

Andrew Scowcroft's Library Index						
	Title	Subtitle and/or my comments in italics	Author	Publisher	Date	Donation Price
1	Basics of a Successful Business Strategy	<i>A timeless guide to the fundamentals of strategic thinking when growing your business</i>	Friedrich and Seiwert	Kogan Page	1994	£2.00
2	Business Etiquette	<i>A guide written for the Indian Professional but valuable for any manager in any culture</i>	Shital Kakkar Mehra	Collins	2012	£2.00
3	80/20 Management	<i>Work smarter, not harder, and quadruple your results</i>	Julie-Ann Amos	Essentials	2001	£2.00
4	A Manager's Guide to Self-Development	<i>Courses aren't the answer to every staff development problem and this book offers tried and tested alternatives</i>	Pedler et al	McGraw-Hill	1986	£2.00
5	Answering Tough Interview Questions for Dummies	<i>Self Explanatory really</i>	Rob Yeung	Wiley	2006	£2.00
6	Are You Managing?	<i>A Guide to Good Management Practice</i>	Peter Stemp	Industrial Society Press	1988	£2.00
7	Business Networking for Dummies	<i>practical advice from a true expert</i>	Stefan Thomas	Wiley	2014	£2.00
8	Business Stripped Bare	<i>Adventures of a Global Entrepreneur</i>	Richard Branson	Virgin	2009	£2.00
9	Cases in Operations Management	<i>A comprehensive set of worked examples for those wishing to streamline their operational processes</i>	Robert Johnstone et al	Prentice Hall	2003	£3.00

10	Clear Your Desk	practical tips for office environments at work and home	Declan Treacy	Business Books	1991	£2.00
11	Communicate Clearly	<i>Getting your message across in a variety of media</i>	Robert Heller	DK	1998	£2.00
12	Corporate Culture - Diagnosis and Change	Auditing and Changing the Culture of Organizations	Desmond Graves	Frances Pinter	1986	£2.00
13	Corporate Strategy	<i>Ansoff is seen by many as the father of strategy</i>	Igor Ansoff	Penguin Business	1988	£2.00
14	Creating a Lean Culture	Tools to sustain lean conversations	David Mann	CRC Press	2005	£2.00
15	Creating a Successful CV	<i>Self explanatory really</i>	Simon Howard	DK	1999	£2.00
16	Designing Organisations	The Foundation for Excellence	Philip Sadler	Mercury	1991	£2.00
17	Developing Organisational Consultancy	<i>Suitable for external and internal consultants alike</i>	Jean E Neumann (ed)	Routledge	1997	£3.00
18	Effective Change	20 ways to make it happen	Andrew Leigh	IPM	1988	£2.00
19	Effective People	Leadership and Organisation Development in Healthcare	Stephen Prosser	Radcliffe Publishing	2005	£2.00
20	Evidence-based Management	A practical guide for health professionals <i>with lessons for managers in all work sectors</i>	Rosemary Stewart	Radcliffe Medical	2002	£2.00
21	Finance for the Non Financial Manager		John Harrison	Thorsons	1989	£3.00
22	Flawless Consulting	A Guide to Getting Your Expertise Used	Peter Block	Jossey-Bass	2000	£3.00
23	Games People Play	The psychology of human relationships	Eric Berne	Penguin Business	1964	£2.00
24	Gods of Management	The changing work of organisations	Charles Handy	Business Books	1991	£2.00

25	Groups	a guide to small group work in healthcare, management, education and research	Glyn elwyn et al	Radcliffe Medical	2001	£2.00
26	Grow Your Own Achievers	A manager's guide to developing effective people	Lesley Morrissey	ILM	2002	£2.00
27	How to Be an Entrepreneur	The 6 secrets of self-made success	Steve Parks	Pearson	2006	£2.00
28	How to Succeed at an Assessment Centre	test taking advice from the experts	Tolley and Wood	Kogan Page	2001	£2.00
29	Images of Organisation	<i>a seminal perspective on how we see and talk about organisations</i>	Gareth Morgan	Sage	1986	£2.00
30	Insanely Simple	The obsession that drives Apple's success (from the man who named iMac)	Ken Segall	Penguin Business	2012	£2.00
31	Inside Organisations	21 Ideas for Managers <i>I have 2 copies</i>	Charles Handy	BBC	1996	£2.00
32	Leading in the NHS	A practical guide <i>with lessons for leaders in all work sectors</i>	Rosemary Stewart	Macmillan	1986	£2.00
33	Lean Six Sigma for Service	How to use lean speed and six sigma quality to improve services and transactions	Michael L George	McGraw-Hill	2003	£2.00
34	Learning Centres	A step by step guide to planning, managing and evaluating an organizational resource centre	Amanda Scott	Kogan Page	1997	£2.00
35	Letters and Contracts	Your personal library of business letters and forms	Duncan Callow (ed)	Indicator	2001	£2.00
36	Making and Taking Career Changes	A vital handbook for those considering a career change	John Lynch	Grosvenor	1994	£2.00
37	Making It Happen	Reflections on Leadership	John Harvey-Jones	Profile	2003	£2.00

