SPÅ 2901 Business Communication in English - Written

[1]

M. Brown and P. Cleaverley, Three ethical dilemmas for discussion and writing practice: student handbook. [Oslo]: BI Norwegian School of Management, Institute of Communication , Culture and Languages, 2010.

[2]

'Obligatory audio slides. Published on Itslearning. approx 25 pages in total'. Available: https://www.itslearning.com/ContentArea/ContentArea.aspx?LocationID=13376&LocationType=1

[3]

Richard R. Gesteland, 'Patterns of cross-cultural business behavior', in Cross-cultural business behavior: a guide for global management, 5th ed.[København]: Copenhagen Business School Press, 2012, pp. 17–18.

[4]

Richard R. Gesteland, 'The great divide between business cultures', in Cross-cultural business behavior: a guide for global management, 5th ed.[København]: Copenhagen Business School Press, 2012, pp. 25–32. Available: https://ebookcentral.proquest.com/lib/bilibrary/reader.action?ppg=26&docID=4186656&tm=1502436895616

[5]

R. R. Gesteland, 'Deal first or relationship first?', in Cross-cultural business behavior: a guide for global management, 5th ed.[København]: Copenhagen Business School Press,

2012, pp. 29–34.

[6]

R. R. Gesteland, 'Communicating across the great divide', in Cross-cultural business behavior: a guide for global management, 5th ed.[København]: Copenhagen Business School Press, 2012, pp. 39–49. Available: https://ebookcentral.proquest.com/lib/bilibrary/reader.action?ppg=40&docID=4186656&tm=1502436780825

[7]

R. R. Gesteland, 'Hierarchial (Formal) and Egalitarian (Informal) business cultures', in Cross-cultural business behavior: a guide for global management, 5th ed.[København]: Copenhagen Business School Press, 2012, pp. 51–62. Available: https://ebookcentral.proquest.com/lib/bilibrary/reader.action?ppg=52&docID=4186656&tm=1502436717648

[8]

R. R. Gesteland, 'Time and scheduling', in Cross-cultural business behavior: a guide for global management, 5th ed.[København]: Copenhagen Business School Press, 2012, pp. 59–68.

[9]

R. R. Gesteland, 'Nonverbal communication (body language)', in Cross-cultural business behavior: a guide for global management, 5th ed.[København]: Copenhagen Business School Press, 2012, pp. 69–84.

[10]

G. Hofstede, 'More equal than others', in Cultures and organizations: software of the mind : intercultural cooperation and its importance for survival, 3rd ed.New York: McGraw-Hill, pp. 53–61.

[11]

G. Hofstede, 'I, we and they', in Cultures and organizations: software of the mind :

intercultural cooperation and its importance for survival, 3rd ed.New York: McGraw-Hill, pp. 89–97.

[12]

G. Hofstede, 'What is different is dangerous', in Cultures and organizations: software of the mind : intercultural cooperation and its importance for survival, 3rd ed.New York: McGraw-Hill, pp. 96–107.

[13]

F. Trompenaars, 'Relationships and rules', in Riding the waves of culture: understanding diversity in global business, 3rd ed., rev.Updated.London: Nicholas Brealey Publ, pp. 39–50.

[14]

F. Trompenaars, 'How we accord status', in Riding the waves of culture: understanding diversity in global business, 3rd ed., rev.Updated.London: Nicholas Brealey Publ, pp. 125–146. Available: http://eu01.alma.exlibrisgroup.com/view/action/uresolver.do?operation=resolveService&package_service_id=3580098810002215&institutionId=2215&customerId=2200

[15]

F. Trompenaars, 'How we relate to nature', in Riding the waves of culture: understanding diversity in global business, 3rd ed., rev.Updated.London: Nicholas Brealey Publ, pp. 173–176.

[16]

M. Javidan, 'Performance orientation', in Culture, leadership, and organizations: the GLOBE study of 62 societies, Thousand Oaks, Calif: Sage, 2004, pp. 128–141.

[17]

C. G. Emrich, F. L. Denmark, and D. N. Den Hartog, 'Cross-cultural differences in gender egalitarianism : implications for societies, organizations, and leaders', in Culture, leadership, and organizations: the GLOBE study of 62 societies, Thousand Oaks, Calif:

Sage, 2004, pp. 142–157.

[18]

D. N. Den Hartog, 'Assertiveness', in Culture, leadership, and organizations: the GLOBE study of 62 societies, Thousand Oaks, Calif: Sage, 2004, pp. 158–168.

[19]

G. Warner-Söderholm, 'Global vs. local communication and cultural patterns : regional differences in the Norwegian business culture'.

[20]

G. Gao and S. Ting-Toomey, 'Article 2: Self-other perspective and communication', in Communicating effectively with the Chinese, Thousand Oaks, Calif: Sage Publications, 1998, pp. 1–19. Available: https://ebookcentral.proquest.com/lib/bilibrary/detail.action?docID=996431

[21]

T. Donaldson and P. H. Werhane, 'Article 3: Introduction to ethical reasoning', in Ethical issues in business: a philosophical approach, 8th ed.Upper Saddle River, N.J.: Pearson/Prentice Hall, pp. 1–12.

[22]

S. Connock and T. Jones, 'Article 4: Ethical issues in business', in Ethical leadership, London: Institute of Personnel and Development, 1995, pp. 17–41.

[23]

A. Wilson, 'Article 5: Business and its social responsibility', in Current issues in business ethics, London: Routledge, 1997, pp. 50–59. Available: https://ebookcentral-proquest-com.ezproxy.library.bi.no/lib/bilibrary/reader.action?docID=4332536&ppg=69

[24]

W. McElroy, 'What does affirmative action affirm?', in Sexual correctness : the
gender-feminist attack on women, Jefferson, N.C.: McFarland, 1996.

[25]

S. Plous, 'Article 7: Ten myths about affirmative action', Journal of Social Issues, 1997.
Available:
http://www.usf.edu/diversity/equal-opportunity/ten-myths-about-affirmative-action.aspx

[26]

En engelsk-engelsk ordbok, for eksempel: Collins Cobuild, Longman, Webster's eller Oxford
.

[27]

E. Hansen, Bedre engelsk forretningsspråk: spesialordbok i økonomisk administrativt
fagspråk, 5. utg. Oslo: Cappelen akademisk forl, 2007.

[28]

'Journals: The Economist, Newsweek or Time'.