

Category	Subject	Level	Year	Series	No. of Copies
General Business, Administration & Secretarial	Audio Transcription	1	1999	3	
			2000	3	
			2001	3	
			2002	3	
		2	1999	3	
			1999	4	
			2000	3	
			2000	4	
			2001	3	
			2001	4	
			2002	3	
			2002	4	
			2003	3	
			2004	3	
	3	2004	3		
	Audio Transcription Paper A	3	1999	3	
			1999	4	
			2000	3	
			2000	4	
			2001	3	
			2001	4	
			2002	3	
			2002	4	
	Audio Transcription Paper B	3	1999	3	
			1999	4	
			2000	3	
			2000	4	
			2001	3	
			2001	4	
			2002	3	
			2002	4	
	Audio Transcription Paper C	3	1998	3	
			2000	3	
2000			3		
Audio Transcription	4	1999	3		
		2000	3		
		2001	3		
		2002	3		
		2004	3		
Business Administration	1	1999	2		
		1999	3		
		2000	2		
		2000	3		
		2000	4		
		2001	3		
		2001	4		
		2002	3		
		2002	4		
		2003	3		
		2003	4		
		2004	3		
		2004	4		
		2005	3		
		2005	4		
2007	3				
2008	3				

Category	Subject	Level	Year	Series	No. of Copies
	Business Administration	2	2009	3	
			1999	3	
			1999	4	
			2000	3	
	Business Administration	2	2000	4	
			2001	3	
			2001	4	
			2002	3	
			2002	4	
			2003	3	
			2003	4	
			2004	3	
			2004	4	
			2005	3	
			2005	4	
			2006	4	
			2007	3	
			2008	3	
			2009	3	
			2009	4	
		3	1999	3	
			1999	4	
			2000	3	
			2000	4	
			2001	3	
			2001	4	
			2002	3	
			2002	4	
			2003	3	
			2003	4	
			2004	3	
			2004	4	
			2005	3	
			2005	4	
			2006	4	
			2007	3	
			2007	4	
			2008	3	
			2008	4	
			2009	3	
			2009	4	
	Business & Industrial Administration	3	1997	3	
			1997	4	
			1998	2	
			1998	3	
			1998	4	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	4	

			2004	4	
			2005	4	
			2006	4	
	Business Practice	2	1999	3	
			1999	4	
			2000	3	
			2000	4	
			2001	3	
Category	Subject	Level	Year	Series	No. of Copies
	Business Practice	2	2001	4	
			2002	3	
			2002	4	
			2003	3	
			2004	3	
		3	1999	3	
			1999	4	
			2000	3	
			2000	4	
			2001	3	
			2001	4	
			2002	3	
			2002	4	
			2003	3	
			2003	4	
			2004	3	
			2004	4	
			2005	3	
			2005	4	
			2006	4	
			2007	3	
			2007	4	
			2008	3	
			2008	4	
			2009	4	
	Principles & Practice of Management	3	1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	3	
			2003	4	
			2004	2	
			2004	3	
			2004	4	
			2005	3	
			2005	4	
			2006	3	
			2006	4	
			2007	3	
			2007	4	
			2009	3	
	Text Production	1	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	

			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	3	
			2003	4	
	Text Production Paper B	3	1999	3	
Category	Subject	Level	Year	Series	No. of Copies
	Text Production Paper B	3	1999	4	
			2000	3	
			2001	3	
			2001	4	
			2002	3	
			2002	4	
			2003	3	
	Text Production Paper C	3	1999	3	
			2000	3	
			2001	3	
			2002	3	
English Language	English for Business (EFB)	P	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2004	3	
			2004	4	
			2005	3	
			2005	4	
		1	1997	3	
			1998	3	
			1998	4	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
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			2002	2	
			2002	3	
			2002	4	
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			2003	3	
			2003	4	
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			2004	3	
			2004	4	
			2005	2	

