



# Carlos Hilado Memorial State College

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Office of the College Librarian

## LIST OF NEW ACQUISITIONS

### ADMINISTRATIVE OFFICE PROCEDURE AND MANAGEMENT

3G E-Learning LLC (2018). *Theory, practice and techniques in office management*. USA: 3G E-Learning.  
CY 651.3 T41

### ADVANCED FINANCIAL ACCOUNTING, PART II

Balocating, R.D (2018) *Advanced accounting*, volume 2. Quezon City: C & E Publishing, Inc.  
CY 657.046 B19

### APPLICATION DEVELOPMENT

Cornez, T. (2017). *Android programming concepts*. Burlington: MA, Jones & Bartlett Learning.  
CY 005.268 C81

### ART APPRECIATION

Devilles, G. (2018). *Art sense: sensing the arts in the everyday*. Quezon City: C & E Publishing, Inc.  
FR 701.18 D49

### AUDITING

Tabag, E. (2017). *Internal auditing*. Quezon City: MaxCor Publishing House, Inc.  
RB 657.458 T12

### AUDITING THEORY & PROBLEMS

Salosagcol, J. (2018). *Auditing theory: a guide in understanding the Philippine standards on auditing*. Manila: GIC Enterprise & Co., Inc.  
RB 657.45 Sa3

### BANKING AND FINANCIAL INSTITUTIONS

Forester, B. (2018). *Bank management*. New York, NY: Larsen & Keller.  
CY 332.1 F76

Madura, J. (2018). *Financial markets and institutions*. USA: Cengage Learning.  
GS 332 M26

### BASIC OFFICE PROCEDURE

Oliverio, M. E. (2019). *The Office procedures and technology*. USA: South-Western Cengage Learning.  
GS 651.3 OI2

### BIOLOGICAL SCIENCE

Brooker, R. (2018). *Biology*. New York: McGraw-Hill.  
CY 574 B79

Cabrido, A. (2017). *Biology 2. Books Atbp*. Mandaluyong City: Publishing Corp.  
FR 570 C11

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Hoefnagels, M. (2019). *Biology: the essentials*. New York: McGraw-Hill Education.  
CY 570 H67

Hoefnagels, M. (2019). *Biology: concepts and investigations*. New York: McGraw-Hill Education.  
CY 570 H67

Johnson, G. (2018). *The Living world*. New York: McGraw-Hill Education.  
CY 570 J62

Mader, S. (2017). *Inquiry into life*. New York: McGraw-Hill Education.  
FY 570 M26

Mader, S. (2018). *Essentials of biology*. New York: McGraw-Hill Education:  
FR 570 M26

Parry, B. (2018) *Bioinformation*. UK: Polity Press.  
CY 570.285 P25

Starr, C. (2018) *Biology: concepts and applications*. Andover: Cengage Learning.  
CY 574 St2

### **BUSINESS COMMUNICATION**

Barrot, J. (2018). *Business correspondence with style: a guide to effective business English and correspondence for college students and professionals*. Quezon City: C & E Publishing, Inc.  
CY 651.7 B27

### **BUSINESS ETHICS WITH CORPORATE SOCIAL RESPONSIBILITY**

Martin, W. (2018). *Business ethics*. New York: Clanrye International.  
CY 174.4 M36

Schwartz, M. (2017). *Business ethics: an ethical decision-making approach*. UK: John Wiley and Sons, Inc. CY 174.4 Sch9

### **BUSINESS PROCESS OUTSOURCING**

3G E- Learning FZ LLC (2017). *Training and development in BPO*. UAE: 3G E-Learning FZ LLC.  
CY 658.4'058 T41

### **BUSINESS REPORT WRITING**

Newsom, D. (2017). *Public relations writing: Strategies & structures*. Australia: Cengage Learning.  
CY 659.2 N47

### **CALCULUS**

Stewart, J. (2017). *Calculus: Early transcendental*. Singapore: Cengage Learning.  
CY 515 St4

### **COMPUTER**

3G E - Learning LLC (2018). *PC assembly and troubleshooting*. USA: 3G E- Learning LLC.

