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# CINCHING THE DEAL

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Doing Business Globally



“Big companies are small companies that succeeded” – Robert Townsend

Axtell, Roger E.

***The Do's and Taboos of Hosting International Visitors***

395.52 AXT

Axtell, Roger E.

***Do's and Taboos of Using English Around the World***

428 AXT

Becker, Thomas H.

***Doing Business in the New Latin America: A Guide to Cultures, Practices, and Opportunities***

330.98 BEC

***Borderless Business: Managing the Far-flung Enterprise***

658.049 BOR

Bosrock, Mary Murray

***European Business Customs & Manners: A Country-by-country Guide***

395.52094 BOS

Bosrock, Mary Murray

***Put Your Best Foot Forward, South America: A Fearless Guide to International Communication and Behavior***

395.52 BOS

Foster, Dean Allen

***The Global Etiquette Guide to Asia: Everything You Need to Know for Business and Travel Success***

395.095 FOS

Gercik, Patricia

***On Track with the Japanese: A Case-by-case Approach to Building Successful Relationships***

395.52 GER

***The Global Etiquette Guide to Europe***

395.094 FOS

Gordon, Gus

***Doing Business in Mexico: A Practical Guide***

Business Ref R658.049 GOR

Kumar, Rajesh

***Doing Business in India: A Guide for Western Managers***

395.520954 KUM

Martin, Jeanette S.

***Global Business Etiquette: A Guide to International Communication and Customs***

395.52 MAR

Mole, John

***Mind Your Manners: Managing Business Cultures in the New Global Europe***

395.52 MOL

Morrison, Terri

***Kiss, Bow, or Shake Hands: How to Do Business in Sixty Countries***

395.52 MOR

Peters, James

***The Arab World Handbook***

915.304 PET

Phillips, Jennifer

***In the Know in Japan: The Indispensable Cross-cultural Guide to Working and Living in Japan***

307.7 JAPAN

Phillips, Jennifer

***In the Know in China: The Indispensable Cross-cultural Guide to Working and Living in China***

307.7 CHINA

Rowland, Diana

***Japanese Business Etiquette: A Practical Guide to Success with the Japanese***

395.52 ROW

Sabath, Ann Marie

***International Business Etiquette. Europe: What You Need to Know to Conduct Business Abroad with Charm and Savvy***

395.52 SAB

Urech, Elizabeth

***Speaking Globally: Effective Presentations Across International and Cultural Boundaries***

395.52 URE

## **SELECTED WEBSITES OF INTEREST**

### **Country Commercial guides from the U.S. Department of Commerce**

[www.buyusainfo.net](http://www.buyusainfo.net)

In-depth information on doing business in the country.

### **Expoter guides from the U.S. Department of Agriculture**

[www.fas.usda.gov](http://www.fas.usda.gov)

Focuses on food exports with excellent lists of local trade associations.

### **Deloitte Country Guides**

[www.deloittecountryguides.com](http://www.deloittecountryguides.com)

Information on investment conditions, taxes, government regulations.

### **OANDA**

<http://www.oanda.com>

Current and historical exchange rates.

### **International Data Base**

<http://www.census.gov/ipc/www/idbnew.html>

Demographic and socioeconomic statistics for 227 countries and areas of the world from the U.S. Census.

### **Timeanddate.com**

<http://www.timeanddate.com>

Time, date, and national holidays for cities and countries around the world.

### **Portals to the World**

<http://www.loc.gov/rr/international/portals.html>

Selected by Library of Congress area and country specialists, these are links to resources around the world.

**World Factbook (CIA)**

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[www.cia.gov](http://www.cia.gov)

Brief information on geography, people, government, economy and communication on countries.

**Country Background Notes from the U.S. Department of State**

[www.state.gov](http://www.state.gov)

Longer than the World Factbook profiles, with more information on foreign relations.

**Country Profiles – BBC News**

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[www.news.bbc.co.uk](http://www.news.bbc.co.uk)

Snapshots of countries with good links.

**Country Briefings – The Economist**

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[www.economist.com/countries](http://www.economist.com/countries)

Covers fewer countries than BBC news. Economic, political, and forecast data from the Economist Intelligence Unit.



## Half Hollow Hills Community Library

Dix Hills Building  
55 Vanderbilt Parkway  
Dix Hills, NY 11746  
631 421-4530

Melville Building  
510 Sweet Hollow Road  
Melville, NY 11747  
631 421-4535

<http://hhhl.suffolk.lib.ny.us>

Compiled by  
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Reference Department  
March 2007

All listed titles are the most current  
available at the time of printing.