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### KEY=PDF - LESTER CUMMINGS

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#### RETAIL BANKING

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Retail Banking has become a very important component in the business mix of banks. Retail Banking offers multiple comfort factors for banks to do business. Large and divergent customer base across income segments offers huge scope for banks to develop and

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#### ADVANCE BANK MANAGEMENT

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Advance Bank Management comprises four modules. The first module on economic analysis explains the micro and macro economics, markets and interest rates, role of money and banking in the economy, inter relationship between fiscal and monetary measures, op

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#### ACCOUNTING AND FINANCE FOR BANKERS:(FOR JAIIB EXAMINATIONS)

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*Macmillan* This book is a practical handbook that takes the reader through accounting and financial techniques in an easy-to-follow, progressive way. In this new, easy-to-read format, recent and developed concepts are introduced in a non-specialist context, intended

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#### JAIIB 2021 LATEST EDITION PRACTICE KIT WITH 15 MOCK TESTS (PAPER I, II & III)

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*Edugorilla Community Pvt. Limited* Junior Associate of the Indian Institute of the Bankers (JAIIB) is an associate examination conducted by the Indian Institute of Banking and Finance (IIBF). The Indian Institute of Banking and Finance test candidates' proficiency in finance and banking through the exam. Only members of IIBF can appear in this examination. JAIIB is one of the front-running courses or exams to educate and train beginners employed in the fields of banking and finance. JAIIB is an educational course that the IIBF conducts for upgrading the skills of the employees of the banking and financial institutions. The exam is greatly desired by a great number of employees of the financial and the banking sectors.

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#### PRINCIPLES & PRACTICES OF BANKING FOR JAIIB AND DIPLOMA IN BANKING & FINANCE EXAMINATION

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*Ramesh Publishing House* JAIIB and DB&F (Diploma in Banking & Finance) Examination is conducted by Indian Institute of Banking and Finance (IIBF) in May and November every year. 'Principles & Practices of Banking', is the 1st paper of the JAIIB/DB&F Examination. This book has been written keeping in mind the requirements of the new entrants to Banking and their preparation for JAIIB. Exhaustive material has been provided in the book which will help the readers in providing in- depth knowledge of various Principles & Practices of Banking. The book is based on the latest JAIIB syllabus. It is an updated comprehensive textbook with objective questions. It contains latest changes in banking and financial sectors up-to-date. It contains objective questions at the end of each chapter for testing the readers' preparation. Two mock tests for self-assessment of preparation are also given at the end of the book. It is also a very useful book for day-to-day Banking operations and all knowledge based examinations in banking. We trust that this book will be beneficial to all the new entrants in banking.

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#### LEGAL AND REGULATORY ASPECTS OF BANKING:(FOR JAIIB EXAMINATIONS)

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*Macmillan* This book offers a comprehensive coverage of laws and practices relating to banking. It begins with a module on the legal framework of regulations and the subsequent module covers a wide spectrum of laws that impacts on banking operations. Though tailore

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#### DATA INTERPRETATION & DATA SUFFICIENCY

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*Arihant Publications India limited*

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#### ACCOUNTING AND FINANCE FOR BANKERS FOR JAIIB AND DIPLOMA IN BANKING & FINANCE EXAMINATION

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*Ramesh Publishing House* JAIIB and DB&F (Diploma in Banking & Finance) Examination is conducted by Indian Institute of Banking and Finance (IIBF) in May and November every year. 'Accounting & Finance for Bankers' is the 2nd paper of

the JAIIB/DB&F Examination. This book is published keeping the Young Banker in mind, who are not having commerce background. The main advantage of this book is to understand the bankrelated accounting process in easy language and to awaken the banker's confidence on accounting and finance. Exhaustive material has been provided in the book which will help the readers in grasping indepth knowledge of banking and bankingrelated accounting knowledge. This book is based on the latest JAIIB syllabus of 2019. It is an updated comprehensive textbook that incorporates latest changes in banking and financial sectors up to March 2019 and contains several objective questions at the end of each chapter for testing the readers' preparation for the exam. Two mock tests for selfassessment of preparation are also given in the end of the book. This book is very useful for daytoday Banking operations and all knowledgebased examinations in banking. It is believed the book will be beneficial to all the new entrants in banking.

