
of executive
education and
consulting with
world-class
corporations

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Financial
Managers In A
Week

*from all
continents of
the world. What
Is This Book
About? Finance
should be fun,
and practical
as well. With
this book at
hand, you will
have access to
a set of tools
that will help*

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Finance For Non
Financial
Managers In A
Week
*you develop
your intuition
for solving key
financial
problems,
improve your
business
decisions, and
formulate
strategies.
This finance
for managers'
reference book*

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Teach Yourself
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Financial
Managers In A
Week

*is based on
Simplicity -
The core
concepts in
corporate
finance are
simple, and
will become
intuitively
clear after
using this book
Conciseness -
The chapters*

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Teach Yourself
Finance For Non
Financial
Managers In A
Week
*are short and
self-contained
to appeal to
busy executives
who are keen on
value-added
activities
Practical focus
- The key
concepts of
financial
management are
explained (and*

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Financial
Managers In A
Week
*linked to Excel
modelling
tools), while
you learn to
identify the
problems and
pitfalls of
different
managerial
choices
Application of
theory to
practice - It*

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Teach Yourself
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Financial
Managers In A
Week
*highlights key
academic
research
results that
are relevant
for
practitioners
Real-world
focus - The
book includes
empirical data
on several
companies and*

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industries
Financial
around the
Managers In A
world. Working
Week
with real-world
problems and
real-world data
is more
fruitful than
theoretical
discussions on
formulas Excel
Templates An
Excel

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spreadsheet
Financial
containing all
Managers In A
the financial
Week
models used in
the different
chapters is
available for
download from
the book's
website.
Practitioners
will find the
file easy to

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Financial
Managers In A
Week
*customize to
their own
requirements.
It is useful in
a variety of
situations:
value creation
and its
decomposition
into managerial
drivers or key
performance
indicators*

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Financial
Managers In A
Week
(KPIs), cost of
capital (WACC)
estimation,
project
evaluation,
mergers and
acquisitions,
company
valuation,
derivatives
valuation, etc.
Editorial
Reviews An

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excellent teach-

yourself

financial

Managers In A

Week

primer

for non-

financial

executives,

and, I dare

say, even for

most finance

executives.

Ravi Kant, Vice

Chairman, Tata

Motors, India

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*The finance
reference book
for the desk of
ANY manager.*

*Michel Demaré,
Chairman of the
Board,*

*Syngenta,
Switzerland The
perfect balance
of practice and
theory. Geert
Bekaert,*

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Week

*Professor of
Finance,
Columbia
Business
School, USA A
key tool to
improve your
business
decisions.*

*Thilo
Mannhardt, CEO
of Ultrapar,
Brazil Finance*

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Managers In A
Week
*for Executives
is easy to
follow, and
makes a boring
subject
actually quite
exciting.
Severin Schwan,
CEO, Roche
Group,
Switzerland A
must-have for
your list of*

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Week
favorites. José
Manuel Campa,
Professor of
Finance, IESE
Business
School, Spain
The world of
finance and
accountancy can
seem one of
impenetrable
mystery but it
is one that

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Financial
Managers In A
Week

*many managers
have to face in
their day to
day lives. With
its
comprehensive
coverage of the
subject, this
book allows you
not only to ask
pertinent
questions but
also to*

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Financial
Managers In A
Week

*understand the
answers.
Chapter by
chapter, the
workings of
finance are
mapped out and
laid bare - the
formal reports,
the methods
used to prepare
the numbers and
what*

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Teach Yourself
Finance For Non
accountants
Financial
actually do
Managers In A
every day. This
Week
edition is
fully updated
to reflect
current
allowances,
rates and
regulations and
further
information. It
also includes

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Financial
Managers In A
Week

even more questions (with comprehensive answers) to challenge the reader's understanding. Detailed explanations are provided in a clear, jargon-free style and backed up with

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Financial
Managers In A
Week

lots of
practical
examples. Areas
covered
include: -
basic
terminology -
accounting
concepts and
principles -
profit & loss
accounts and
cash flow

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Teach Yourself
Finance For Non
*management -
Financial
Managers In A
Week -
corporate
financial
planning. There
is also a
section on
personal
finance. NOT
GOT MUCH TIME?
One and five-*

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minute
Financial
introductions
Managers In A
to key
Week
principles to
get you
started. AUTHOR
INSIGHTS Lots
of instant help
with common
problems and
quick tips for
success, based
on the author's

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*many years of
experience.*

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book and online
to keep track
of your
progress.*

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KNOWLEDGE** *Extra
online articles
at www.teachyourself.com to*

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give you a
richer
understanding
of finance.