38	Management	An abridged and revised version of Management, Tasks, Responsibilities, Practices	Peter Drucker	Pan	1977	£2.00
39	Management Teams	Why they Succeed or Fail <i>Belbin's work continues to be relevant for all work teams</i>	R Meredith Belbin	Heinemann	1981	£2.00
40	Managing for Excellence		Various	DK	2001	£2.00
41	Managing for Success	A Human Approach	Alfred York	Cassell/ILM	1995	£2.00
42	Managing the Training and Development Function		Allan Pepper	Gower	1984	£2.00
43	On Organizational Learning	<i>Argyris continues to be an influential thinker</i>	Chris Argyris	Blackwell	1992	£2.00
44	Onward	How Starbucks Fought for its Life without Losing its Soul	Howard Schultz	Wiley	2011	£2.00
45	Open Minds	21st century business lessons and innovations from St Luke's	Andy Law	Orion	1998	£2.00
46	Operations Management	A practical guide for improving operational processes	Nigel Slack et al	Prentice Hall	2004	£2.00
47	Perfect Time Management	<i>A great reminder of ways to protect time for the important stuff</i>	Ted Johns	Arrow	1993	£2.00
48	Process Consultation Volume II	Lessons for Managers and Consultants who want to add process consultancy skills to their skill base	Edgar H. Shein	Addison-Wesley	1987	£2.00
49	Put Your Mindset to Work	<i>This book recognises that the enablers and barriers to progress are often found in our mindset and offers practical ways to unlock these.</i>	Reed and Stoltz	Portfolio/Penguin	2011	£2.00

50	Strengthen Your Performance in Psychological Tests	<i>If your next job interview involves psychometric testing, then this book will increase your confidence before you sit down to take the tests</i>	Cecile Cesari	Foulsham	1989	£2.00
51	Successful Business Writing	<i>Whilst email and video meetings are the new normal, there is still a place for the well crafted letter and report. This book shows you how to perfect an important form of communication</i>	Seraydarian and Pywell	Cassell/ILM	1994	£2.00
52	The 4-Hour Work Week	Escape the 9-5, live anywhere and join the new rich	Timothy Ferriss	Vermilion	2011	£2.00
53	The 7 Habits of Highly Effective People	<i>A classic in the self development genre</i>	Stephen R Covey	FranklinCovey	1992	£3.00
54	The 8th Habit	From Effectiveness to Greatness	Stephen R Covey	FranklinCovey	2004	£3.00
55	The Genghis Khan Guide to Business	<i>Dynamic Benchmarking the best guide to break even analysis I have encountered</i>	Brian Warnes	Osmosis	1984	£2.00
56	The Manager's Toolkit	box set of 4 books covering- Managing Operations, Information, People and Resources	Peter Grainger	Kogan Page	1994	£3.00
57	The Reality of Management	<i>Timeless advice</i>	Rosemary Stewart	Pan	1963	£2.00
58	The Seven-Day Weekend	A better way to work in the 21st century	Ricardo Semler	Arrow	2003	£2.00
59	Total Quality Management	A total quality approach	Gordon Gattiss	Cassell/ILM	1996	£2.00
60	Tycoon	<i>Sage advice from a Dragon!</i>	Peter Jones	Hodder and Stoughton	2007	£2.00

61	Understanding Organisations	<i>Well used but still intact! - will charge for postage only due to condition</i>	Charles Handy	Penguin Business	1985	£0.00
62	What They Don't Teach You at Harvard Business School	<i>An anarchic, challenging and stimulating look at what it takes to succeed in the real world of business</i>	Mark H. McCormack	Fontana/Collins	1984	£2.00
63	What We Need Now	<i>Hamil is a powerful advocate of handing decision making and responsibility to people in the workplace and this book demonstrates the success stories of those companies that have ceded power to their workforce</i>	Gary Hamell			£3.00