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CY 004 T41

3G Elearning LLC (2018). *Computer systems servicing: intermediate*. USA: 3G E-Learning LLC.  
CY 004.6 T41

3G Elearning LLC (2017). *Cloud computing*. USA: 3G E-Learning LLC.  
CY 004.6782 T41

3G Elearning LLC, (2018). *Illustrated dictionary of computer science*. New York: 3G E-Learning LLC  
REF 004.03 T41

Harding, M. (2017). *Human-computer interaction*. New York: Larsen & Keller Education.  
CY 004.019 H22

Marinescu, D. (2018). *Cloud computing: Theory and practice*. United States: Morgan Kaufmann Publishers.  
CY 004.6782 M33

### CONTEMPORARY WORLD

Claudio, L. (2018). *The contemporary world*. Quezon City: C & E Publishing, Inc.  
CY 303.4 C57

### COST ACCOUNTING AND COST MANAGEMENT

Blocher, E. (2016). *Cost management: a strategic emphasis*. New York: McGraw-Hill Education.  
CY 658.1552 B62

Cabrera, M. E. (2018). *Cost accounting and control*. Manila: GIC Enterprises & Co., Inc.  
RB 657.42 C12

### CUSTOMER RELATIONS

*Illustrated dictionary of public relations: terms, definitions, examples*. (2018). New York, NY: 3G E-Learning.  
CY 659.03 II6

### DATA STRUCTURES AND ALGORITHMS

Chaudhuri, Anil. (2017) *The art of programming through flowcharts and algorithms*. India: Infinity Press.  
005.133 C39

3G E-Learning LLC (2017). *Data structures and algorithm*. USA: 3G E-Learning LLC.  
CY 005.123 T41

3G E-Learning LLC (2017). *Introduction to algorithm design*. USA: 3G E-Learning LLC.  
CY 005.1 T41

Saltz, J. (2018). *An introduction to data science*. Los Angeles: Sage.  
CY 005.74 Sa3

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## Office of the College Librarian

### DICTIONARY

*Illustrated dictionary of sociology: terms, definitions, examples.* (2018). New York, NY: 3G E-Learning.  
CY 301.03 Il6

### DISCRETE MATHEMATICS

3G E-learning LLC (2017). *Discrete mathematics.* USA: 3G E-learning LLC.  
CY 004.0151 T41

### ECONOMICS

Singh, C.K. (2018). *Modern economics theory.* New Delhi, Delhi: ABD Publishers.  
CY 330 Si6

Tey, H. C. (2017). *Fundamentals of economics.* Malaysia: Oxford University Press.  
CY330 T31

### ENTREPRENEURSHIP

Blundel, R. (2018). *Exploring entrepreneurship.* London: SAGE Publications Ltd.  
CY 658.421 B56

Hisrich, R. (2017). *Entrepreneurship.* Boston: McGraw-Hill.  
CY 658.421 H62

Longenecker, J. (2017). *Small business management: launching & growing entrepreneurial ventures.* USA: Cengage Learning.  
CY 658.421 L86

### ENVIRONMENTAL EDUCATION

Hyndman, D. (2017). *Natural hazards and disasters.* USA: Cengage Learning.  
CY 363.34 H99

Richmond, C. (2017). *Understanding climate change.* New York: Larsen & Keller Education.  
CY 363.738 R41

### ENVIRONMENTAL SCIENCE

Williams, L. (2017). *AP environmental science 2018.* New York: McGraw-Hill Education  
CY 363.70076 W67

### ETHICS

3G E-Learning LLC (2018). *Principles of ethical behavior.* New York: 3G E-Learning LLC.  
CY 174 T41

Cariño, J. (2018). *Fundamentals of ethics.* Quezon City: C & E Publishing, Inc.  
CY 170 C19