THINGS TO
REMEMBER Quick
refreshers to
help you
remember the
key facts. TRY
THIS Innovative
exercises
illustrate what

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Finance For Non
you've learnt
Financial
and how to use
Managers In A
it.

Ditch debt,
save money and
build real
wealth

It's Not Common
Cent\$

Unpuzzling
Finance

Investment
Performance

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Measurement
Ask a Manager
Managers In A
Week
Core Concepts,
Student Value
Edition

The highly
motivational "in
a week"
structure of the
book provides
seven
straightforward

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Finance For Non
Financial
Managers In A
Week

chapters
explaining the
key points about
the financial life
of any company,
and at the end
there are
optional
questions to
ensure readers
have taken it all
in. There are

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Financial
Managers In A
Week
also explanatory
cartoons and
diagrams
throughout, to
help make this
book a more
enjoyable and
effective
learning
experience.

Written by
Roger Mason, a

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Financial
Managers In A
Week

leading expert
on business
finance as both
a coach and a
practitioner,
this book
quickly teaches
you the insider
secrets you
need to know to
in order become
confident with

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financial issues.
Financial
So what are you
Managers In A
Week
waiting for? Let
this book put
you on the fast
track to
success!

We all know
money and
finance. We
have learnt it
over our journey

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Financial
Managers In A
Week

called life with
"transactions"
becoming
"learning
experiences" of
life. When it
comes to
money, there is
no better way of
learning rather
than doing it
yourself. But, at

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Finance For Non
Financial
Managers In A
Week

times, we miss
the lessons
provided by life
and we tend to
repeat our
mistakes.

Whether you
like reading or
not, this book
will help you to
pause, do a
reality check

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Financial
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Week
and continue
again in your
wealth creation
journey of life. It
will help you
reflect on the
mistakes, we
generally make,
in our day to
day lives with
regards to
money. The

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entire wealth
Financial
cycle of earning,
Managers In A
saving,
Week
investing and
enjoying wealth
is covered in a
very simple, day
to day language
in the book.

Practical
examples,
dialogues with

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Financial
Managers In A
Week

real people and
experiences
from shopping
malls to movie
theaters and
cabs to airports
are covered to
put across a
point. If you
were to
summarize this
book in one line,

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Financial
Managers In A
Week

it would be a
"super self help
guide to
eliminating
financial
challenges in
life". Go ahead
and have a
happy reading
experience.

Finance for Non-
Finance: 01 The

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Financial
Managers In A
Week
Focus: About
the Book 02
About the
Author... 03
Preface 04 A
Non Finance
Person's
Perspective 05
Step 1: Knowing
Your Finances -
What do I need
to know as a

Read Online
Teach Yourself
Finance For Non
non-finance
person?.. 06

Step 2: Savings

- Do they really
create wealth in
today's times?

07 Step 3:

Borrowings -

How to raise
money when

needed? 08 Step

4: Investments -

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Week

Trees where
money will grow

09 Step 5:
Fundamentals
of Financial
Statements 10
Step 6: Income
& Expense
Statement 11
Step 7: What
are Assets? 12
Step 8: What

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Week

are Liabilities?
13 Step 9: What
are Ratios and
how do they
help track
Wealth
Creation? 14
Step 10: What
are Cash Flows
& why they are
most critical in
Wealth

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Week
Creation? 15
Practical
Exercises 16
Practical
Exercise
Solutions 17
Keys to Self
Assessment
Questions 18
Glossary of
Select Financial
Terms

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Score your highest in corporate finance The math, formulas, and problems associated with corporate finance can be daunting to the uninitiated.