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### **BANKING KE VIDHIK PAKSH**

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*Taxmann Publications Pvt Ltd*

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### **IBPS BANK CLERK PRELIMINARY EXAM MEGABOOK (GUIDE + PAST PAPERS + 15 PRACTICE SETS) 3RD EDITION**

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*Disha Publications* The IBPS Clerk Prelim Exam MEGABOOK covers all the 3 sections as per the latest syllabus English Language, Quantitative Aptitude and Reasoning. The book now comes with 2016, 2017 & 2018 Prelim Exam Solved Papers. The book is also updated with 300 High Level MCQs in the 3 sections. The book has 2 parts. The Part A provides well illustrated theory with exhaustive fully solved examples for learning. This is followed with an exhaustive collection of solved questions in the form of Exercise. The Part B provides 15 practice sets for the Prelim exam exactly on the new pattern. The book is the perfect solution for the prelim exam.

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### **CTET & STATE TET (ENGLISH LANGUAGE)**

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*Shivendra kumar shrivastava BIUT*

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### **A MODERN APPROACH TO VERNBAL & NON VERBAL REASONING**

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### **RISK MANAGEMENT:(FOR CAIIB EXAMINATIONS)**

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*Macmillan* Risk management has assumed paramount importance amongst banks in order to protect them against the adverse effects of uncertainty caused by fluctuations in interest rates, exchange rates, etc. The advent of new financial instruments in the Indian banking

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### **ACE REASONING ABILITY FOR BANKING AND INSURANCE**

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### **ONE OF THE BEST BOOKS TO PREPARE FOR REASONING QUESTIONS FOR BANK EXAMS**

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*Adda247 Publications* ADDA 247 is launching a complete and comprehensive ebook on "Reasoning Ability". The book is updated as per the latest examination pattern and is suitable for all the Banking & Insurance Examinations such as SBI, RBI, IBPS, LIC, GIC, UIIC, NIACL AO & Others. The aim of this ebook is to help students learn and understand the new pattern of recruitment exams which will help them to maximise their scores in the competitive examination. The book has been prepared by experienced faculties, subject-matter experts and with the expertise of Adda247 keeping the new pattern and challenges of competitive exams in mind. Salient Features of the eBook -Based on Latest Pattern -3 Level of Exercises -1500+ Multiple Choice Questions with 100% solutions -Includes the Previous Year Questions of all the chapters.

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### **CAIIB BUSINESS MATHS - GUIDE BOOK**

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*Prakash Prasad* The Indian Institute of Banking and Finance conducts the Certificate Associate of IIBF CAIIB Exam. CAIIB exam is a national level examination that is conducted twice every year. This examination is conducted to get the best from the already serving members of Indian Institute of Banking and Finance. This book is quick guide to ace business Maths, Module - B of CAIIB Exam.

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### **ACE BANKING AND STATIC AWARENESS BOOK (ENGLISH PRINTED EDITION)**

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### **A COMPLETE BOOK ON DATA INTERPRETATION & DATA ANALYSIS (EBOOK)**

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### **TOP SELLING BEST BOOK FOR DATA INTERPRETATION & DATA ANALYSIS FOR COMPETITIVE EXAMS**

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*Adda247 Publications* -2000+ Questions Based on Latest Pattern with detailed Solutions -Covers all the types of DI such as Table| Pie | Bar | Line | Caselet | Radar -Includes Arithmetic Based & Missing DI asked in IBPS/SBI Mains Examinations -Includes Previous year questions asked in SBI Po mains 2018, IBPS PO mains 2018 and other exams. -Essential for both Prelims and Mains exams A Complete Book on Data Interpretation and Analysis eBook' is an effort to assist all the government job aspirants with a comprehensive, reliable and satisfactory source of offline practice materials to improve their proficiency in Quantitative Aptitude. This ebook is a unique approach towards fulfilling the needs of our dedicated aspirants who wish to clear any obstacle with ease. We should never be confined by the limits of our brain and this eBook which is thoroughly revised and covers every crucial aspect of all the Banking and Insurance examinations assures you that it will help you in transcending your limits. The ebook comprises more than 300 DIs which include 2000+ Questions covering all the patterns and topics that the IBPS, SBI and other banking exams have

been surprising us with for last few years. The ebook is elegantly divided into different chapters namely Table, Bar Graph, Line Graph, Pie Graph, Mixed Graph, Arithmetic and Caselets. Each chapter is further categorized into four parts - Solved Examples, Previous years' exercises, Level 1 exercise (Basic to Moderate) and Level 2 exercise (Advance). There are new methods and approach to solving the latest pattern questions within a short time limit. Detailed solutions are provided to every question for better CONCEPTUAL learning. In the second edition, we have includes more than 500 Questions based on latest pattern and questions asked in recent exams like SBI PO 2018, IBPS PO 2018, RRB PO 2018 and other exams. The questions are duly framed and prepared by our best faculties in this field. While preparing, all the necessities including minute details have been taken care of. The questions are preferably selected based on their quality, inculcating different levels and types that are being asked in the banking and insurance examinations. The ebook will be extremely helpful in preparing for all the Banking and Insurance examinations like IBPS PO, SBI PO, BANK OF BARODA PO, SYNDICATE BANK PO, RBI ASSISTANT, OICL, UIIC, etc.