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- Cebreros, N. (2015). *Universal ethics and contemporary values*. Manila: Mindshaper Co., Inc.  
CY 170 C32
- Combes, L. M. (2015) *Doing ethics: introduction to moral philosophy*. Manila: Mindshapers Co., Inc.  
CY 170.8 C73
- Hartman, L. (2018). *Business ethics: decision making for personal integrity and social responsibility*. New York, NY: McGraw-Hill Education .  
CY 174.4 H25
- Pasco, M. O. (2018). *Ethics*. Quezon City: C & E Publishing, Inc.  
FR 170 P26
- Pool-Funai, A. (2018). *Ethics in fiscal administration: an introduction*. New York: Routledge.  
FR 172.2 P79

## FICTION

- Areta, A. (2000). *Pangil* Pasig City: ABS-CBN Publishing Inc.  
F Ar3
- Ladd, L. (1990). *Frostfire*. New York: Avon Books  
F L12
- Lindsey, J. (1989). *Savage thunder*. New York: Avon Books.  
F L64
- Stirling, J. (2017). *Scorched*. Oxford: Oxford University Press.  
F St5
- Stirling, J. (2016). *Shaken*. Oxford: OxfordUniversity Press.  
F St5s

## FINANCIAL ACCOUNTING AND REPORTING

- Punzalan, A. (2018). *A comprehensive and procedural approach in advanced financial accounting and reporting (for accounting students and CPA reviewees)*. Manila, Philippines: GIC Enterprises & Co., Inc.  
FR 657 P97
- Stice, E. (2019). *Financial accounting: IFRS edition*. Australia: Cengage.  
CY 657.046 St5
- Tan, P. (2017). *Advanced financial accounting: an IFRS approach*. Singapore: McGraw-Hill Education.  
CY 657.046 T15
- Valix, C. (2016). *Financial accounting, vol. 2*. Manila GIC Enterprises & Co., Inc.  
FR 657.48 V23
- Valix, C. (2015). *Financial accounting: volume one, first part*. Manila: GIC Enterprises & Co., Inc.
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FR 657.48 V23

Weygandt, J. (2019). *Financial accounting with International Financial Reporting Standards*. New Jersey: John Wiley & Sons, Inc.

CY 657.046 W54

### FINANCE

*Illustrated dictionary of business finance: terms, definitions, examples*. (2018). New York, NY: 3G E-Learning.

CY 658.15903 Il6

Mayo, H. (2019). *Basic finance: an introduction to financial institutions, investments, and Management*. USA: Cengage Learning.

CY 332 M45

### FUNDAMENTALS OF DATABASE SYSTEMS

3G E-Learning LLC (2018). *Database systems*. USA: 3G E- Learning LLC.

CY 005.74 T41

Friedrichsen, L. (2017). *Comprehensive Microsoft Office 365 Access 2016*. Australia: Cengage Learning.

CY 005.7565 F91

### GAMES DEVELOPMENT AND ANIMATION

Gibson, Z. (2017). *Fundamentals of game design*. New York, NY: Larsen & Keller.

CY 794.8 G35

### GENDER AND DEVELOPMENT

Ray, R. (2018). *The social life of gender*. California: SAGE Publications, Inc.

CY 305.3 R21

### GOOD GOVERNANCE AND SOCIAL RESPONSIBILITY

Beckers, A. (2018). *Enforcing corporate social responsibility codes: on global self-regulation and national private law*. Oxford: Hart Publishing.

CY 658.408 B38

Wells, J. (2017). *Corporate governance: principles, policies and practices*. New York, NY: Larsen & Keller.

CY 658.4 W46

### HUMAN RESOURCE MANAGEMENT

*Illustrated dictionary of human resource management: terms, definitions, examples*. (2018). New York, NY: 3G E-Learning.

CY 658.3003 Il6

Cascio, W. (2019). *Managing human resources: productivity, quality of work life, profits*. New York, NY: McGraw-Hill Education.