Corporate

Read Online
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Finance For Non
Financial
Managers In A
Week
Finance For
Dummies
introduces you
to the practices
of determining
an operating
budget,
calculating
future cash
flow, and
scenario
analysis in a

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Teach Yourself
Finance For Non
friendly, un-
Financial
intimidating
Managers In A
way that makes
Week
comprehension
easy. Corporate
Finance For
Dummies covers
everything you'll
encounter in a
course on
corporate
finance,

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Teach Yourself
Finance For Non
Financial
Managers In A
Week
including
accounting
statements,
cash flow,
raising and
managing
capital,
choosing
investments;
managing risk;
determining
dividends;

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mergers and
acquisitions;
and valuation.
Serves as an
excellent
resource to
supplement
coursework
related to
corporate
finance Gives
you the tools

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and advice you
need to
understand
corporate
finance
principles and
strategies
Provides
information on
the risks and
rewards
associated with

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corporate
Financial
finance and
Managers In A
lending With ea
Week
sy-to-
understand
explanations
and examples,
Corporate
Finance For
Dummies is a
helpful study
guide to

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

accompany your
coursework,
explaining the
tough stuff in a
way you can
understand.
Numbers don't
lie-when you
know how to
read them.
Frustrated by
financial

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Teach Yourself
Finance For Non
statements?
Financial
Dread the
Managers In A
budget process?
Week
The Essentials
of Finance and
Accounting for
Nonfinancial
Managers is
here to help.
This new edition
of a business
classic

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Financial
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Week

demystifies
finance and
accounting and
gives managers
the tools they
need make
better decisions.
Packed with
fresh insights
and the latest
information on
accounting

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regulations,
Financial
international
Managers In A
accounting
Week
practices, and
global business
trends, the book
reveals how to:
* Understand
the
fundamentals of
financial
analysis,

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Teach Yourself
Finance For Non
Financial
Managers In A
Week
budgeting, and
forecasting *
Interpret
balance sheets,
income/cash
flow statements,
and annual
reports * Sift
through
conflicting data
to find the most
relevant figures

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Finance For Non
Financial
Managers In A
Week

* Locate key information about competitors and suppliers *

Analyze variances and calculate break-even points and other vital measures * And much more

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Teach Yourself
Finance For Non
Financial
Managers In A
Week

Expanded case
studies and
practice
exercises

reinforce the
lessons and let
you strengthen
your skills.

Imagine the
impact when
you grasp not
only what the

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Teach Yourself
Finance For Non
numbers mean-
Financial
but how you can
Managers In A
use that
Week
intelligence to
drive your
business
forward.
A 30-Day
Personal
Finance Crash
Course for
College

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Students and
Young Adults.
How to Manage
Money, Save
Money Fast, Pay
Off Debt and
Invest in the
Stock Market.
Finance for Non-
financial
Managers in a
Week

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Managers In A
Week
Operations
Management in
the Travel
Industry, 2nd
Edition
Finance for Non-
Financial
Managers:
Teach Yourself

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Clever Girl Finance

Do you want to get out of debt, save money and retire a millionaire, without giving up everything you enjoy? Then this book is for you. Did you learn about money management and building wealth at school? Nope,

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Finance For Non
Financial
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Week

neither did I Do you
feel overwhelmed by
all the 'money stuff'
you're supposed to
know, but don't know
at all? You're not
alone Adulting is
hard. And no matter
how old you are, if
you don't know how
to handle your
money, it can be
difficult to feel like an
actual adult. Even

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though you may be enjoying some independence and even be supporting yourself with a job, you may feel totally clueless when people start talking about insurance, taxes, and investments. And it's not your fault.

Personal finance was not taught to us in school. We weren't

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Mergers & A
Week

taught about budgeting, stocks, or mortgages. We didn't learn about what we can do with our money so we don't lose it to inflation. In fact, according to a recent study by the TIAA Institute, only 16% of Americans aged 18-37 are considered financially literate. The good

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news is you're still young. It is not too late to set yourself up for long-term financial success. And don't worry. It doesn't have to be hard - you shouldn't be intimidated by terms like compounding and risk diversification. I will break it down for you. I've been in your

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Week

shoes before, and I get it. My goal is to empower you with the financial knowledge that no one teaches at school. Knowledge that I had to learn the hard way. No matter what your finances look like right now, this 30-day crash course will take you from broke and clueless to financially

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literate and
Financial
independent in no
time. Simply follow
My step-by-step plan.
30 days is all you
need to change your
money habits and
change your life. In
It's Not Common
Cent\$, you will
discover: How to
become financially
literate and build
good financial habits

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Financial
Managers In A
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in less than a month,
even if you're
completely broke
right now A foolproof
budgeting hack that
allows you to spend
guilt-free on the
things you love How
to save money
consistently and
effortlessly without
having to monitor
your bank account
every month Why

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paying off your
student loans is a
more urgent concern
if you're American
than if you're British
The secret to building
up a solid credit
history without
drowning yourself in
debt The millionaires'
secret to building
wealth that you can
easily follow, without
a financial advisor

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Tax preparation in terms you'll understand - don't pay a single cent more in taxes than you have to How to invest smartly using this "lazy" strategy that requires minimal funds and even less effort And much more. If you're thinking this is something you can

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Financial
delay until you're
older, think again.