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### **COMPREHENSIVE GUIDE TO IBPS BANK PO/ MT PRELIMINARY & MAIN EXAM (6TH EDITION)**

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*Disha Publications* • The thoroughly revised & updated 6th edition of "Comprehensive Guide to IBPS-CWE Bank PO Exam" has been designed specially for the CWE Bank PO stage 1 & 2 of the exam. • A chapter on Sentence Exclusion has been introduced as asked in the 2016 PO Mains Exam. • The book covers all the sections of the Preliminary & Main PO exam - English Language, Quantitative Aptitude, Reasoning Ability, Computer Aptitude, and Banking Knowledge & General Awareness. • The book provides well illustrated theory with exhaustive fully solved examples for learning. This is followed with an exhaustive collection of solved questions in the form of Exercise. • The book incorporates fully solved 2012, 2013, 2014, 2015 & 2016 IBPS PO question papers with solutions of Descriptive Test. • The Current Affairs section has been updated with the latest questions so as to provide an updated book to the aspirants.

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### **CTET PAPER 1 - 7 SOLVED + 10 PRACTICE SETS (CLASS 1 - 5 TEACHERS) 2ND HINDI EDITION**

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*Disha Publications*

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### **AN ACT TO AMEND THE LAW OF EVIDENCE WITH RESPECT TO BANKERS' BOOKS**

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#### **RURAL BANKING**

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Rural Banking engages the attention of the bankers to a great extent. A large number of bankers are involved directly or indirectly in transformation of the rural sector. Hence the importance of rural banking to banks. The book presents different dimensio

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### **JAIIB WORKBOOK ON PRINCIPLES AND PRACTICES OF BANKING/ACCOUNTING AND FINANCE FOR BANKERS/ LEGAL AND REGULATORY ASPECTS OF BANKING**

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#### **SOCIAL PROBLEMS IN INDIA**

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### **PRINCIPLES AND PRACTICES OF BANKING (2 EDITION) : (FOR JAIIB EXAMINATIONS)**

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*Macmillan* This book is intended to be an introduction to the Indian banking and touches on almost every aspect, from the Indian financial system to contemporary issues and developments in the industry. It also covers emerging technology and expanded banking powers and markets. The topics included in this book are: the evolution of banking; the deposit function; the lending function; fund management and bank investments; specialised products and services; electronic financial services; and a summary of RBI regulations.

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#### **INDIAN FINANCIAL SYSTEM**

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*Pearson Education India* The Indian Financial System is a complex amalgamation of various institutions, markets, regulations and laws, analysts, transactions, claims and liabilities. This book not only thoroughly engages with these important aspects of financial system as the bedrock of the book, but also helps students, academicians and professionals to survive and thrive in today's competitive business environment. The lucid language and comprehensive approach of this book makes it invaluable both as a textbook and a reference book. This edition has been substantially revised, with incorporation of the latest amendments and changes, and important discussions on topics like financial markets and institutions, instruments, agencies and regulations in an analytical and critical manner.

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#### **LEGAL ASPECTS OF BUSINESS**

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*Oxford University Press, USA* The second edition of Legal Aspects of Business: Texts, Jurisprudence, and Cases is a comprehensive textbook designed especially for postgraduate students of business management. It presents a complete, all inclusive jurisprudence and supplements the concepts with numerous cases, exercises, and profiles of legal luminaries. The book is divided into six parts. Part I introduces the reader to Business Jurisprudence. As the contract law is foundation to all business laws, Part II, Commercial Jurisprudence, on Mercantile Law discusses the Indian Contract Act, 1872 and its features at length. The Sale of Goods Act, 1930, the Negotiable Instrument Act, 1881, The Indian Partnership Act, 1932, the Companies Act, 2013, and the Competition Act, 2002 are also covered in depth. Part III, Financial Jurisprudence, covers the laws related to finance and banking at length. Part IV, Labour and Industrial Jurisprudence, covers the laws related to wages, workers' social security, and industrial relations. Part V,

Aspects of New Economy and Jurisprudence, throws light on laws related to information and communication, intellectual property rights, and environment protection. Part VI, Judicial and Social Jurisprudence, is devoted to business and criminal liability and basic rights and business. The book also offers valuable insights to practitioners to arrive at legally sound decisions in various business situations.