			2005	3	
			2005	4	
			2006	2	
			2006	3	
			2006	4	
			2007	2	
			2007	3	
			2007	4	
			2008	2	
			2008	3	
			2008	4	
			2009	2	
			2009	3	
			2009	4	
Category	Subject	Level	Year	Series	No. of Copies
	English for Business (EFB)	2	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	3	
			2003	4	
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			2004	3	
			2004	4	
			2005	2	
			2005	3	
			2005	4	
			2006	2	
			2006	3	
			2006	4	
			2007	2	
			2007	3	
			2007	4	
			2008	2	
			2008	3	
			2008	4	
			2009	3	
			2009	4	
		3	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	3	
			2003	4	
			2004	2	

			2004	3	
			2004	4	
			2005	2	
			2005	3	
			2005	4	
			2006	2	
			2006	3	
			2006	4	
			2007	2	
			2007	3	
			2007	4	
			2008	2	
			2008	3	
			2008	4	
			2009	2	
			2009	3	
Category	Subject	Level	Year	Series	No. of Copies
	English for Business (EFB)	4	2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
	English for Commerce (EFC)	1	1998	4	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
		2	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2004	2	
			2005	2	
		3	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	

			2002	4	
			2003	2	
			2005	2	
	Written English for Tourism	1	1998	2	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
		2	1998	2	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
	Practical Business English	1	1999	2	
			1999	3	
			2000	2	
			2000	3	
Category	Subject	Level	Year	Series	No. of Copies
	Practical Business English	1	2001	2	
			2001	3	
			2002	2	
			2002	3	
Financial	Book-keeping	1	1997	3 (Day 1)	
			1997	4 (Day 1)	
			1998	2 (Day 1)	
			1998	3 (Day 1)	
			1998	4 (Day 1)	
			1999	2 (Day 1)	
			1999	3 (Day 1)	
			1999	4 (Day 1)	
			1999	2 (Day 2)	
			1999	3 (Day 2)	
			1999	4 (Day 2)	
			2000	2 (Day 1)	
			2000	3 (Day 1)	
			2000	4 (Day 1)	
			2000	2 (Day 2)	
			2000	3 (Day 2)	
			2000	4 (Day 2)	
			2001	2 (Day 1)	
			2001	3 (Day 1)	
			2001	4 (Day 1)	
			2001	2 (Day 2)	
			2001	3 (Day 2)	
			2001	4 (Day 2)	
			2002	2 (Day 1)	
			2002	3 (Day 1)	
			2002	4 (Day 1)	
			2002	2 (Day 2)	
			2002	3 (Day 2)	
			2002	4 (Day 2)	
			2003	2 (Day 1)	
			2003	3 (Day 1)	
			2003	4 (Day 1)	
			2003	2 (Day 2)	
			2003	3 (Day 2)	
			2003	4 (Day 2)	
			2004	2 (Day 1)	

			2004	3 (Day 1)	
			2004	4 (Day1)	
			2004	2 (Day 2)	
			2004	3 (Day 2)	
			2004	4 (Day 2)	
			2005	2 (Day 1)	
			2005	3 (Day 1)	
			2005	4 (Day 1)	
			2005	2 (Day 2)	
			2005	3 (Day 2)	
			2005	4 (Day 2)	
			2006	2 (Day 1)	
			2006	3 (Day 1)	
			2006	4 (Day 1)	
			2006	2 (Day 2)	
			2006	3 (Day 2)	
			2006	4 (Day 2)	
			2007	2 (Day 1)	
			2007	3 (Day 1)	
			2007	4 (Day 1)	
			2007	2 (Day 2)	
			2007	3 (Day 2)	
			2007	4 (Day 2)	
			2008	2 (Day 1)	
Category	Subject	Level	Year	Series	No. of Copies
	Book-keeping	1	2008	3 (Day 1)	
			2008	4 (Day 1)	
			2008	2 (Day 2)	
			2008	3 (Day 2)	
			2008	4 (Day 2)	
			2009	2 (Day 1)	
			2009	3 (Day 1)	
			2009	4 (Day 1)	
			2009	2 (Day 2)	
			2009	3 (Day 2)	
			2009	4 (Day 2)	
	Book-keeping and Accounts	2	1997	4 (Day 1)	
			1998	2 (Day 1)	
			1999	2 (Day 1)	
			1999	3 (Day 1)	
			1999	4 (Day 1)	
			1999	2 (Day 2)	
			1999	3 (Day 2)	
			1999	4 (Day 2)	
			2000	2 (Day 1)	
			2000	3 (Day 1)	
			2000	4 (Day 1)	
			2000	2 (Day 2)	
			2000	3 (Day 2)	
			2000	4 (Day 2)	
			2001	2 (Day 1)	
			2001	3 (Day 1)	
			2001	4 (Day 1)	
			2001	2 (Day 2)	
			2001	3 (Day 2)	
			2001	4 (Day 2)	
			2002	2 (Day 1)	
			2002	3 (Day 1)	
			2002	4 (Day 1)	
			2002	2 (Day 2)	
			2002	3 (Day 2)	

