



HOTEL RESTAURANT TOURISM MANAGEMENT

Resource List

May 2010

HOTEL, RESTAURANT & TOURISM MANAGEMENT
CGTC Library Resources
May 2010

Print Books:

100 Tips for Hoteliers: What Every Successful Hotel Professional Needs to Know and Do / P. Venison.

TX 911.3 .M27 V46 2005

Accounting and Financial Analysis in the Hospitality Industry / J. Hales.

HF 5686 .H75 H33 2005

The Art of Project Management / S. Berkun.

HD 69 .P75 B47 2005

The Attitude of Leadership: Taking the Lead and Keeping it / K. Harrell.

HD 57.7 .H369 2003

Close to the Customer: 25 Management Tips from the Other Side of the Counter / J. Donnelly.

HF 5415.5 .D65 1992

Controlling Foodservice Costs: Competency Guide / NRAEF.

TX 911.3 .C65 C66 2007

Controlling Foodservice Costs: Exam Prep Guide / NRAEF.

TX 911.3 .C65 C665 2009

Customer Service: Competency Guide / NRAEF.

TX 911.3 .C8 N72 2007

Customer Service: Exam Prep Guide / NRAEF.

TX 911.3 .C8 N725 2009

Entrepreneur's Guide to Business Law / C. Bagley

KF 390 .B84 B34 2003

Food Production : Competency Guide / NRAEF.

TX 911.3 .Q34 N73 2007

Hospitality and Restaurant Management : Competency Guide / NRAEF.

TX 911.3 .M27 H6225 2007

Hospitality and Restaurant Management : Exam Prep Guide / NRAEF.
TX 911.3 .M27 H6226 2009

Hospitality Industry Training: Instructor's Guide.
TX 911 .H67 1990

Hospitality Law: Managing Legal Issues in the Hospitality Industry / S. Barth.
KF 2042 .H6 H67 2006

A Host of Opportunities: An Introduction to Hospitality Management / H. Van Hoof.
TX 911.3 .M27 H6625 2007

Hotel Management and Operations / D. Rutherford.
TX 911.3 .M27 H663 2007

How to Open a Financially Successful Bed & Breakfast or Small Hotel / L. Arduser.
TX 911.3 .M27 F83 2004

Human Relations: Leadership in Organizations / G. Frunzi.
HF 5549 .F756 1991

Human Resources Management and Supervision: Competency Guide / NRAEF.
TX 911.3 .P4 H86 2007

Human Resources Management and Supervision: Exam Prep Guide / NRAEF.
TX 911.3 .P4 H865 2009

Introduction to Hospitality Operations / P. Jones.
TX 911 .I68 2002

Inventory and Purchasing: Competency Guide / NRAEF.
TX 911.3 .P8 N73 2007

Inventory and Purchasing: Exam Prep Guide / NRAEF.
TX 911.3 .P8 N735 2009

The Law (In Plain English) for Restaurants, and Others in the Food Industry / L. DuBoff.
KF 2042 .H6 D83 2006

Leadership A to Z: A Guide for the Appropriately Ambitious / J. O'Toole.
HD 57.7 .O87 1999

Leadership by Encouragement / D. Dinkmeyer.
HD 577 .D555 1993

Leading Teams: the Skills for Success / S. Lloyd.
HD 57.7 .L59 1996

Managerial Accounting Competency Guide / NRAEF.
HF 5686 .H75 M28 2007

Managerial Accounting : Exam Prep Guide / NRAEF.
HF 5686 .H75 M285 2009

Menu Marketing and Management : Competency Guide / NRAEF.
TX 911.3 .M45 M45 2007

Nutrition for Foodservice and Culinary Professionals / K. Drummond.
TX 353 .D78 2010

Open Your Own Bed & Breakfast / B. Notarius.
TX 911.2 .N68 2001

The Restaurant: From Concept to Operation / J. Walker.
TX 911.3 .M27 W352 2005

Restaurant Management: Customers, Operations, and Employees / R. Mill.
TX 911.3 .M24 M55 2007

The Restaurant Manager's Handbook: How to Set Up, Operate, and Manage a
Financially Successful Food Service Operation / D. Brown.
TX 911.3 .M27 B76 2003

Restaurant Marketing and Advertising: For Just a Few Dollars a Day / A. Jorgensen.
TX 911.3 .M3 J67 2003

Restaurant Marketing : Competency Guide / NRAEF.
TX 911.3 .M3 R456 2007

Restaurant Marketing : Exam Prep Guide / NRAEF.
TX 911.3 .M3 R4565 2009

The Restaurant Start-Up Guide / P. Rainsford.
TX 911.3 .M27 R36 1997

The Restaurant Start-Up Guide: A 12-Month Plan for Successfully Starting a Restaurant
/ P. Rainsford.
TX 911.3 .M27 R36 2001