The millionaires of
today didn't start

building wealth
yesterday. If you wait
too long to learn the
basics, you could find
yourself neck-deep in
debt or end up having
zero dollars saved up
for an emergency.

And then you'll have
to work twice as hard

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to get yourself back to where you are now. Don't get left behind because you're too lazy or too scared. The concepts in this book are simple, easy to digest, and most importantly, FUN. Pick it up, and I promise you won't want to put it down. If you want concrete, actionable advice on

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Financial
Managers In A
Week

how to get a grip on your finances in just 30 days, then scroll up and click the "Add to Cart" button right now.

Dave Ramsey explains those scriptural guidelines for handling money.

DON ' T LET YOUR
FEAR OF FINANCE
GET IN THE WAY OF
YOUR SUCCESS Can

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you prepare a
breakeven analysis?

Do you know the
difference between an
income statement and
a balance sheet? Or
understand why a
business that 's
profitable can still go
belly-up? Has your
grasp of your
company 's numbers
helped—or
hurt—your career?

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Financial
Managers In A
Web-Go-Home
Whether you're new to finance or you just need a refresher, this go-to guide will give you the tools and confidence you need to master the fundamentals, as all good managers must. The HBR Guide to Finance Basics for Managers will help you: Learn the language of finance

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Finance For Non
Financial
Managers I Shift
your team ' s focus
from revenues to
profits Assess your
vulnerability to
industry downturns
Use financial data to
defend budget
requests Invest
smartly through
cost/benefit analysis
Take charge of your

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Finance For Non
financial
independence – the
Clever Girl way Join
the ranks of
thousands of smart
and savvy women
who have turned to
money expert and
author Bola Sokunbi
for guidance on
ditching debt, saving
money, and building
real wealth. Sokunbi,

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Finance For Non
Financial
Entrepreneurs In A
Week

the force behind the
hugely popular Clever
Girl Finance website,
draws on her
personal money
mistakes and
financial redemption
to educate and
empower a new
generation of women
on their journey to
financial freedom.
Lighthearted and
accessible, Clever Girl

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Financial
Managers in A
World

Finance encourages women to talk about money and financial wellness and shows them how to navigate their own murky financial waters and come out afloat on the other side.

Monitor your expenses, build a budget, and stick with it Make the most of a modest salary and

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Financial
Managers & A
Week

still have money to
spare Keep your

credit in check and

clean up credit card

chaos Start and

succeed at your side

hustle Build a nest

egg and invest in

your future

Transform your

money mindset and

be accountable for

your financial well-

being Feel the power

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Managers In A
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of real-world stories
from other “clever
girls” Put yourself
on the path to
financial success with
the valuable lessons
learned from Clever
Girl Finance.

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Financial Managers
Teach Yourself
The Essentials of
Finance and
Accounting for

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Financial
Managers
Finance For Non-
Financial Managers In
A Week

Rich Dad, Poor Dad
Teach Yourself
Finance for Non
Financial Managers

*This book introduces
machine learning
methods in finance. It
presents a unified*

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Finance For Non
*treatment of machine
Financial
learning and various
Managers In A
statistical and
Week
computational
disciplines in
quantitative finance,
such as financial
econometrics and
discrete time
stochastic control,
with an emphasis on
how theory and
hypothesis tests*

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Finance For Non
Financial
Managers In A
Week

*inform the choice of
algorithm for
financial data
modeling and decision
making. With the
trend towards
increasing
computational
resources and larger
datasets, machine
learning has grown
into an important
skillset for the*

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Week

finance industry. This book is written for advanced graduate students and academics in financial econometrics, mathematical finance and applied statistics, in addition to quants and data scientists in the field of quantitative finance.

