

OKLAHOMA'S DEGREE COMPLETION PROGRAM
Bachelor of Science in Organizational Leadership - Textbook Information
As of July 16, 2009

ORGL 3113 FOUNDATIONS OF ORGANIZATIONAL LEADERSHIP AND PERSONAL DEVELOPMENT

TEXTBOOK: Customized text. *Foundations of Organizational Leadership and Personal Development* 8th ed.; Gardner., Jewler, A.J., Barefoot, B., Daft, R., and Krause, L. (2008); ISBN: 9780312684365

ORGL 3223 PROFESSIONAL COMMUNICATION

TEXTBOOKS:

1. *Communicating at Work, Principles and Practices for Business and the Professions*; Elmhurst & Adler, ISBN 9780073511887
2. *The Elements of Style*, 4th Edition; Strunk, White & Osgood, ISBN 020530902X

ORGL 3333 DATA ANALYSIS AND INTERPRETATION

TEXTBOOK:

1. *Applied Statistics in Business and Economics*, 2nd edition, 2009; Doane; ISBN 9780073137681
(Required)
2. *Study Guide for Applied Statistics in Business and Economics*, 2nd edition, 2009; Doane; ISBN 9780073345123 **(Optional)**

ORGL 3443 SURVEY OF FISCAL MANAGEMENT

TEXTBOOKS & CALCULATOR:

1. *Finance*; A.A. Groppelli & Eshan Nikbakht; ISBN 9780764134203
2. *The McGraw-Hill 36-Hour Course In Finance for Non-Financial Managers*; Cooke & Cooke; ISBN 9780071425469
3. Financing Calculator: TI BAII Plus

ORGL 4113 ETHICS AND ORGANIZATIONS

TEXTBOOK:

Business Ethics, a Teaching and Learning Classroom Edition: Concepts and Cases; Velasquez, ISBN 9780131930070

ORGL 4223 THE INDIVIDUAL, THE ORGANIZATION, AND SOCIETY

TEXTBOOK:

Business and Society: Stakeholders, Ethics, Public Policy 12th Ed., Anne T Lawrence, and James Weber, McGraw-Hill Irwin, 2008, New York, ISBN 9780073530178

ORGL 4333 LEADING AND MANAGING

TEXTBOOK:

The Art of Leadership, 3rd Edition, 2009; Manning & Curtis; ISBN 9780073381350

ORGL 4443 MARKETS AND STAKEHOLDERS

TEXTBOOK:

Marketing Real People, Real Choices; 5th edition, 2007; Solomon; ISBN 9780132299206

ORGL 4553 CAPSTONE

TEXTBOOK:

May, S. *Case Studies in Organizational Communications: Ethical Perspective & Practices*. Sage Publications: ISBN: 0-7619-2983-5

Or

Harvard Business Review on Leadership. (1998). Boston: Harvard Business School Publishing. ISBN: 0875848834.

Or

Harvard Business Cases or Case Studies as assigned by professor

ORGL 4993 PROFESSIONAL INTERNSHIP (Optional)

TEXTBOOK: None required.