So-- You Want to be an Innkeeper: The Definitive Guide to Operating a Successful Bed-and-Breakfast or Country Inn / S. Brown.
TX 911.3 .M27 S62323 2004

Start Your Own Restaurant and Five Other Food Businesses: Your Step-by-Step Guide to Success / J. Lynn.
TX 911.3 .M27 L9775 2006

A Survival Guide for Hotel and Motel Professionals / A. Gelb
TX 911.3 .M27 G445 2005

Training for the Hospitality Industry / L. Forrest.
TX 911.3 .T73 F67 1990

The World of Culinary Supervision, Training, and Management / J. Chesser.
TX 911.3 .M27 C494 2005

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Print Periodical Subscriptions:

Business Week

ISSN: 0007-7135

Entrepreneur

ISSN: 0163-3341

Georgia Trend

ISSN: 0882-5971

HRfocus

ISSN: 1059-6038

Laborwatch

ISSN: 1084-2160

Quality Management Journal

ISSN: 1068-6967

Training Magazine

ISSN: 0095-5892

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Online Periodical Subscriptions via GALILEO:

<u>Journal Title</u>	<u>GALILEO Database</u>
Consortium Journal of Hospitality and Tourism ISSN: 1535-0568	EBSCOhost Hospitality & Tourism Complete
Cornell Hotel and Restaurant Administration Quarterly ISSN: 0010-8804	ProQuest ABI Inform Complete
Foodservice & Hospitality ISSN: 0007-8972	EBSCOhost Hospitality & Tourism Complete
Great Kosher Restaurants Magazine ISSN: 1554-5032	EBSCOhost Hospitality & Tourism Complete
Hospitality ISSN: 1172-4285	EBSCOhost Hospitality & Tourism Complete
Hospitality ISSN: 0144-3704	ProQuest Career and Technical
HotelBusiness ISSN: 1065-8432	EBSCOhost Hospitality & Tourism Complete
Hotel & Motel Management ISSN: 0018-6082	EBSCOhost Hospitality & Tourism Complete
Journal of Hospitality and Tourism Management ISSN: 1447-6770	EBSCOhost Hospitality & Tourism Complete
Journal of Quality Assurance in Hospitality & Tourism ISSN: 1528-008X	EBSCOhost Hospitality & Tourism Complete
Journal of Restaurant & Foodservice Marketing ISSN: 1052-214X	EBSCOhost Hospitality & Tourism Complete
Lodging Hospitality ISSN: 0148-0766	EBSCOhost Hospitality & Tourism Complete

Nation's Restaurant News

ISSN: 0028-0518

EBSCOhost Business Source Complete

Restaurant Business

ISSN: 0097-8043

EBSCOhost Business Source Complete

Restaurant Hospitality

ISSN 0147-9989

EBSCOhost Business Source Complete

Restaurants & Institutions

ISSN: 0273-5520

EBSCOhost Business Source Complete

Tourism and Hospitality Management

ISSN: 1330-7533

EBSCOhost Hospitality & Tourism Complete

Tourism and Hospitality Planning & Development

ISSN: 1479-053X

EBSCOhost Hospitality & Tourism Complete

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Electronic Books (eBooks) via NetLibrary:

Advertising in Tourism and Leisure / N. Morgan.
Oxford, Boston Butterworth-Heinemann, 2001.

Choosing a Career in Hotels, Motels / N. Rue.
New York Rosen Publishing Group, 1997.

Choosing a Career in the Restaurant Industry / E. Beal.
New York Rosen Publishing Group, 1997.

Class Acts : Service and Inequality in Luxury Hotels / R. Sherman.
Berkeley University of California Press, 2007.

Complete Guide to Foodservice in Cultural Institutions : Keys to Success in
Restaurants, Catering, and Special Events / A. Manask.
New York John Wiley & Sons, Inc. (US), 2002.

Culinary Taste: Consumer Behaviour in the International Restaurant Sector / D. Sloan.
Boston Butterworth-Heinemann, 2004.

Destination Benchmarking : Concepts, Practices and Operations / M. Kozak.
Cambridge, MA CABI Publishing, 2004.

Developing Hospitality Properties and Facilities / H. Ingram.
Oxford, Boston Elsevier, 2004.

Dictionary of Travel, Tourism and Hospitality / S. Medlik.
Oxford Butterworth-Heinemann, 2003.

Ecotourism, NGOs and Development : A Critical Analysis / J. Butcher.
London, New York Taylor & Francis Routledge, 2007.

