(Books cataloged and processed for the month of September 2008)

Dewey Decimal Classification System of Organization

AB COMMUNICATION

31193 FIL 175 M464e 2007


Summary: "This book discusses the basic concepts of news and values and sources one needs to cultivate to one's reporting job professionally."

Summary: This book presents a comprehensive guide to each new feature of cs3 related to photography. A wide variety of new photos and tutorials are used to teach how to organize, enhance, correct and retouch images.


Summary: "This book serves as a practical guide to the unique art, craft, and business of wedding photography in the digital realm."

Summary: "This book sets up the writing and shows students how to accomplish each task in a mass media context."

AB COMMUNICATION/ INFORMATION TECHNOLOGY

Summary: "This book is the definitive guide to visual effects in after effects."


AB COMMUNICATION/ MARKETING

Summary: "This book is an essential read for anyone interested in public relations in Asia. Combining the latest in public relations theory with practical guidance on how to plan and structure a PR campaign and top tips on how to create a successful PR campaigns, this book is also full of fascinating case histories from Asia and the rest of the world."

ACCOUNTANCY

31217 FIL 657 C559f 2007


PFRS: 2008. [s.l.]: [s.n], 2008. 30851 FIL 657.0218 P552 2008


Summary: "This book serves as a reviewer in Theory of Accounts in the Philippine CPA Licensure Examinations. It is prepared in accordance with the syllabus for Theory of Accounts issued and approved by the Board of Accountancy."

Summary: "This book is also intended for non-accounting students, like other business students and business practitioners who need to know what external auditing or public accounting and insurance services are all about."

Summary: "This book is designed to cover the financial accounting standards relative to the recognition, measurement and statement presentation of liabilities and shareholders' equity including disclosure requirements."


BIOLOGY

Summary: "This book is designed for courses one semester long especially biology for non-science majoring students."


Summary: A collection of experiments and projects exploring various aspects of biology.

Summary: "This book provides an explanation of the main ideas and important concepts central to all intermediate/advanced level biology courses. It does not set out to give an exhaustive list of obscure technical terms. A decision has been made to select a range of basic terms which are likely to meet the needs of most students following an intermediate/advanced level course."

Summary: "This dictionary contains more than 1500 terms that has been widely
BSC MANAGEMENT


BSC MANAGEMENT/ ECONOMICS


BUSINESS ADMINISTRATION


Summary: This book focuses on human resource issues and how HR is used at work.


Summary: "This book thoroughly covers the history of leadership studies and the traditional theories, but goes beyond that to incorporate valuable ideas such as leadership vision, shaping culture and values, and the importance of moral leadership."

COMPUTER ENGINEERING


Summary: "This book covers fundamental, theoretical topics as well as advanced, practical applications. It is the first book to comprehensively study both approximation algorithms and metaheuristics."

COMPUTER ENGINEERING/ ELECTRONICS AND COMMUNICATION ENGINEERING


Summary: "This book provides you with a practical hands-on resource for successfully designing and managing a Cisco network."

COMPUTER SCIENCE


Malik, D.S. Java programming from problem analysis to program design. Australia: Thomson, 2008. 30947 PRO 005.133 M251j 2008

Summary: "This book approaches programming with focus on clear explanations and practice--two critical factors in mastering the Java language. Straightforward language is used to explain the reasoning behind each new concept, and numerous examples and exercises allow readers to practice solving problems and writing code. This new edition is fully compliant with Java 6.0, and includes updated
COMPUTER SCIENCE/ COMPUTER ENGINEERING

Summary: "This book is intended to serve as a sourcebook that you can constantly turn to for basic reference documentation, troubleshooting hints, coding techniques, and ideas about how and whether you might use an element."

Summary: This book emphasizes not only the fundamentals of discrete mathematics and its advanced topic, but also how to express ideas in clear mathematical language.

