



Skills Development for Business and Management Students: Study and Employability

By Kevin Gallagher

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Skills Development for Business and Management Students offers a comprehensive, one-stop guide that will equip you with all the necessary skills to help enhance your success both at university and in your future working environment. Building on the success of the first edition, this textbook covers all the core areas associated with business and management degrees, and offers a unique employability focus to ensure that you can translate the skills you acquire into professional practice.

This second edition has been fully revised to include new case studies, activities and commentaries from former students to illustrate how skills learned at university can be applied in the workplace. The content and structure of the book has been updated to cater for core focus areas such as referencing and plagiarism, critical thinking and intercultural communication.

With the main focus of the book firmly set in active experimentation and reflection, this title remains unparalleled as a resource to support, encourage and develop business and management students during university and beyond.

Online Resource Centre:

For students:

Selected activities from the text (including templates to complete online)

Answer guidance on writing style and using a narrative approach

Critical incidents log

Excel workbook

Information on using Excel in data analysis

Web links

YouTube channel featuring relevant videos on skills, including interviews with students and graduates filmed to accompany the book

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Review

"The content allows for easy engagement given that you are likely to be looking at the first few weeks at University when engagement and progression are important issues." --Jon Curwin, Birmingham City University

"The chapters are well written and linked to theory. There is a range of textual components including actual real-life examples. There is good coverage of a range of issues." --Dr Mike Cribb, Oxford Brookes University

About the Author

Kevin Gallagher is Senior Lecturer at the University of Sunderland.

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