Front Office Operations and Management / A. Ismail.
Albany, NY , Thomson Delmar 2002

The Geography of Tourism and Recreation : Environment, Place and Space / C. Hall.
London ; New York Routledge, 2002.

Guide to College Programs in Culinary Arts, Hospitality, & Tourism : A Directory of CHRIE Member Colleges and Universities /
New York, N.Y. John Wiley & Sons, Inc. (US), 1999.

Hospitality Management Accounting / M. Jagels.
Hoboken, N.J. John Wiley & Sons, Inc. (US), 2004.

Hotel Front Office Management / J. Bardi.
New York John Wiley & Sons, Inc. (US), 2003.

Improving Tourism and Hospitality Services / E. Laws.
Wallingford, Cambridge, MA CABI Publishing, 2004.

Information and Communication Technologies in Support of the Tourism Industry /
Hershey, PA IGI Publishing, 2007.

Innovation and Growth in Tourism / OECD.
Paris OECD, 2006.

International Handbook On the Economics of Tourism / L. Dwyer.
Cheltenham, UK, Northampton, MA Edward Elgar Publishing, Inc., 2006.

International Hospitality Industry : Structure, Characteristics and Issues / B. Brotherton.
Oxford, Boston Butterworth-Heinemann, 2003.

Leasing Space for Your Small Business / J. Portman.
Berkeley Nolo, 2001.

Opportunities in Hotel and Motel Management Careers / S. Henkin.
Chicago, Ill. McGraw-Hill Professional, 2001.

Opportunities in Restaurant Careers / C. Chmelynski.
New York McGraw-Hill Professional, 2004.

Organization Behaviour for Leisure Services / C. Lashley.
Boston Butterworth-Heinemann, 2003.

Restaurant Financial Basics / R. Schmidgall.
Hoboken, N.J. John Wiley & Sons, Inc. (US), 2002.

Restaurant Start-up Guide / P. Rainsford.
Chicago, IL Dearborn, A Kaplan Professional Company, 1997.

Service Magic: The Art of Amazing Your Customers / R. Zemke.
Bearborn, A Kaplan Professional Company, 2003.

Sports Tourism : Participants, Policy and Providers / M. Weed.
Burlington, MA Butterworth-Heinemann, 2004.

Strategic Management for Travel and Tourism / N. Evans.
Oxford, Boston Butterworth-Heinemann, 2003.

Tourism and Intercultural Exchange : Why Tourism Matters / J. Gavin.
Clevedon, Buffalo Multilingual Matters, 2005.

Tourism and Transition : Governance, Transformation, and Development / D. Hall.
Cambridge, MA, USA CABI Publishing, 2004.

Tourism Employment : Analysis and Planning / M. Riley.
Clevedon, Buffalo Multilingual Matters, 2002.

Tourism Ethics / D. Fennell.
Buffalo [New York] Multilingual Matters, 2006.

Tourism : Principles, Practices, Philosophies / C. Goeldner.
Hoboken, N.J. John Wiley & Sons, Inc. (US), 2003.

Travel Fitness / R. Johnson.
Champaign, Ill. Human Kinetics, 1995.

Understanding the Hospitality Consumer / A. Williams.
Oxford, Boston, MA Butterworth-Heinemann, 2002.

Working in the Leisure Industry : How to Find a Job or Make a Career in the Expanding
Leisure Business / S. Marks.
Plymouth How To Books, Ltd., 1998.

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Video/DVD Resources:

Careers to Consider: the Hospitality Industry (DVD)

Food Safety (DVD)

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General Internet Web Resources:

American Bed and Breakfast Association

www.abba.com

American Hotel & Lodging Association (AHLA)

www.ahla.com

Georgia Hospitality and Lodging Association

www.ghla.net

Georgia Restaurant Association

www.garestaurants.org

Green Hotels Association

www.greenhotels.com

Green Restaurant Association

www.dinegreen.com

Hospitality Training Association

www.hta.org

Hotelier International

www.hotelier.com

Institute of Hospitality

www.instituteofhospitality.org

International Hotel and Restaurant Association

www.ih-ra.com

National Restaurant Association

www.restaurant.org

Professional Association of Innkeepers International

www.paii.org

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Full Text Databases Online via GALILEO:

Example database list for Business Management fields:

EBSCOhost full-text journal databases:

Academic Search Complete
Advanced Placement Source
Business Source Complete
Hospitality & Tourism Complete
MasterFILE Premier
Vocational & Career Collection

LexisNexis Academic / Business

ProQuest full-text journal databases:

ABI/Inform Complete (American Business Index)
Career & Technical Education
Research Library