CULTURAL

Summary: "This book shows that with determination and innovation, even a single person can make a surprising difference. This book is an inspiring read and an invaluable handbook: it will change the way you see the world."

Summary: "This book is a blueprint for "good parenting". It's a system by which specific rules are established with your teenager and, when the rules are observed, he/she earns certain privileges (talking on the phone, use of the car, allowance, etc.). Over time, you'll see a vast improvement in everyone's life. The family contract is a flexible approach, and adaptable to any teen, any family, and any lifestyle."


ECONOMICS


Summary: "This is the first textbook in microeconomics written exclusively for MBA students."

EDUCATION

Summary: "This workbook closely adheres to the Experiential Learning Courses Handbook, a project of the Teacher Education Council (TEC) Department of Education. The activities or exercises at the end of every lesson were intended not only for drill and evaluative purposes but also for purposes of bridging the gap between theory and practice and advocacy for current trends in education such as reflective education, multiple intelligences, and multicultural education, interactive and brain-based teaching, and authentic assessment."

Summary: "This book is intended primarily for students in the College of Education, and beginning teachers, to have a strong foundation and a through grasp on concepts, theories, principles and teaching-learning process. This book will also provide teachers who are already in the service for a quite a long time and who want to improve their competency and to update themselves on current trends, new techniques and strategies in the teaching profession."


Summary: "This book is designed to enhance the cohesiveness and meaningfulness of providing links across units and between theory and practice. This material presents the transactional process on how to learn Curriculum Development and to accomplish expected outcomes. This material likewise serves as guide for both teachers and students in understanding Curriculum Development."

Summary: This book provide accurate, clear an precise descriptions of research and theory combined with the suggestions that make these theories applicable in the classroom practice.


Summary: "This book largely deals with the motivation factors that energise the behaviour of the teachers leading to a drive in them and thus engaging them in some appropriate behaviour."

Summary: "This reader-friendly, practical book offers you a solid foundation for developing an individualized classroom management plan that suits you unique instructional philosophy."


ELECTRICAL ENGINEERING

ELECTRONICS AND COMMUNICATION ENGINEERING

Summary: "This book provides an in-depth understanding of CMOS cell architecture and layout techniques, analog behavior, performances and RF analog cell design. Advanced features of pad structure, protections, packaging and standard description formats, such as IBIS are covered."

Summary: "This book is an easy-to-read introductory text for students new to the field of electronics. Providing entry-level knowledge and skills for a wide range of occupations is the goal of this textbook and its ancillary materials."

ENGLISH


Summary: "Published in the year of the 50th anniversary of Philippine PEN, this anthology gathers together twenty new pieces of fiction by Filipino writers born after 1962. It presents a composite image of contemporary Philippine fiction in English, and suggests what the future of Philippine fiction in English could be."

Summary: "This book offers groundbreaking research that fundamentally altered the way educators and language researchers approach literacy. It has become the foundation for the argument that free voluntary reading (FVR) is the most effective tool available for increasing literacy."

Summary: This book produces a comprehensive introduction to the profession of teaching English to speakers of other languages. The goal has been to maintain a balance between theory and practice-between providing necessary background information and relevant research, on the one hand, and offering many classroom suggestions and resources for teachers, on the other.


Summary: "This book offers expansive coverage of content area literacy in an understandable style. The text is designed to be an active learning tool, complete with real-world examples and practices from which students can work."


Summary: "This book is a must-have for any future middle-grade teacher due to


Summary: "This book is all about and an attempt to record and describe literature that took birth, grew and flourished in the past century as also in the contemporary times. The book also defines different ideas, concepts and isms that formed part of the previous century."


Boxall, Peter [Editor]. *1001 books you must read before you die*: a comprehensive reference source, chronicling the history of the novel. Great Britain: Cassell Illustrated, 2006. 31306 REF 011.73 O58 2006


Summary: "This book is designed to help you understand not just the meaning of each idiom (through a clear, careful definition) but also how to use (through examples that show typical context and collocations, and notes that highlight specific grammar points or other special characteristics)."