CY 658.3 C26

Lussier, R. (2019). *Human relation in organizations: applications and skill building*. New York: McGraw-Hill Education

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CY 658.3 L97

Noe, R. (2019). *Human resources management: gaining a competitive advantage*. Boston: McGraw-Hill.

GS 658.3 N68

### INDIVIDUAL/DUAL SPORTS/GAMES

Pawar, S. (2016). *How to play bowling*. New Delhi: Prerna Prakashan.

CY 796 P28

Thakur, J. (2016). *How to play front crawl swimming*. New Delhi: Prerna Prakashan.

CY 797.21 T33

### INFORMATION SYSTEMS

Stair, R. (2018). *Fundamentals of information systems*. USA: Cengage Learning.

CY 658.4028 St1

### INTERMEDIATE ACCOUNTING

Kieso, D. (2018). *Intermediate accounting*. United State: John Wiley & Sons, Inc.

CY 657.044 K54

### INTERNATIONAL BUSINESS AND TRADE

Gaspar, J. (2017). *Introduction to global business: understanding the international environment and global business functions*. USA: Cengage Learning.

CY 338.88 G21

### INTRODUCTION OF COMPUTING

3G E-learning LLC (2018). *Computer services management*. New York, NY: 3G E-Learning.

CY 004.0941 T41

Halsey, T. (2018). *Compiler design: principles, techniques and tools*. New York, NY: Larsen & Keller.

CY 005.453 H16

### INVESTMENT MANAGEMENT

Stamp, H. (2018). *Investment management*. New York: Larsen & Keller Education.

CY 332.6 St2

### IS COMPUTER PROGRAMMING I

3G E-learning LLC (2018). *Software testing and user experience*. New York, NY: 3G E-learning, LLC.

CY 005.14 T41

### LIFE AND WORKS OF RIZAL

Obias, R. (2018). *The life and works of Jose Rizal*. Quezon City: C & E Publishing, Inc.

FR 941.25 Ob3

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### LITERATURE

Joshua, T. (2017). *Questions to our answers: poetry and short stories*. Philippines: Penwings Publishing.  
CY 821 J78

### MATHEMATICS IN THE MODERN WORLD

Aufmann, R. (2018). *Mathematical excursions*. USA: Cengage Learning.  
CY 510 Au3

Baltazar, E. C. (2018). *Mathematics in the modern world*. Quezon City: C & E Publishing, Inc.  
CY 510 B21

McGraw-Hill Education (2018). *500 ACT math questions to know by test day*. New York: McGraw Hill Education.  
CY 378.1662 M17

Magcuyao, D. A. (2016). *General mathematics*. Manila: JFS Publishing Services.  
CY 510 M27

Nocon, R. (2018). *Essential mathematics for the modern world*. Quezon City: C & E Publishing, Inc.  
CY 510 N67

### MICROECONOMICS

Mankiw, N. G. (2018) *Principles of microeconomics*. Australia: Cengage.  
CY 338.5 M31

### MULTIMEDIA AUTHORIZING

3G E-Learning (2018). *Visual graphic design: advanced*. UAE: 3G Elearning FZ LLC.  
CY 006.686 T41

### NSTP

Villasoto, H. (2018). *Human person gearing towards social development: NSTP-CWTS 1 worktext for college students*. Quezon City: C & E Publishing, Inc.  
CY 378.103 V71

### OBLIGATIONS AND CONTRACTS

De Leon, H. (2014). *The law on obligations and contracts*. Manila: Rex Book Store.  
FR 346.02 D37

### OPERATING SYSTEM

Barnes, R. (2017). *Operating systems: principles and practice*. New York: Larden & Keller Education.  
CY 005.43 B26

Holcombe, J. (2017). *Survey of operating systems*. New York, NY: McGraw-Hill Education.  
CY 005.43 H69

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### OPERATIONS MANAGEMENT & TQM

