



# **Pearson LCCI Level 3 Certificate in Business Statistics (ASE20100)**

## **Reading and resource suggestions**

**(Extracted from the Teacher's Delivery Guide)**

# Chapter 6

## Further reading and resource suggestions

### Text books that cover all aspects of the syllabus

A number of texts cover all (or most) aspects of the subject content within the specification.

- 1 Management Information: The External and Internal Business Environment
  - 2 Business Planning Models
  - 3 Risk Management and Business Decision Making
- Sonia Taylor (2007) *Business Statistics for Non-Mathematicians*  
ISBN: 978-0-230-50646-6 Palgrave Macmillan
  - Gordon Bancroft & George O'Sullivan (1993) *Quantitative Methods for Accounting and Business Studies*  
ISBN: 0-07-070773-1 McGraw-Hill
  - Les Oakshott (2012) *Essential Quantitative Methods for Business, Management & Finance*  
ISBN: 978-0-230-30266-2 Palgrave Macmillan
  - Jon Curwin and Roger Slater (2013) *Quantitative Methods for Business Decisions*  
ISBN: 978-1-84480-574-7 South-Western CENGAGE
  - Mick Silver (1997) *Business Statistics*  
ISBN: 0-07-709225-2 McGraw-Hill

### Text books that cover some aspects of the course

Text books that cover all of Sections 1 and 3:

- 1 Management Information: The External and Internal Business Environment
- 3 Risk Management and Business Decision Making

but only some material for Section 2: Business Planning Models

- Mik Wisniewski (2009) *Quantitative Methods for Decision Makers*  
ISBN: 978-0-273-71207-7 Pearson

- Louise Swift and Sally Pitt (2014) *Quantitative Methods for Business, Management and Finance*  
ISBN: 978-1-137-37655 Palgrave Macmillan
- Gordon Bancroft and George O'Sullivan (2000) *Foundations in Quantitative Business Techniques*  
ISBN: 007-709468-9 McGraw-Hill
- Alan Anderson (2013) *Business Statistics for Dummies*  
ISBN: 978-1-118-63069-3 John Wiley & Sons
- Glyn Davis and Branko Pecar (2013) *Business Statistics using Excel*  
ISBN: 978-0-19-965951-7 Oxford University Press
- David M Levene, Timothy C Kehbiel *et al* (2012) *Business Statistics*  
ISBN: 978-0-273-77092-3 Pearson
- Norman Sharpe and Richard D De Veaux *et al* (2010) *Business Statistics*  
ISBN: 978-0321925831 Pearson

### Helpful websites – providing business data which can be used as a source for analysis

To get the most out of this qualification it is helpful if learners use real business data. Such data can be obtained from a variety of sources:

- The internet as a source of official data
- Government publications
- Newspapers

There are a number of websites that contain useful data:

- <http://www.ons.gov.uk/>

The Office for National Statistics (ONS) produces and publishes a wide range of the information about Britain that can be used for social and economic policy making. Much of the data on which policy-makers depend is produced by ONS through a combination of a decennial population census, samples and surveys and analysis of data generated by businesses and organisations such as the National Health Service. Both its publications and its publicly available raw data, available free, are reported and discussed daily in the media as the basis for the public's understanding of the country in which they live.

Similar information can be found on similar sites for other countries:

- <http://www.statistics.gov.my/>  
Detailed information on Malaysian GDP, consumer and producer prices, trade and industry.
- <http://www.stats.gov.cn/english/statisticaldata>  
National Bureau of Statistics of China

Other helpful websites include:

- <https://www.nomisweb.co.uk>  
UK labour market statistics
- <http://www.thebigproject.co.uk/news/>  
This is a website that can access international newspapers containing a range of interesting data.

## Student and tutor resources on business statistics from internet websites

The following websites can be used as a further resource in developing knowledge about the various topics studied for the Business Statistics Certificates. These websites are generic websites that tend to develop a range of mathematical and statistical topics, some of which are relevant to the Certificates in Business Statistics.

- <http://www.onlinestatbook.com/>  
Relevant topics include graphing distributions, summarising distributions, describing bivariate data, probability
- <http://www.mathsrevision.net/>  
Relevant topics include handling data probability, averages, sampling, standard deviation
- <http://www.mathcentre.ac.uk/courses/business/statistics>  
Relevant topics include frequency tables, probability, sampling techniques
- <http://www.squeezedbooks.com/statistics-resources-for-businesses-and-educators.html>  
Relevant topics include descriptive statistics, probability concepts, data collection