



Modernage Public School & College, Abbottabad
List of Recommended Syllabus and Stationery Items
Session 2024 – 25

Syllabus Pre-University Foundation Program in
Business Administration: Level 3

No.	Subject	Type	Name of Book	Writer/Publisher
1.	Introduction to Business: IB: 301	Textbook	Business in Action, 8 th Edition	Courtland L. Bovee, C. Allen Paul and John V. Thill Pearson (2017)
		Reference Book	The Future of Business, 6 th Edition	T, Lawrence J. Gitman, Carl McDaniel, Thompson Learning
2.	Marketing Fundamentals MF: 302	Textbook	The Fundamentals of Marketing (2009)	Edward Russell
		Reference Book	Fundamentals of Marketing	Marilyn A. Stone, John Desmond Routledge (2007)
3.	Foundation Accounting: FA: 303	Textbook	Accounting Principles 10 th Edition	Weygandt Kieso Kimmel
		Reference Book	Fundamentals of Financial Accounting 2013 Edition	Mohd Nizal Hanif
4.	Foundation Mathematics: FM: 304	Textbook	New Countdown Book 8, 2 nd Edition	OUP
5.	Foundation Computing: FC: 305	Textbook	Computers Tools for an Information Age, 5 th Edition	H.L. Capron
		Reference Book	Information System	Stephen Doyle
6.	Academic English & Study Skills: 306	Textbook	Exploring English for Class IX & X	Sue Gilbert, Oxford University Press
		Reference Book	Oxford Practice Grammar. New Ed.	Eastwood, J. 2004. OUP

Stationery List

Note: Kindly use clear PLASTIC SHEET to cover all the notebooks.

No.	Subject	Name of Items	Type	Quantity
1.	Introduction to Business: IB: 301	Single line	200 page	1 No
2.	Marketing Fundamentals MF: 302	Single line	200 page	1 No
3.	Foundation Accounting: FA: 303	Single line	200 page	1 No
4.	Foundation Mathematics: FM: 304	Single line register	320 page	1 No
5.	Foundation Computing: FC: 305	Single line	200 page	1 No
6.	Academic English & Study Skills: 306	Single line	200 page	1 No
7.		Rough Register single line	160 page	1 No
8.		Blue and black ball pens Black Markers		2 each
9.		Plastic pocket file for all subjects		1 No
10.		Faber Castell Geometry Box		1 Set