Guasch, J. M. (2016). *Total quality management*. Manila: Mindshapers Co., Inc.  
CY 658.562 G93

Jacobs, F. R. (2018). *Operations and supply chain management*. New York: McGraw-Hill Education.  
GS 658.5 J15

### PHYSICAL FITNESS

Alave, J. (2016). *Physical education and health (HOPE 2)*. Manila, Philippines: JFS Publishing Services.  
CY 613.7 A11

Morgan, E. (2018). *Gymnastics: science on the mat and in the air*. New York: Lucent Press.  
CY 796.44 M82

### PHYSICAL SCIENCE

Caballes, D. (2016). *Physical science*. Manila: JFS Publishing Services.  
CY 530 C11

### PRINCIPLES OF MANAGEMENT AND ORGANIZATION

3G E-Learning LLC (2018). *Organization and management*. New York: 3G E-Learning LLC.  
GS 658 T41

Bateman, T. (2017). *Management: leading & collaborating in the competitive world*. New York: McGraw-Hill Irwin.  
CY 658 B32

Enriquez, E. (2016). *Organization and management*. Philippines: JFS Publishing Services.  
CY 658 En7

### PRINCIPLES OF MARKETING

Hackley, C. (2018). *Advertising & promotion*. London: SAGE Publications, Inc.  
CY 659.1 H12

3G Elearning LLC (2017). *Web advertising and online marketing*. USA: 3G E-Learning LLC.  
CY 658.872 T41

### PROGRAM LOGIC FORMATION

Chancellor, C. (2018). *Fundamentals of programming languages*. New York: Larsen & Keller Education.  
CY 005.13 C36

Ohri, A. (2018). *Python for R users: a data science approach*. New Jersey: John Wiley and Sons, Inc.  
CY 005.133 Oh6

Warren, W. (2017) *C++: the programming language*. USA: Larsen & Keller Education.  
CY 005.133 W25





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### PROJECT MANAGEMENT

*Illustrated dictionary of project management: terms, definitions, examples.* (2018). New York, NY: 3G E-Learning.

CY 658.404014 I16

3G E-Learning (2017). *Software project management.* USA: 3G E-learning LLC.

CY 005.106823 T41

Larson, Eric. (2018) *Project management: the managerial process.* Boston: McGraw-Hill.

CY 658.4 L32

### PURPOSIVE COMMUNICATION

Barrot, J. (2018). *Purposive communication in the 21st century.* Quezon City: C & E Publishing, Inc.

CY 808.042 B27

Evans, D. (2017). *Essentials interviewing: a programmed approach to effective communication.*

USA: Cengage Learning.

CY 158.3 Ev1

*Illustrated dictionary of communication and soft skills: terms, definitions, examples.* (2018). New York, NY: 3G E-Learning LLC.

CY 302.203 I16

Madrunio, M. (2018). *Purposive communication: using English in multilingual contexts.* Quezon City: C & E Publishing, Inc.

CY 808.042 M26

Mauk, J. (2019). *The composition of everyday life: a guide to writing.* USA: Cengage Learning, Inc.

CY 808.042 M44

SyGaco, S. (2018). *Principles & competencies in purposive communication (writing, speaking, and presenting to different audiences and for various purposes).* Quezon City: Great Books Publishing.

CY 808.042 Sy3

### QUANTITATIVE METHODS

3G E-Learning LLC (2017). *Quantitative techniques in business.* USA, 3G E-Learning LLC.

CY 658 T41

### READINGS IN PHILIPPINE HISTORY

Torres, J. V. (2018). *Batis : Sources in Philippine history.* Quezon City, C & E Publishing, Inc.

FR 991.4 T63

### RESEARCH

Bartlett, L. (2017). *Rethinking case study research: a comparative approach.* New York: Routledge.