			2002	4 (Day 2)	
			2003	2 (Day 1)	
			2003	3 (Day 1)	
			2003	4 (Day 1)	
			2003	2 (Day 2)	
			2003	3 (Day 2)	
			2003	4 (Day 2)	
			2004	2 (Day 1)	
			2004	3 (Day 1)	
			2004	4 (Day 1)	
			2004	2 (Day 2)	
			2004	3 (Day 2)	
			2004	4 (Day 2)	
			2005	2 (Day 1)	
			2005	3 (Day 1)	
			2005	4 (Day 1)	
			2005	2 (Day 2)	
			2005	3 (Day 2)	
			2005	4 (Day 2)	
			2006	2 (Day 1)	
			2006	3 (Day 1)	
			2006	4 (Day 1)	
			2006	2 (Day 2)	
			2006	3 (Day 2)	
			2006	4 (Day 2)	
			2007	2 (Day 1)	
			2007	3 (Day 1)	
			2007	4 (Day 1)	
Category	Subject	Level	Year	Series	No. of Copies
	Book-keeping and Accounts	2	2007	2 (Day 2)	
			2007	3 (Day 2)	
			2007	4 (Day 2)	
			2008	2 (Day 1)	
			2008	3 (Day 1)	
			2008	4 (Day 1)	
			2008	2 (Day 2)	
			2008	3 (Day 2)	
			2008	4 (Day 2)	
			2009	2 (Day 1)	
			2009	3 (Day 1)	
			2009	4 (Day 1)	
			2009	2 (Day 2)	
			2009	3 (Day 2)	
	Accounting	3	1997	4 (Day 1)	
			1998	4 (Day 1)	
			1999	2 (Day 1)	
			1999	3 (Day 1)	
			1999	4 (Day 1)	
			1999	2 (Day 2)	
			1999	3 (Day 2)	
			1999	4 (Day 2)	
			2000	2 (Day 1)	
			2000	3 (Day 1)	
			2000	4 (Day 1)	
			2000	2 (Day 2)	
			2000	3 (Day 2)	
			2000	4 (Day 2)	
			2001	2 (Day 1)	
			2001	3 (Day 1)	
			2001	4 (Day 1)	
			2001	2 (Day 2)	
			2001	3 (Day 2)	

			2001	4 (Day 2)	
			2002	2 (Day 1)	
			2002	3 (Day 1)	
			2002	4 (Day 1)	
			2002	2 (Day 2)	
			2002	3 (Day 2)	
			2002	4 (Day 2)	
			2003	2 (Day 1)	
			2003	3 (Day 1)	
			2003	4 (Day 1)	
			2003	2 (Day 2)	
			2003	3 (Day 2)	
			2003	4 (Day 2)	
			2004	2 (Day 1)	
			2004	3 (Day 1)	
			2004	4 (Day 1)	
			2004	2 (Day 2)	
			2004	3 (Day 2)	
			2004	4 (Day 2)	
			2005	2 (Day 1)	
			2005	3 (Day 1)	
			2005	4 (Day 1)	
			2005	2 (Day 2)	
			2005	3 (Day 2)	
			2005	4 (Day 2)	
			2006	2 (Day 1)	
			2006	3 (Day 1)	
			2006	4 (Day 1)	
			2006	2 (Day 2)	
			2006	3 (Day 2)	
			2006	4 (Day 2)	
Category	Subject	Level	Year	Series	No. of Copies
	Accounting	3	2007	2 (Day 1)	
			2007	3 (Day 1)	
			2007	4 (Day 1)	
			2007	2 (Day 2)	
			2007	3 (Day 2)	
			2007	4 (Day 2)	
			2008	2 (Day 1)	
			2008	3 (Day 1)	
			2008	4 (Day 1)	
			2008	2 (Day 2)	
			2008	3 (Day 2)	
			2008	4 (Day 2)	
			2009	2 (Day 1)	
			2009	3 (Day 1)	
			2009	4 (Day 1)	
			2009	2 (Day 2)	
			2009	3 (Day 2)	
			2009	4 (Day 2)	
	Accounting (IAS)	3	2001	2	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	4	
			2004	2	
			2004	3	
			2004	4	
			2005	3	
			2005	4	
			2006	3	

