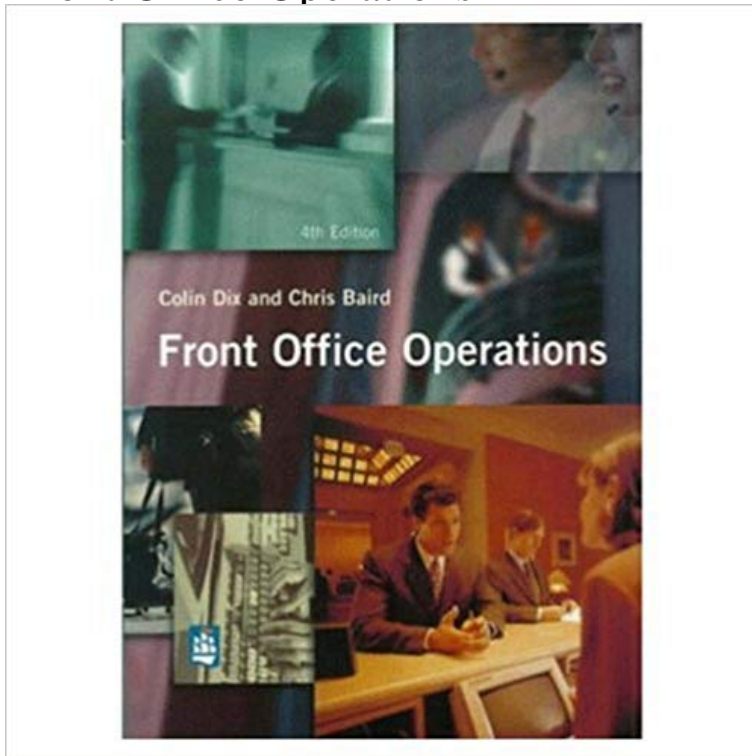


Front Office Operations



The fourth edition of this best-selling text has been completely revised and updated throughout and has been brought in-line with recent developments in information technology. It now has a lively new design with many more illustrations, new case studies and examples incorporated throughout. All of which provides students with accessible clear coverage of the subject area.

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