**ENTREPRENEURSHIP/ BSC MANAGEMENT**


**FICTION**


Summary: "Rescued from the outrageous neglect of his aunt and uncle, a young boy with a great destiny proves his worth while attending Hogwarts School for Witchcraft and Wizardry."


Summary: "During his third year at Hogwarts School of Witchcraft and Wizardry, Harry Potter must confront the devious and dangerous wizard responsible for his parents' deaths."


Summary: "When the Chamber of Secrets is opened again at the Hogwarts School for Witchcraft and Wizardry, second-year student Harry Potter finds himself in danger from a dark power that has once more been released on the school."


Summary: "Fourteen-year-old Harry Potter joins the Weasleys at the Quidditch World Cup, then enters his fourth year at Hogwarts Academy where he is mysteriously entered in an unusual contest that challenges his wizarding skills, friendships and character, amid signs that an old enemy is growing stronger."


Summary: "When the government of the magic world and the authorities at Hogwarts School of Witchcraft and Wizardry refuse to believe in the growing threat of a freshly revived Lord Voldemort, fifteen-year-old Harry Potter finds support from his loyal friends in facing the evil wizard and other new threats in the fourth year of his education."
Summary: "Sixth-year Hogwarts student Harry Potter gains valuable insights into the boy Voldemort once was, even as his own world is transformed by maturing friendships, schoolwork assistance from an unexpected source, and devastating losses."

Summary: "Burdened with the dark, dangerous, and seemingly impossible task of locating and destroying Voldemort's remaining Horcruxes, Harry, feeling alone and uncertain about his future, struggles to find the inner strength he needs to follow the path set out before him."

**FILIPINIANA**


Summary: "This book is part of five wave of a series of textbooks written by selected teams of professors of state universities and colleges (SUCs) from the different regions - the fulfillment of the Philippine Association of State Universities and Colleges' (PASUC) dream to develop its own instructional materials: textbooks tailored to the curriculum, aptitudes, and the teaching and learning environments of the Philippine setting. In the past, the exorbitant prices of imported textbooks have kept them beyond the reach of the average students."


Summary: "This book aims to provide a teaching resource that puts into reality the vision of UNESCO enshrined in its preamble that states, "Since wars begin in the minds of men (and women), it is in the minds of men (and women) that the defenses of peace shall be constructed."

Summary: "This book aims to broaden the discussion by focusing on international political, policy and theoretical debates, as well as on some empirical cases from different countries that are relevant to the study of agrarian issues in the Philippines."

Summary: "This Civic Welfare Training Service (CWTS) Resource-Logbook is designed to effectively implement both Civic Welfare Training Service (CWTS) II and Literacy Training Service (LTS) II at the school and community levels, where students are expected to teach, share, and deliver the topics learned from CWTS/LTS I to the marginalize members of the community as part of Service-learning options."


Summary: "This handbook aims to help prepare the student teacher for a very important phase of his/her pre-service preparation, Practice Teaching."


Summary: "This voluminous book provides a range of international theories and methodologies in analytical folklore investigations and a classification scheme based on genre is offered as the system of taxonomy for Philippine traditional materials."


Summary: "This book is made to accompany the textbook Principles and Experiments: Physical Science and to acquire some basic knowledge about the physical nature of man and his counterparts which they share on this planet and on which they depend for their continued existence. Moreover, it is also designed in a simplified approach for nursing students in order to comprehend concepts on Physics and Chemistry without difficulty."


Summary: "This book focuses to the growing needs of professors and students of hospitality management in our country. It aims to assist the students in learning the hospitality industry, facilitate their learning process, provide students with information to understand the areas of the industry."


Summary: "This book contains the different technical writing products, some relevant business letters which can help students be prepared in the business world, how to make proposals, memoranda and techniques in being precise, concrete and clear in writing."