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Finance For Non

*Machine Learning in
Finance: From*

*Theory to Practice is
divided into three*

parts, each part

covering theory and

applications. The first

presents supervised

learning for cross-

sectional data from

both a Bayesian and

frequentist

perspective. The more

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advanced material
Financial
places a firm
Managers In A
Week
emphasis on neural
networks, including
deep learning, as well
as Gaussian processes,
with examples in
investment
management and
derivative modeling.
The second part
presents supervised
learning for time

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*series data, arguably
the most common data
type used in finance
with examples in
trading, stochastic
volatility and fixed
income modeling.
Finally, the third part
presents
reinforcement
learning and its
applications in
trading, investment*

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and wealth
Financial
management. Python
Managers In A
code examples are
Week
provided to support
the readers'
understanding of the
methodologies and
applications. The
book also includes
more than 80
mathematical and
programming
exercises, with worked

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*solutions available to
instructors. As a
bridge to research in
this emergent field,
the final chapter
presents the frontiers
of machine learning
in finance from a
researcher's
perspective,
highlighting how
many well-known
concepts in statistical*

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*physics are likely to
emerge as important
methodologies for
machine learning in
finance.*

*"Filled with crystal-
clear examples, the
book helps you
understand: balance
sheets and
income/cash flow
statements; annual
reports; fixed-cost*

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*and variable-cost
issues; financial
analysis, budgeting,
and forecasting; and
much more"--Back
cover.*

*The Finance Book
will help you think
and manage like a
financial strategist.
Written specifically
for non-finance
professionals, it will*

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Teach Yourself
Finance For Non-
Financial
Managers In A
Week

*give you all you need
to know to manage
your business more
effectively and think
more strategically. It
will help you to: Have
the confidence to read
and interpret
financial statements
Ask the right
questions about
financial
performance Apply*

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important financial
tools and ratios Learn
Financial
how to think
Managers In A
Week
financially and make
better strategic
financial decisions
Covering business
finance, accounting
fundamentals,
budgeting,
profitability and cash
management, you'll
find the tools you

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Financial
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*need in order to make
the best financial
decisions for your
business. 'Essential
reading for any non-
finance professional.
This is an easy to read
and practical guide to
the world of finance.'
Paul Herman, Group
CEO, Bluebox
Corporate Finance 'A
really helpful, well*

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Financial
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*organised and easy to
understand primer
and reference book
for those who aren't
accountants but still
need to understand
the accounts.' Roger
Siddle, Chairman,
Cordium Group 'A
great book. At last, a
guide that demystifies
and encourages
business owners to*

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practically
Financial
understand financial
Managers In A
matters. A must read.'
Week
Gordon Vater CEO,
RiiG Limited
Investment
Performance
Measurement Over
the past two decades,
the importance of
measuring,
presenting, and
evaluating investment

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*performance results
has dramatically
increased. With the
growth of capital
market data services,
the development of
quantitative
analytical techniques,
and the widespread
acceptance of Global
Investment
Performance
Standards (GIPS®),*

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this discipline has emerged as a central component of effective asset management and, thanks in part to the Certificate in Investment Performance Measurement (CIPM) program, has become a recognized area of specialization for

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investment
Financial
professionals. That's
Managers In A
why Investment
Week
Performance
Measurement:
Evaluating and
Presenting
Results—the second
essential title in the
CFA Institute
Investment
Perspectives
series—has been

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created. CFA Institute has a long tradition of publishing content from industry thought leaders, and now this new collection offers unparalleled guidance to those working in the rapidly evolving field of investment management.

*Drawing from the
Research Foundation*

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*of CFA Institute, the
Financial Analysts
Journal, CFA
Institute Conference
Proceedings
Quarterly, CFA
Magazine, and the
CIPM curriculum,
this reliable resource
taps into the vast store
of knowledge of some
of today's most
prominent thought*

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leaders—from
Financial
industry professionals
Managers In A
to respected
Week
academics—who have
focused on investment
performance
evaluation for a
majority of their
careers. Divided into
five comprehensive
parts, this timely
volume opens with an
extensive overview of

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performance
measurement,
attribution, and
appraisal. Here, you'll
become familiar with
everything from the
algebra of time-
weighted and money-
weighted rates of
return to the
objectives and
techniques of
performance

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*appraisal. After this
informative
introduction,
Investment
Performance
Measurement moves
on to: Provide a solid
understanding of the
theoretical grounds
for benchmarking
and the trade-offs
encountered during
practice in Part II:*

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Financial
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Performance

Measurement

Describe the different aspects of attribution analysis as well as the determinants of portfolio

performance in Part

III: Performance

Attribution Address

everything from

hedge fund risks and

returns to fund

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Finance For Non
*management changes
and equity style shifts
in Part IV:*

Performance

*Appraisal Recount the
history and explain
the provisions of the
GIPS*

*standards—with
attention paid to the
many practical issues
that arise in the
course of its*

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Finance For Non
implementation—in
Financial
Part V: Global
Managers In A
Investment

Performance
Standards Filled with
invaluable insights
from more than fifty
experienced
contributors, this
practical guide will
enhance your
understanding of
investment

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performance
measurement and put
you in a better
position to present and
evaluate results in the
most effective way
possible.