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### **IBPS BANK CLERK GUIDE FOR PRELIMINARY & MAIN EXAMS 2020-21 WITH 4 ONLINE TESTS (10TH EDITION)**

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*Disha Publications*

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### **SBI BANK PO 12 YEAR-WISE PRELIMINARY & MAINS SOLVED PAPERS (2019-13)**

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*Disha Publications*

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### **EDUCART CBSE MATHS STANDARD SAMPLE QUESTION PAPERS FOR CLASS 10 (FOR MARCH 2020 EXAM)**

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#### **STRICTLY BASED ON 20TH SEPTEMBER 2019 CBSE SAMPLE PAPER**

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*Educart* **NEW VERSION:** Available now based on the 20th September 2019 CBSE Sample Paper. This Maths (Standard) book is extra special as it was prepared by a CBSE author who knows about CBSE markings, official paper setting and CBSE Class 10th Exam patterns more than any other CBSE expert in the country. We were lucky to have him prepare the papers of this Maths book. It's been bought by more than 20,000+ students since it came out in October 2019 and is our best-seller already. This Book Covers the following: - 10 Practice Papers (solved) - 4 Self-assessment papers - CBSE September 2019 Sample Paper - CBSE March 2019 Board Paper (solved by topper) - CBSE 2018 Topper Answer Sheet Extra value items Added in this Book: - Utilising 15 minute reading time just before the exam (by CBSE topper) - Structuring your Maths Exam 3 hours smartly (by CBSE Markers) - 2020 marking scheme points (value points) underlined in each sample paper solution (CBSE markers look for these key points in your answers to allot full Marks). - The geometry section diagrams are accurately drawn to clear your understanding of all kinds of geometry questions that can appear in the upcoming February 2020 exam. A must buy book as vouched by many experts in Mathematics!

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### **LOGICAL AND ANALYTICAL REASONING (USEFUL FOR ALL COMPETITIVE EXAMS)**

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*Ramesh Publishing House* This comprehensive book has mainly and deliberately been designed to cater to the longfelt needs of the students studying in college and universities, including the prospective candidates for competitive exams.

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### **ANTI MONEY LAUNDERING**

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Money-laundering has acquired a global character that not only threatens security, but also compromises the stability, transparency and efficiency of financial systems. Money-laundering techniques are becoming more sophisticated and complex with each pass

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### **GENERAL ENGLISH FOR ALL COMPETITIVE EXAMINATIONS**

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*Arihant Publications India limited* English is globally recognized language for cross-border business communication. As a dominant business language, fluency and expertise in the language can help you build great opportunities of professional growth. The paper of English language usually contains Questions relating to Grammatical Concepts, Word Power and Compositional English in almost all competitive examinations like Bank PO, Bank Clerical, CDS, NDA, Railways, etc. The book of General English includes over 600 Practice Exercises and 10,000 Words & Sentences Structures for all Competitive exams divided in 32 chapters. Each chapter comprehensively contains short synopsis, detailed description of important rules and enough practice exercises. Almost all types of objective questions and previous years' questions that appear in Competitive examinations have been compiled together to help the candidates in understanding the rationale behind the answers. Table of Content Spotting the Errors, Phrase Substitution and Sentence Improvement, Ordering of Sentences, Ordering of Words/Rearranging the Sentence, Cloze Test/Passages, Choosing Appropriate Words, Double Blanks in a Sentence, Related Pair of Words, Synonyms/Antonyms, Idioms and Phrases, Homonyms, Phrasal Verbs, Comprehension, Tense, Forms of Verbs, Modals, Subject-Verb Agreement, Non-Finites, Noun, Pronoun, Articles, Preposition, Conjunction, Adjectives and Determiners, Adverbs, Question Tags, Conditionals, Un-English and Superfluous Expressions Reported Speech (Direct- Indirect Narrations), Active-Passive...