31221 FIL 929.81599 G786 2007
Summary: "This volume, the sixth in the book series Great Men and Women of Asia, focuses on thirty-one Magsaysay laureates from eight countries in Southeast Asia - Burma, Indonesia, Laos, Malaysia, the Philippines, Singapore, Thailand, and Vietnam. While each nation has a unique social and political history, all have deep spiritual and cultural roots in compassion and self-giving. Greatness of spirit has clearly had fertile ground in the region; the stories of our awardees reflect its diverse fruits."

31219 FIL 929.81599 G786 2007
Summary: "This book focuses on thirty-three Magsaysay laureates from eight countries in Southern Asia Burma, Cambodia, East Timor, Indonesia, Laos, the Philippines, Thailand, and Vietnam. While each country has had a unique social and political history, all have deep spiritual and cultural roots in compassion and self-giving. Greatness of spirit has clearly had fertile ground in the region; the stories of our awardees reflect its diverse fruits."

31220 FIL 929.81599 G786 2007
Summary: "This volume, the seventh in the book series Great Men and Women of Asia, focuses on thirty Magsaysay laureates from five countries in Southeast Asia - Indonesia, Malaysia, the Philippines, Singapore and Thailand. While each nation has a unique social and political history, all have deep spiritual and cultural roots in compassion and self-giving. Greatness of spirit has clearly had fertile ground in the region; the stories of our awardee reflect its diverse fruits."

FILIPINO


FINANCIAL MANAGEMENT

Colayco, Francisco J. Making your money work: pera mo, palaguin mo! 2. [s.l]: Colayco Foundation for Education, Inc, 2005. 31367 FIL 332.024 C683m 2005
Summary: This book gives you the basic know-how and the initial guidelines so that you can start your personal savings and investment program.

HOTEL AND RESTAURANT MANAGEMENT


gives previews of how key departments work around the clock, sample forms used in daily operations and tips to achieve guest satisfaction."


Summary: "This book is substantially based on the authentic information derived from various authoritative sources, penned by leading experts in the field."

**HOTEL AND RESTAURANT MANAGEMENT/ CULINARY ARTS**


Summary: "This book is the chef's best resource for planning and preparing food more quickly and accurately. It is the food service manager's most powerful tool for controlling costs."


Summary: "This book provides a complete guide to culinary knives, comprehensive instructions for knife sharpening, Guidance on using specialty knives and cutting tools, detailed cutting techniques for a variety of ingredients, advice on tool for measuring, baking and mixing, and equipment sources as well as checklists for knives and tools."

Henkel, Shri L. *How to open a financially successful pizza and sub restaurant*. Ocala, Florida : Atlantic Publishing Group, 2007. 30678 PRO 647.95068 H513 2007

Summary: "This book is a comprehensive, detailed study of business side of the restaurant. It will arm you with everything you need including sample business forms, worksheets, checklists, recipes, inventory lists, and dozens of other valuable, time-saving tools of the trade. Plus, there are case studies from actual people involved in the business to help you along."

**HOTEL AND RESTAURANT MANAGEMENT/ TOURISM**


Summary: "This book focuses to the growing needs of professors and students of hospitality management in our country. It aims to assist the students in learning the hospitality industry, facilitate their learning process, provide students with information to understand the areas of the industry."


Summary: "This book gives students the foundation they need to thrive in today's hospitality industry, covering everything from finance to operational issues. In this latest edition, the authors have brought the text thoroughly up to date by featuring new and emerging companies, new technologies, and new ways of doing business."


Summary: This book is especially designed to help students learn about the world wide tourism and hospitality industry and exciting career opportunities within it.


Summary: This book helps readers understand the parallels between total quality and management theories. It shows how principles and methods are put into effect in real organizations, while also illustrating the relationship between total quality principles and theories studied in prior management course.


