



June 2024

### **Economics and Management: Pre-course reading in Management**

Welcome to Economics and Management at St Hilda's. I hope you are looking forward to starting the course with us in October.

Below is a selection of books that appear on your General Management course reading list for Michaelmas term.

I do NOT require any pre-reading for this course. I do need to advise you, however, that your course will require an enormous amount of reading. For example, the reading list below represents a selection of less than 1/8 of what will be on your reading list for the first term alone.

If you wish to prepare yourself by doing some reading BEFORE you arrive it will make your transition into your course easier.

If you undertake this reading, please take extensive notes as you will be examined on this material at the end of your first year. Much of this reading will also apply to the essays you will write in the first few weeks of the course.

You are NOT expected to purchase these books. The list is here to help you should you have access to a good library. If you purchase books, used ones are fine. With used books, however, you need to check that the suggested chapters correspond with the edition that is listed below. If you are able to attempt even some of the books it will help you in your course. There is no preferred reading on the list. The readings are all equally useful in different ways once you begin your studies.

Readings that will likely be required of you in Michaelmas term 2022 or will be helpful to complement what is on your reading list:

Chandler, A. D. (1977) *The visible hand: the managerial revolution in American business*. Cambridge, Mass. Harvard University Press.  
Read Introduction and Chapter 9.

Chandler, A. D. (1990) *Scale and Scope: the Dynamics of Industrial Capitalism*, Harvard University Press.

Boyce, G. and Ville, S. P. (2002) *The development of modern business*. Basingstoke: Palgrave.  
Read Chapter 1.

Williamson, O.E. (1985) *The economic institutions of capitalism: firms, markets, relational contracting*. New York. The Free Press.

Chandler, A.D. (1961) *Strategy and structure: chapters in the history of the industrial enterprise*, MIT Press.

Read the Introduction

Chandler, A. D., Jr (1990), *Scale and Scope: The dynamics of Industrial Capitalism*, Harvard University Press.

Taylor, F. W. (1998) *Principles of scientific Management* (Dover Publications)

Womack, J. P., Jones, D.T. and Roos, D. (1990) *The machine that changed the world*, New York: Rawson Associates.

Read Chapter 2.

Braverman, H. (1974) *Labor and monopoly capital: the degradation of work in the twentieth century*, New York: Monthly Review Press.

Read Chapters 4 – 8.

Mc Kenna, C. (2006) *The World's Newest Profession: Management Consulting in the Twentieth Century* (Cambridge University Press).

Kay, J. (1993) *Foundations of corporate success: how business strategies add value*, Oxford: OUP.

Read chapter 1 and part 3.

Grant, R. M. (1991) *Contemporary strategy analysis: concepts, techniques, applications*, Oxford: Blackwell Business.

Read chapters 2 and 3.

Morgan, Gareth (2006) *Images of Organizations*

Whittington, R. (1993), *What is Strategy – and does it matter?* Routledge. Read chapters 2 & 4.

I will be in contact with you again at the beginning of Michaelmas term with a tutorial schedule.

Yours sincerely,

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Lecturer in Management