The Ten Day Mba A Step By Step Guide To Mastering The Skills Taught In Americas Top Business Schools

The 10-Day Hotel Management offers invaluable insights and handholds every aspiring professional in the hospitality sector through a step- by- step guide to Hotel Management Fundamentals WHAT YOU WILL LEARN IN THIS BOOK: Fundamentals of Hotel Management Professional Hotel Terminology Management Concepts THIS BOOK SERVES: Those doing INTERVIEW PREPARATION Those who want to revise HOTEL BASICS Beginners who are about to join HOTEL JOB To learn KEY MANAGEMENT CONCEPTS To brush up knowledge FOR EXAM PREPARATIONS
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'Anyone who has ever wished they attended a top-ten MBA school now has an alternative. Silbiger's The 10-Day MBA. It distils the basics of a top MBA programme. It's interesting, informative and certainly cheaper. I recommend it!' Tom Fischgrund, author of The Insider's Guide to the Top Ten Business Schools A business classic, The 10-Day MBA provides an invaluable guide for all the people who do not have the time or resources to take a full-time business degree, or who require a short revision aid. Internationally acclaimed, this carefully structured and easy-to-read course will enable you to understand the concepts and jargon used in the business world without having to leave your desk. Here is your chance to become familiar with the key tools and theories taught at Harvard and Stanford and other leading business schools - in just ten days!
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The Ten-Day MBA 3rd Ed.A Step-by-Step Guide to Mastering the SkHarper Collins

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Steven Silbiger's international bestseller, The Ten-Day MBA, has already helped thousands master the skills taught at America's top-ten business schools—and at a fraction of the time and staggering cost that acquiring an MBA typically demands. This newly revised fourth edition contains the most up-to-date information available for understanding the intricacies of today's complex global business world. Distilling the material contained in most popular business courses presently offered at Harvard, Stanford, the University of Pennsylvania, the University of Chicago, Northwestern, and the University of Virginia—including leadership, corporate ethics and compliance, financial planning, real estate, and all the latest topics—this invaluable volume will teach you how to: Read and understand financial statements Draft and adopt effective and comprehensive marketing plans Comprehend accounting rules and methods Manage your relationship with your boss Develop corporate strategies Understand the present value concept Use quantitative techniques to evaluate projects Value stock, bond, and option investments Interpret the language of business law Master the most-used MBA jargon . . . and more The information, the expertise, and the confidence you need for success are all in the pages of this remarkable book—at the rate of one easy-to-follow chapter per day.

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Traditional Chinese edition of Naked Economics: Undressing the Dismal Science. The book may be a college economics reference book, but it is not anything like a textbook. The book is written with wit, humor, clear examples, and you don't have to be a student of economics to enjoy the book - yes, the word is "enjoy." Go ahead, read it. Your understanding of economics will improve greatly and effortlessly. In Chinese. Distributed by Tsai Fong Books, Inc.

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A guide to mastering MBA jargon and theory features chapters on finance, marketing, economics, organizational behavior, and ethics

Now totally revised -- the 3rd edition of The Ten-Day MBA includes the latest topics taught at America's top business schools, including leadership, corporate ethics and compliance, financial planning, and real estate. This internationally acclaimed guide (more than 200,000 copies sold in the United States and around the world) distills the material of the most popular business-school courses taught at Harvard, Stanford, the University of Pennsylvania, the University of Chicago, Northwestern, and the University of Virginia. Silbiger's research comes straight from the notes of real MBA students attending these top programs today. You will learn how to: Read and understand financial statements Develop effective and comprehensive marketing plans Understand accounting rules and methods Manage your relationship with your boss Develop corporate strategies Understand the present value concept Use quantitative techniques to evaluate projects Value stock, bond, and option investments Understand the language of business law Master the most-used MBA jargon At the rate of one easy-to-understand chapter a day, this classic business book enables readers to absorb the material, speak the language, and acquire the confidence and experience needed to succeed in the competitive global business world of the twenty-first century.

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Why spend two years in an expensive MBA program when you can learn most of what you need to succeed in a fraction of the time? The Ten-Day MBA (1993) by Steven Silbiger provides the basics of a business school education without the prohibitive time and cost commitment of a formal program… Purchase this in-depth summary to learn more.