Summary: "This book is essential reading for students studying supply chain management and logistics. Encompassing both practical and strategic perspectives, it also takes a truly global perspectives, recognizing the transnational nature of logistics activities in today's world.

LEGAL MANAGEMENT


Summary: "This book presents the study of political science and the other spheres of endeavors; spell out the nature of the subject area and state or explain precisely how political scientists study political action."

Philippine politics and governance: challenges to democratization and development. Dilliman, Quezon City: University of the Philippines, 2006. 31293 FIL 320.599 P552 2006


Summary: "This book is designed primarily for commerce students. It is also a handy guide for business students and graduates in their first job or in their initial adventure as entrepreneurs in the real world."


Summary: All cases determined by the Supreme Court from December 12 to December 18, 2007.


Summary: All cases determined by the Supreme Court from December 19 to December 28, 2007.


Summary: All cases determined by the Supreme Court from January 7 to January 28, 2008.
Summary: All cases determined by the Supreme Court from February 6 to February 12, 2008.

Summary: All cases determined by the Supreme Court from February 13 to February 15, 2008.

Summary: All cases determined by the Supreme Court from February 18 to February 26, 2008.

Summary: All cases determined by the Supreme Court from February 27 to March 6, 2008.

Summary: All cases determined by the Supreme Court from March 7 to March 14, 2008.

Summary: All cases determined by the Supreme Court from March 24 to March 27, 2008.

Summary: All cases determined by the Supreme Court from March 28 to April 8, 2008.

Summary: All cases determined by the Supreme Court from April 9 to April 16, 2008.

Summary: All cases determined by the Supreme Court from April 18 to April 29, 2008.

[Diliman, Quezon City]: National College of Public Administration and Governance, 2007. 31282  FIL 351.599 P976 2007

LEGAL MANAGEMENT / ENGLISH

Summary: "This book provides lawyers, judges, paralegals, law students, and legal scholars with sound advice and practical tools for improving their written work. This book encourages legal writers to challenge conventions and offers valuable insights into the writing process: how to organize ideas, create and refine prose, and sharpen editing skills. In essence, it teaches straight thinking- a skill inseparable from good writing."

LEGAL MANAGEMENT / FINANCIAL MANAGEMENT
MARKETING


Summary: "This book was created to meet the growing need for qualified customer service professionals. This practical text-workbook focuses on the skills and strategies needed to build and maintain customer service excellence."


Summary: "This important book makes a convincing case that we must change our thinking from CRM to CEM: Customer Emotion Marketing is the next wave, and this book leads the way."


Summary: "This book shows you how to leverage the potential that Web-based communication offers large and small companies, non-profits, entrepreneurs, political organizations, consultants, even rock bands and churches."


Summary: "This book provides a variety of training and development interventions that can be used immediately with frontline service employees. It is intended to be a user friendly guide to developing and sharpening the skills necessary to provide excellent care to costumer, both inside and outside the organization.


Summary: "This book provides a practical understanding of consumer behaviour principles, helping students apply this knowledge to business. Focusing on consumer decision making and the 'Consumer Decision Process' model, the text illustrates how these concepts underlie a successful understanding of business theory and practices in the region."

Schneider, Gary P. **Electronic commerce.** Australia : Thomson, 2007. 31232 PRO 658.84 S358e 2007

Summary: "This book provides complete coverage of the key business and technology elements of electronic commerce."

MATHEMATICS

Noda, Rex T. **College algebra.** Makati City : Katha Publishing Co., Inc, 2005. 30842 FIL 512.9 N761c 2005


MATHEMATICS/ EDUCATION

Mathematics and science education in developing countries : issues, experiences, and cooperation prospects. Diliman, Quezon City : The University of the Philippines Press, 2007. 31389 FIL 507 N149m 2007
MEDICAL TRANSCRIPTION

Summary: "This book is designed for beginning medical transcription students. Dictated medical documents, including chart notes, history and physical reports, consultations, office procedure notes, x-ray reports, progress notes, and letters, are provided."

