University of Leeds Classification of Books
Management

[A General]
A-0.01 Periodicals
A-0.02 Series
A-0.03 Collected essays, Festschriften etc.
A-0.04 Bibliography
A-0.05 Study and teaching
A-0.06 History and biography
A-0.19 Dictionaries
A-1 General texts
A-3 Consultancy
A-9 Country studies  Divided geographically, e.g. A-9.49 Japan

[B Systems Analysis]
B-1 General, including information systems : management applications,
   B-2 – B-6 : No longer used : see Computer Studies P
   
[B-2 Systems logic
B-3 Systems analysis
B-5 Systems design
B-6 Simulation]

[C Organisation Management]
C-1 Organisational theory
   Management aspects only, all others in Sociology H-1.5
C-3 Organisational development – knowledge management ; team working
C-5 Organisational psychology, including corporate culture; change management

[E Management Economics]
E-1 General; Entrepreneurship
E-1.5 Electronic commerce  See also Computer Studies V-4.4
E-2 Cost analysis
E-3 Forecasting and pricing
E-5 Strategic management; Profit planning and control
E-6 Location of business activity
E-9 Mergers, diversification, innovation, alliances, networks
E-10 Corporate objectives
E-11 Corporate ethics; Environmental issues
Quantitative methods of management
F-1 General Introductory texts
F-3 Operational research: theoretical Operations studies: see K-5
F-4 Linear programming
F-5 Stochastic processes
F-6 Decision theory and game theory Decision-making: see T-2
See also Economics K-15, Mathematics K-2
F-7 Network analysis; Critical path analysis; PERT [Program evaluation and review technique]
F-9 Numerical and computational methods; computers, computer programming and systems analysis
F-10 Cybernetics
F-12 Management statistics

Special groups]
G-1 General; Diversity
G-2 Women
G-3 Youth
G-5 Ethnic minorities
G-7 Ageing

Human resources (Personnel management) ]
H-1 General
H-2 Recruitment and selection; interviewing, testing
H-3 Utilisation of employees (job training, job design, job sharing, performance rating, mentoring etc.)
H-4 Career development; job hunting
Career advice in schools: Education 371.425;
Career advice in higher education: Education 378.19425
H-4.3 Job applications; CVs
H-4.4 Interviewee techniques
H-4.5 Taking tests
H-5 Employee representation in management: industrial relations - new techniques, joint consultation
H-6 Employer-employee relationships; conflict; negotiating
H-8 Health, safety, welfare; stress; working hours; quality of working life

Purchasing]
J-1 Procurement; handling; storage; shipment

Production Management]
K-1 General Divided geographically, e.g. K-1.49 Japan
Operations management
K-2 Programming of production
K-4 Process analysis
K-5 Operations studies (time and motion studies)
Operational research (theory): see F-3
K-7 Product control (standards and specifications; packaging; product analysis)
Quality control
K-8 Management of buildings, grounds, equipment, facilities, plant
[M] Distribution Management
M-1 General
M-3 Warehousing
M-4 Transport

[N] Marketing Management
N-1 General; Public relations; Brand management
N-2 Sales management
N-3 Market research and analysis; Consumer behaviour
N-5 Advertising Social aspects: see Communications Studies D-6.1
N-6 Retail marketing

[R] Financial Management and Accounting
R-0.02 Series
R-0.03 Collected essays, Festschriften etc.
R-0.04 Bibliography
R-0.19 Dictionaries
R-1 General
R-2 History and biography
R-3 Study and teaching; Research methods

R-5 Financial management, general; Financial risk management
R-6 Capital management and investments
R-7 Business formation and liquidation

R-10 Accounts and accounting, general
Divided geographically, e.g. R-10.48 China
R-11 Accounting procedures: standards goodwill
Divided geographically, e.g. R-11.72 Canada
R-12 Financial statements: disclosure, reporting
Divided geographically, e.g. R-12.22 France
R-15 Inflation accounting
R-16 Accounting valuation
R-17 Book-keeping systems
R-20 Accounting in particular sectors: public sector, multinationals, etc.
R-21 Accounting information systems: IT, computing
R-22 Social and environmental accounting
R-25 Management accounting
R-26 Budgetary control, budgeting
R-27 Income accounting, incomes, profit
R-28 Cost accounting, costs
R-35 Auditing

[S] Management of Research and Development
S-1 General See also Mechanical Engineering A-7
S-2 Research
S-3 Development
S-4 Project management
Executive Management

T-1 General; Leadership

T-2 Planning and policy making; decision making, risk management
   Decision theory: see F-6
   Finance/investments: see Economics F
   Financial risk management: see R-5

T-4 Internal management (communications; conduct of meetings; office management)

Management Case Studies

Divided as industry section Economics J, e.g. V-15.4 Pharmaceutical industry

V-1 General

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