



## **PATHFINDER: BUSINESS ETIQUETTE**

### **REFERENCE BOOK**

Emily Post's Etiquette (R/395/P857ep; 395/P857ep) Check the Index for the topic you want to research.

### **INTERNET RESOURCE**

<http://www.ipl.org> UNDER: Business Etiquette

### **FULL TEXT**

In Chicago Tribune UNDER: Business Etiquette

In LexisNexis Library Express UNDER: Business Etiquette

In MasterFILE Premier (some full text) UNDER: Business Etiquette

In WilsonSelectPlus UNDER: Business Etiquette

In all of these searches, you may also want to add the name of a country or other keywords.

### **BOOKS**

Check the Online Catalog UNDER: Business Etiquette

Browse the following area: 395.52

The Niles Library has a number of books that include information about business etiquette. Listed below are some examples:

Business Etiquette: 101 Ways to Conduct Business with Charm and Savvy  
(395.52/S113be)

Business Etiquette For Dummies (395.52/F794bu)

Doing Business in China For Dummies (382.0973051/C712do)

Doing Business In India For Dummies (658.180954/M278do)

The Essential Guide to Business Etiquette (395.52/C456es)

The Etiquette Advantage in Business: Personal Skills for Professional Success  
(650.14/P856et)

The Etiquette Edge: The Unspoken Rules for Business Success (395.52/L278et)

Global Business Etiquette: A Guide to International Communication and Customs  
(395.52/M381gl)

International Business Etiquette: Europe: What You Need to Know to Conduct Business Abroad with Charm and Savvy (395.52094/S113in)

International Business Etiquette: Latin America: What You Need to Know to Conduct Business Abroad with Charm and Savvy (395.52098/S113la)

Kiss Bow or Shake Hands (395.52/M9882ki)

Kiss, Bow, Or Shake Hands: Asia: How to Do Business in 12 Asian Countries  
(395.52095/M882ki)

Kiss, Bow, or Shake Hands: Latin America: How to Do Business in 18 Latin American Countries (395.52098/M882ki)

Korean Business Etiquette (395.095195/D376ko)

Passport to Success: the Essential Guide to Business Culture and Customs in America's Largest Trading Partners (395.52/M381pa)

The Travelers' Guide to Asian Customs and Manners: How to Converse, Dine, Tip, Drive, Bargain, Dress, Make Friends, and Conduct Business While in Asia  
(915.04/D495tr)

(If a book is checked out, one of the reference librarians can put it on hold for you.)

**NOTE**

This pathfinder was prepared to assist you in locating materials. If you have any questions, or require assistance, please ask a Librarian on duty.

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Reference Services: (847) 663-6603 or (847) 663-6604