NURSING

Summary: "This book is arranged in a logical sequence for learning. Part I: Leadership in Nursing discusses the concepts, theories and principles of leadership. Part II: Management in Nursing discusses the major concepts, theories and principles in nursing management. Part III: Nursing Management Process discusses the nursing management functions of planning, organizing, directing and controlling."

Taylor, Carol R.; et. al. Fundamentals of nursing: the art and science of nursing care. 31358 PRO 610.73 F981 2008

Summary: "This book discusses key issues including the ethics of education, the politics of education and the nature of professional knowledge; covers a variety of philosophical perspectives; enhances ideas of learning, teaching and curriculum design through educative strategies such as professional care and practice-based learning."

Summary: System requirements for accompanying computer disc: Windows: 486, Pentium, or faster processor, Windows 95, 98, NT, 2000, ME, XP, or higher; 64 MB RAM; 8x or faster CD-ROM drive, VGA monitor supporting thousands of colors (16 bit) or Macintosh.

Summary: "The ECG is indeed easy in principle, but the variations in pattern seen both in normal people and in patients with cardiac and other problems can make the ECG seem more complex than it really is. This book concentrates on these variations, and contains several examples of each abnormality."

Summary: "This book has been revised to includes entries of new medicines and new information about existing medicines, and also indicates those medicines that are currently being intensively monitored by the commission of human medicines."

NURSING/ HOTEL AND RESTAURANT MANAGEMENT

Summary: This book answers all these questions and many more, giving you a complete arsenal of proven counseling techniques that increase positive patient outcomes.


**PROFESSIONAL ENGINEERING**


Summary: "This book provides a solid foundation for the nonmaterials major to understand the properties and limitations of materials.


**PROFESSIONAL ENGINEERING/ MATHEMATICS**


**PSYCHOLOGY**


Summary: "This book is designed specifically as a general course and a foundation for all students taking up psychology. It is also intended as study guide for students pursuing graduate course."


Summary: "This book was primarily written to serve as reference materials for students, researchers and practitioners in the field of psychological testing."


**REFERENCE**


Summary: "Life and custom of Mangyan, a Filipino tribe living in the island Mindoro"


Kultura Mangyan. Calapan City, Oriental Mindoro, Philippines : Mangyan Heritage Center, 2005. 30865 REF 306.0895993 K96 2005 v.4


Summary: "This book is a collection of the terms used in zoology. It also explains various processes and functions found in various animals."


REFERENCE/ FILIPINIANA


RELIGIOUS EDUCATION


Summary: "This book contains answers to the more compelling questions about the angels, from archangels to fallen angels".


Summary: "This almanac remains the only annual, comprehensive guide to the Catholic Church. It is the essential one-volume reference work for researchers, homilists, writers, media professionals, students, and teachers."

SOCIAL STUDIES


SPECIAL COLLECTION/ FILIPINIANA


TOURISM


Summary: "This book analyzes the role of mass media in the development of communities. In various chapters, it focuses on the application of development communication in particular areas, such as agriculture, health, education, environment, population etc."


Summary: "The present publication provides an authoritative look at how to manage travel and tourism industry in a better way. It introduces the complexities of the tourism system so that they will be better positioned to eventually assume the managerial challenges and responsibilities in a diverse and challenging industry."


Summary: "This book is centered toward equipping readers with a well-rounded, comprehensive manual which look into the basic concepts and processes of tourism, the principles which hold it, and all the rigmarole and paraphernalia vital to its functioning."


Summary: This book presents an overview of the changing scene in the airline industry covering such issues as the threats to security, the choice between low-cost and full-service business models, the plight of large airlines facing serious financial difficulties, trends towards horizontal mergers and international alliances, and the possible emergence of transnational airlines in the future.

Total No. of Titles: 195

Total No. of Volumes: 224