Are You Considering Early Retirement? Do You Know Someone Who Is Considering This Momentous Decision? With Retire Early? Make the SMART Choices, Steven Silbiger, CPA, offers a short guide to the big issues of retirement planning—packed on every page with detailed, step-by-step advice. Choosing when to retire is one of the most important—and overlooked—decisions we will make about our lives. Silbiger, author of The Ten-Day MBA, has written the first guide that untangles the complicated issues surrounding early retirement,

based on careful research about the money pitfalls retirees and near-retirees face. He delivers an understandable roadmap that demystifies the confusion about Social Security benefits, and clarifies the choices for anyone considering when and how to retire. Are you thinking about getting the early Social Security check? It can be tempting, but for many this can be a foolhardy decision. For others, it makes perfect sense. Making the smart choice about when to retire can make a $100,000 difference for an individual and $200,000 for a couple. Silbiger guides readers through the key variables that affect the decision to elect early Social Security retirement benefits: What are your early benefits and penalties? How's your health? Are you married? Are you planning on working while retired? What are your cash needs during retirement? By getting a grip on how to manage our investments, cash flow, and real estate, Silbiger shows how we can put thousands of dollars more into our pockets every year. He addresses vital questions about money and retirement that include: Tapping your nest egg for retirement—how to make ends meet? Which retirement investments are for you? Are you prepared to fend off scam artists? Through it all, you'll meet everyday people who have faced the early retirement question and learned how to make the smart choices. Silbiger provides the tools, worksheets, and assessments to avoid costly mistakes, take charge of your financial future, and choose the path to a secure, happy retirement.

Yu Hua conceived this book of essays on China from a writer's perspective while preparing for a lecture on the topic of "A Writer's China in March 2009 at Pomona College. The content soon became a collection of China in its dynamic transition. Allan Barr, Pomona College Professor of Asian Studies comments, ..".partly auto-biographical, it's a commentary on social issues in China." Barr is in the process of translating the book into English. German, Russian, Italian, Portuguese, Swedish, Korean translations are in the work and the French edition titled "La Chine en dix mots" is published 9/2010. Due to potential censorship of the content's overtone, this book will not be published in China. In Chinese. Distributed by Tsai Fong Books, Inc.

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A recognized expert in diversity and founder of DiversityMBAPrep.com illustrates how women in an MBA program can leverage the graduate school experience to catapult their professional careers. • Outlines the four channels that women can use to maximize their business school experience • Reveals the four styles of communication for success in class • Provides practical strategies and tactics for effective relationship and contact management • Offers tools and insights for gaining greater self-awareness and creating a personal brand • Reveals the importance of leveraging the 4C's—classroom, community, career, and clubs Revised and updated to answer the challenges of a rapidly changing business world, the 4th edition of The Ten-Day MBA includes the latest topics taught at America's top business schools, from corporate ethics and compliance to financial planning and real estate to leadership and negotiation. With more than 400,000 copies sold around the world, this internationally acclaimed guide distills the lessons of the most popular business school courses taught at Harvard, Stanford, the University of Pennsylvania, the University of Chicago, Northwestern, and the University of Virginia. Author Steven A. Silbiger delivers research straight from the notes of real MBA students attending these top programs today—giving you the tools you need to get ahead in business and in life.

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Traditional Chinese edition of Made to Stick: Why Some Ideas Survive and Others Die, a Business Week bestseller. An entertaining examination of why some ideas stick to people's consciousness and others don't.

Traditional Chinese edition of Kitchen Confidential: Adventures in the Culinary Underbelly by the famous Anthony Bourdain, host of Anthony Bourdain: No Reservations.

The 30 Day MBA in Business Finance provides a complete 'course' in business finance, covering 13 key topics which fall under three main headings - the Fundamentals of Business Finance, Corporate Capital Structures and Financial Strategies and Special Topics. Learn what they teach you at the world's top accountancy firms and Business Schools and why it matters to you. With guidance on understanding financial reports, assessing the credit worthiness of business partners, determining profitable strategies, raising finance and ensuring proper records, this book contains everything you need to eliminate gaps in your financial knowledge, think like a financial strategist, move out of your disciplinary straight jacket and become a top manager.

If you don t want to spend too much time on an MBA degree, this is the ideal solution. A wholesome course from the world s best business schools, this is a must-buy.

"MBA en diez días procede de la condensación de los materiales empleados en las mejores escuelas de negocios del mundo (Harvard, Stanford, la Universidad de Pensilvania, Northwestern, entre otras), repartidos en diez grandes unidades que se pueden aprender en un día cada una. Este libro imprescindible permitirá al lector aprender a: -Leer y comprender análisis y balances financieros -Trazar e implementar planes de marketing completos y eficaces -Desarollar estrategias empresariales -Entender el significado del concepto de valor actual -Emplear métodos cuantitativos para evaluar proyectos -Valorar inversiones en acciones, bonos y opciones -Dominar las terminología más utilizada en los programas de MBA Toda la información, la experiencia y la confianza necesarias para triunfar en el mundo de la empresa se encuentran en las páginas de este libro, al ritmo de un accesible capítulo al día."--Casadellibro.

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Strategic Marketing Management (8th Edition) outlines the essentials of marketing theory and offers a structured approach to identifying, understanding, and solving marketing problems. This book delineates a comprehensive framework for articulating sound marketing strategies to guide business decisions involving product and service design, branding, pricing, sales promotion, communication, and distribution. The concepts, principles, and frameworks advanced in this book apply to a wide range of organizations, from startups to established market leaders, from packaged-goods manufacturers to value-added service providers, from nonprofit entities to for-profit corporations.

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