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### **ANALYSIS OF BALANCE SHEET**

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### **BANKING AWARENESS FOR SBI & IBPS BANK CLERK/ PO/ RRB/ RBI/ LIC EXAMS 5TH EDITION**

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*Disha Publications*

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### **A COMPLETE BOOK OF PUZZLES & SEATING ARRANGEMENT (SECOND PRINTED ENGLISH EDITION)**

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*Metis Eduventures Pvt Limited* ADDA 247 has been consistently working to make the word ?SUCCESS? a true companion to all the banking aspirants. As the year 2019 has just marked its presence, we are delighted to announce that ADDA 247 is launching ? A Complete Book of Puzzles & Seating Arrangement? Second Edition. Puzzles are an important part of Reasoning Section, the one that you cannot escape from. It is the topic that dominates the Reasoning Section of all sorts of banking exams. So many other miscellaneous topics too are now being asked in the form of puzzles. The number of questions being asked on puzzles ranges from 60 to 65 percent of the total number of questions in the

**Reasoning Section.** So it is now very obvious that the strategy of ignoring questions based on puzzles, thereby solving other questions won't be working anymore as neglecting questions on puzzles can risk the likelihood of you clearing the sectional cut off or scoring satisfactory marks in the Reasoning Section. It is already known to all the aspirants that **Puzzles & Seating Arrangement** form the most important part of the Reasoning Section as they carry the highest weightage among the other topics. So, considering all the significance that these portions carry, this book would provide all the necessary help and guidance in clearing the given sections smoothly.

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## **DESCRIPTIVE ENGLISH**

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*Arihant Publications India limited* **A number of national level examinations like IAS Mains, State PCS, IES, IFS, etc. check the English language aptitude of candidates with a compulsory English language paper. This book has been designed for such examinations which assess the English language abilities in detail. The present book covering English Language in descriptive nature has been divided into four parts namely Writing Skills, Comprehension Skills, Grammar Skills & Verbal Skills. Part A has been further divide into Essay Writing, Expansion Writing, Report Writing, Precis Writing and Letter Writing. The Verbal Skills section covers Paronyms & Homonyms, One Word Substitutions, Synonyms & Antonyms, Phrasel Verbs, etc. whereas the Grammar Skills section covers The Function of Tenses, Voice, Narration, Synthesis, Prepositions, etc. Each chapter in the book contains detailed theory including a number of sample examples in a simple & easier way to understand the topics well. Workbook Exercises have been provided in between the chapters for Part B, C & D to help aspirants practice the concepts discussed in each chapter. Answers for all the questions have been given at the end of the section. As the book covers varied aspects of English language, it for sure will help aspirants score high in the upcoming national and state level competitive and recruitment examinations.**

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## **IT IS YOUR CHOICE**

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*Blurb* **A discussion that is becoming more and more interesting. A dialogue you'd never want to end. It's a wonderful interweaving of mysticism, psychoanalysis and love. You'll definitely want to keep reading and re-reading it, and why not refer back to it from time to time. It's based on discoveries the author has had over the years.**

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## **GENERAL BANK MANAGEMENT : (FOR CAIB EXAMINATIONS)**

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*Macmillan* **This book on general bank management provides a systematic and comprehensive overview of modern management practices in banks with emphasis on international banking, human resources management, technology management and marketing management. It is an encyclopaedia of management practices from the point of view of practitioners of banking. The book is based on the rich experience of authors, who are well known in both the academic world and banking. Though the book is mainly oriented towards banking sector, it would also prove useful to students of management.**

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## **PRINCIPLES OF BANKING LAW**

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*Oxford University Press* **Written by leading figures in the field, this third edition of the Principles of Banking Law provides an authoritative account of the subject, incorporating all significant changes in banking law, regulation, and practice that have occurred since the publication of the second edition in 2002. The authors offer a thoughtful and contextual treatment of domestic and international banking and financial services law, with in-depth expert coverage of global bank regulation, payment systems, lending, and trade finance.**

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## **THE EVERYTHING ACCOUNTING BOOK**

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### **BALANCE YOUR BUDGET, MANAGE YOUR CASH FLOW, AND KEEP YOUR BOOKS IN THE BLACK**

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*Simon and Schuster* **If you're a home-based or small business owner, you need to learn how to balance your books as you start and grow your business. The Everything Accounting Book is a great beginner's guide for the basics of accounting. This easy-to-use reference is loaded with expert tips and advice on: The differences between accounting and bookkeeping Preparing financial statements Recording and recognizing revenues and expenses Tax planning strategies Real-world examples show accounting procedures for a retail business, a manufacturer, a home-based business, and a small high-tech company. So no matter what your business, you have the information you need to make a go of it with The Everything Accounting Book!**