The Quick and Easy
Way to Learn the
Basics of Finance for
Non-Finance
Managers
Personal Finance

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Finance For Non
QuickStart Guide
Financial
The Simplified
Managers In A
Beginner's Guide to
Week
Eliminating Financial
Stress, Building
Wealth, and
Achieving Financial
Freedom
Understand the
numbers even if
you're not a finance
professional
Advances in

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Finance For Non
Financial Machine
Learning

The Finance Book

*Not a financial
manger-- but
need to know
the basics?*

*Mason teaches
you how profit
statements,
balance
statements, and*

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budgets are constructed, so that you can prepare and use them.

If you need to understand accounting jargon and to interpret your company's financial reports

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and accounts
Financial
Finance for Non-
Managers In A
Financial
Week
Managers:
Teach Yourself
strips away the
mystery from
finance and
accountancy
and opens the
door to financial
understanding.

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*Unpuzzling
Finance goes
straight to the
heart of the
basics of finance
by looking at
the three main
financial
statements,
which are: the
Profit and Loss
Account,*

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Week

*Balance Sheet
and Cash Flow.
This book
breaks each
down into their
component
parts and
explains what
they are in clear
and simple
terms.*

Finance For

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Managers In A
Week is a
simple and
straightforward
training course
in finance,
giving you
everything you
need to know in
just seven short
chapters. From

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the profit statement and the balance sheet through to costing and budgets, it will help you deal confidently with questions such as 'What is the return on investment?'

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*'Do we have the
resources?' and
'What are the
cash
implications?'*
You'll also find
exercises to
help you put it
all into action.
This book
introduces you
to the main

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themes and
Financial
ideas finance
Managers In A
and accounting,
Week
giving you a
basic knowledge
and
understanding
of the key
concepts,
together with
practical and th
ought-provoking

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exercises.

*Whether you
choose to read it
in a week or in a
single sitting,
Finance For
Non-Financial
Managers In A
Week is your
fastest route to
success: -*

Sunday: An

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Financial
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Week

*introduction to
the profit
statement -
Monday: An
introduction to
the balance
sheet - Tuesday:
Understanding
published
accounts -
Wednesday:
Accounting*

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ratios and
Financial
investment
Managers In A
decisions -
Week
Thursday: Cash
and the
management of
working capital
- Friday: Costing
- Saturday:
Budgets ABOUT
THE SERIES In
A Week books

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are for
Financial
managers,
Managers In A
leaders, and
Week
business
executives who
want to succeed
at work. From
negotiating and
content
marketing to
finance and
social media,

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the In A Week
Financial
series covers
Managers In A
the business
Week
topics that
really matter
and that will
help you make a
difference
today. Written
in
straightforward
English, each

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book is structured as a seven-day course so that with just a little work each day, you will quickly master the subject. In a fast-changing world, this series enables readers

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*not just to get
up to speed, but
to get ahead.*
*Finance for non-
financial
managers
HBR Guide to
Finance Basics
for Managers
(HBR Guide
Series)
Understand*

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*Finance for Non-
Financial
Managers in a
Week: Teach
Yourself
Evaluating and
Presenting
Results*
Covering the

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Management
Week

**applied managerial
perspective of the
travel industry,
this book looks at
the core disciplines
and the application
of theory to
practice.
Considering
individual and
corporate social
responsibility, it
teaches effective
managerial skills**

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**by reviewing legal
frameworks,
quality
management and
marketing,
financial
management, and
the management
of shareholders
and stakeholders.
It discusses
current trends
such as
sustainability and**

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governmental
emission targets
against a
background of the
needs of a
commercial
business to
innovate and
increase profits. A
valuable tool for
both students and
those working in
the travel industry,
this new edition

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includes new
Financial
content, a revised
Managers In A
structure and all-
Week
new international
case studies.