			2006	4	
			2007	3	
			2007	4	
			2008	2	
			2008	3	
			2009	2	
			2009	3	
Financial Accounting	4		1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
Financial Accounting (IAS)	4		2001	2	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
Cost Accounting	2		1997	4	
			1998	2	
			1998	3	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
Category	Subject	Level	Year	Series	No. of Copies
	Cost Accounting	2	2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	3	
			2003	4	
			2004	2	
			2005	3	
			2006	3	
			2006	4	
			2007	3	
			2008	3	
			2009	3	
		3	1997	3	
			1998	3	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
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			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	3	
			2003	4	
			2004	2	
			2004	3	
			2004	4	
			2005	2	
			2005	3	
			2005	4	
			2006	2	
			2006	3	
			2006	4	
			2007	2	
			2007	3	
			2007	4	
			2008	2	
			2008	3	
			2008	4	
			2009	2	
			2009	3	
			2009	4	
	Management Accounting	3	1997	3	
			1997	4	
			1998	2	
			1998	3	
			1998	4	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
Category	Subject	Level	Year	Series	No. of Copies
	Management Accounting	3	2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	4	
			2004	2	
			2004	3	
			2004	4	
			2005	2	
			2005	3	
			2005	4	
			2006	2	
			2006	3	
			2006	4	
			2007	2	
			2007	3	
			2007	4	
			2008	2	
			2008	3	
			2008	4	
			2009	2	

			2009	3	
			2009	4	
Marketing	Advertising	3	1997	3	
			1997	4	
			1998	2	
			1998	3	
			1998	4	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	3	
			2003	4	
			2004	2	
			2004	3	
			2004	4	
			2005	2	
			2005	3	
			2005	4	
			2006	2	
			2006	3	
			2006	4	
			2007	2	
			2007	3	
			2007	4	
			2008	3	
			2008	4	
2009	3				
2009	4				
	Customer Service	2	1999	2	
			1999	3	
			1999	4	
Category	Subject	Level	Year	Series	No. of Copies
	Customer Service	2	2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
		3	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	

			2003	2	
			2003	3	
			2003	4	
			2004	4	
			2005	3	
			2005	4	
			2006	3	
			2006	4	
			2008	3	
	Selling and Sales Management	3	1997	3	
			1997	4	
			1998	4	
			1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2003	3	
			2003	4	
			2004	2	
			2004	3	
			2004	4	
			2005	2	
			2005	3	
			2005	4	
			2006	2	
			2006	3	
			2006	4	
			2007	2	
			2007	4	
			2008	3	
			2008	4	
			2009	2	
			2009	3	
Category	Subject	Level	Year	Series	No. of Copies
	Selling and Sales Management	3	2009	4	
	Marketing	2	1999	2	
			1999	3	
			1999	4	
			2000	2	
			2000	3	
			2000	4	
			2001	2	
			2001	3	
			2001	4	
			2002	2	
			2002	3	
			2002	4	
			2003	2	
			2005	3	
			2005	4	
			2006	4	
			2007	3	
			2007	4	
			2008	3	
			2008	4	

			2009	3	
			2009	4	
		3	1997	3	
			1997	4	
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