CY 371.39 B28





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Bordens, K. (2018). *Research design and methods: a process approach*. New York: McGraw-Hill Education.  
GS 150.72 B85

Hart, C. (2018). *Doing a literature review: releasing the social science research imagination*. London: SAGE Publications Ltd.  
CY 808.066378 H25

Lazar, J. (2017). *Research methods in human-computer interaction*. United States, Morgan Kaufmann Publishers.  
CY 004.019 L45

Smith, M. (2017). *Research methods in accounting*. London, SAGE Publication Ltd.  
CY 657.072 Sm5

## RISK MANAGEMENT

Aven, T. (2018). *Knowledge in risk assessment and management*. New Jersey: John Wiley and Sons.  
CY 658.155 Av3

Saunders, A. (2018). *Financial institutions management: a risk management approach*. New York: McGraw-Hill Education.  
CY 332.1068 Sa9

Wallace, M. (2018). *The disaster recovery handbook: a step-by-step plan to ensure business continuity and protect vital operations, facilities, and assets*. New York: AMACOM American Management Association.  
CY 658.4056 W15

## SCIENCE

Kennedy, H. (2017). *Earth and planetary science*. New York: Larsen & Keller Education.  
CY 550 K38

Schneider, S. (2018). *Pathways to astronomy*. New York: McGraw-Hill Education.  
CY 520 Sch5

Seeds, M. (2018). *Horizons: exploring the universe*. USA: Cengage Learning.  
CY 520 Se3

Tillery, B. (2019) *Integrated science*. New York: McGraw-Hill Education.  
CY 500 T46

## SCIENCE, TECHNOLOGY & SOCIETY

McNamara, D. J. (2018). *Science, technology, and society*. Quezon City: C & E Publishing, Inc.  
FR 303.483 M23

## SEMINAR IN GOVERNMENTAL MANAGEMENT

Edwards, G. *Introduction to public administration*. New York: Larsen & Keller Education.  
GS 351 Ed9





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## Office of the College Librarian

### SERVICE CULTURE

Evenson, R. (2018). *Customer service management training 101: quick and easy techniques that get great results*. New York: AMACOM.  
GS 658.3'1245 Ev2

### STATISTICS

Bowerman, B. (2017). *Business statistics in practice: using modeling, data, and analytics*. New York: McGraw-Hill Education.  
GS 519.502465 B68

Galliguez, T. *Fundamentals of statistical analysis*. Quezon City: C & E Publishing, Inc.  
GS 519.5 G13

*Business statistics: communicating with numbers*. (2019). New York: McGraw-Hill Education.  
CY 519.5 J18

Lambojon, F. (2017). *Psychological statistics*. Manila: Mindshapers Co., Inc.  
CY 150.15195 L17

Murphy, C. (2018) *Statistics and sampling theory*. New York: Willford Press.  
CY 519.52 M95

### STRATEGIC MANAGEMENT

Rothaermel, F. (2017). *Strategic management*. New York, NY: McGraw-Hill Education.  
CY 658.4012 R74

### THEORY AND PRACTICE OF PUBLIC ADMINISTRATION

D'Agostino, M. (2018). *Governing in a global world: women in public service*. New York: Routledge.  
CY 320.082 D13

### UNDERSTANDING THE SELF

Brawner, D. (2018). *Understanding the self*. Quezon City: C & E Publishing, Inc.  
FR 155.2 B73

Cruz, M. T. (2016). *Personal development*. Mandaluyong City: Books Atbp. Publishing Corp.  
CY 158.1 C88

Engler, B. (2016). *Theories of personality*. Andover: Cengage Learning.  
CY 155.2 En3

Macayan, J. (2018). *Understanding the self: outcome-based module*. Quezon City: C & E Publishing, Inc.  
CY 155.2 M12

### WEB DESIGN AND DEVELOPMENT

*Illustrated dictionary of web programming: terms, definitions, examples*. (2018). New York, NY: 3G E- Learning.  
REF 006.7603 II6

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### ZOOLOGY

Pangilinan, J. (2017). Philippine fauna. Quezon City: Great Books Trading.  
FR 590 P19

