

Consultancy Information Guide

E-books

Available via the Knovel service in the [IMechE Virtual Library](#)

Communications skills for project managers (AMACOM, 2009)
Essentials of project and systems engineering management, 3rd ed (Wiley, 2008)
Finance for engineers: evaluation and funding of capital projects (Springer, 2008)
Identifying and managing project risk: essential tools for failure-proofing your project, 2nd ed (AMACOM, 2009)
Intellectual property rights for engineers, 2nd ed (Institution of Engineering and Technology, 2005)
Industrial project management: planning, design, and construction (Springer, 2008)
Project management accounting – budgeting, tracking, and reporting costs and profitability (Wiley, 2007)
Project management toolbox - tools and techniques for the practicing project manager (Wiley, 2003)
Project risk management - processes, techniques and insights, 2nd ed (Wiley, 2003)
Wiley guide to managing projects (Wiley, 2004)

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Available via the Books24x7 service in the [IMechE Virtual Library](#)

ANSI/PMI 99-001-2008: a guide to the project management body of knowledge (PMBOK guide) (Project Management Institute, 2008)
Effective project management, 3rd ed (John Wiley, 2003)
Fundamentals of project management, 3rd ed (AMACOM, 2006)
How to Write Reports and Proposals, 2nd ed (Kogan Page, 2006)
Making the business case: proposals that succeed for projects that work (Gower, 2009)
Overview of the PMBOK guide: short cuts for PMP certification (Springer, 2010)
Project manager's spotlight on risk management (Habor Light Press, 2005)
Project management: a systems approach to planning, scheduling, and controlling, 10th ed (John Wiley, 2009)
Project management for business and engineering, 2nd ed (Elsevier, 2004)
A survival guide for project managers, 2nd ed (AMACOM, 2006)

The current [list of Books24x7 titles](#) is available on the IMechE website

E-journals

4,000 leading full text journals are available via the EBSCO Science and Technology Database and EBSCO Business Source Corporate in the [IMechE Virtual Library](#).

[A list of EBSCO Science and Technology Collection titles](#) and [a list of EBSCO Business Source Corporate titles](#) are available on the EBSCO website.

Useful books

Available to borrow by postal loan or in person - search the [IMechE library catalogue](#) to locate these titles or look for more.

The arbitration act 1996, 2nd ed (2000)

Consultancy: an engineer's guide to getting started, 3rd ed (Institution of Chemical Engineers, 2004)

The consultant's quick start guide: an action plan for your first year in business, 2nd ed (Jossey Bass Wiley, 2009)

Engineer's dispute resolution handbook (Thomas Telford, 2006)

Enterprise planning and development: small business and enterprise start-up survival and growth (Elsevier, 2006)

The expert witness in court: a practical guide, 2nd ed (Crayford : Shaw & Sons, 1999)

Getting started in consulting, 3rd ed (John Wiley & Sons, 2009)

Gower handbook of project management (Gower, 2007)

How to acquire clients: powerful techniques for the successful practitioner (Jossey Bass Wiley, 2002)

M&E services engineers fees 2011 edition, incorporating 2012 update on average hourly charge-out rates (The Fees Bureau, 2010 & 2012)

Project management for engineering and construction, 2nd ed (McGraw Hill, 2000)

Rethinking disputes: the mediation alternative (Cavendish Publishing, 1996)

So you really want to be an arbitrator? (LLP, 1999)

Technology transfer, 3rd ed (Bloomsbury, 2010) [intellectual property and commercial law]

The ultimate consultant: powerful techniques for the successful practitioner (Jossey Bass Wiley, 2001)

What clients don't tell management consultants: what consultants should do and clients should know (Authors On Line, 2008)

What every engineer should know about starting a high-tech business venture (CRC Press, 2009)

What to charge: pricing strategies for freelancers and consultants (Aletheia, 2000)

Recent IMechE consultancy conferences and seminars

Available to borrow by postal loan or in person - search the [library catalogue](#) for more.

[An engineer in court](#), 2011,

[Essential management skills for engineers](#), 2008

[Projects for engineering managers](#), 2010

[Setting up and running a successful consultancy](#), 2009

Standard contracts

ACE (Association for Consultancy and Engineering) agreements, full set (current)

Model Form of General Conditions of Contract MF/4, 2003 edition: home or overseas agreements for the provision of consultancy services by engineering consultants. Standard contract published jointly by the IMechE and IET - free download

<http://www.imeche.org/knowledge/library/library-and-research-services/model-forms-general-conditions-of-contract>

Commentary on MF/4 (including a copy of MF4) A practical guide for users of MF/4.

2004 edition £20.00 Available to purchase from the Institution's Library: library@imeche.org or +44 (0)20 7973 1274

Useful journals

Please check the [library catalogue](#) to see if the library subscribes to your required journal. Current issues of key journals are held on the journal display rack. The back copies of these journals are stored in the basement. Please ask a member of staff if you wish to view any.

Impact(Association for Consultancy and Engineering)	2 years
Management today	2 years
Professional manager	2 years

Professional indemnity insurance

The IMechE has entered into a partnership with Jelf to offer insurance specifically tailored to the needs of Members: <http://www.imeche.org/services/Insurance>. The library can also supply a list of other UK professional insurance indemnity insurance providers from our companies database on request: library@imeche.org or +44 (0)20 7973 1274

Legal advice

IMechE Members have access to a free legal advice helpline offered by [Purple Legal](#).

IMechE Consultants' directory

A link to the [IMechE Consultants' Directory](#) is available on the IMechE website.