

Main Book List by Program - Updated 10/14/15

Book List Key

CALL: The BookStore does not stock these books. Please call the program secretary.

TBD: Price to be determined

HS - Required for HS Students

***C**-concurrent = textbooks that are required at the beginning of the course

**** S**-sequential = textbooks are required at specific times during the course

***** O**-optional = textbooks are not required but are considered beneficial by the instructor

Book availability and prices are subject to change without prior notice.

Most uniforms are pre-paid at registration; uniform prices do NOT include tax.

Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
Accounting				
(Day & Night)	OCP A & B			
		9781305517042	BUNDLE: Centruy 21 Accounting 10E (1-24) and Online Aplia Workpapers (1-24)	\$130.52
		9781591367628	BUNDLE: Building a Foundation with Microsoft Office 2013 w/elab & trial software and essential computing Skills 2nd Ed	\$162.87
		9780840068125	Bundle-Working Papers (chp 1-17 & 18-24)	\$60.09
	OCP C			
		9781591366119	Microsoft Excel 2013 Comp w/elab Level 2	\$71.85
	OCP D			
		9781591366867	QuickBooks Pro 2014 Comprehensive w/elab & trial software	\$108.87
		9781111579517	Digital Diversion Manual Simulation for Century 21 Accounting 10e	\$41.44
Admin. Office Specialist				
(Day)				
	OCP A:			
		9781934422502	Formatting Business Documents	\$50.70
	Bundle	9781305383517	New Perspectives Bundle	\$563.38
		CONSISTS OF	Microsoft Word 2013	
		CONSISTS OF	Microsoft PowerPoint 2013	
		CONSISTS OF	Micorsoft Access 2013	
		CONSISTS OF	Microsoft Excel 2013	
		CONSISTS OF	SAM Online Access	

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
	OCP B:			
		9780538447089	Century 21 Accounting Working Papers (1-16)	\$44.18
		9781285167329	Microsoft Publisher 2013: Complete 1st ed	\$129.10
	OCP C:			
		9780134271125	Business Essentials, 10th ed, Ebert/Griffin	\$155.87
		9781111527891	HTML5 and CSS3	\$98.59
	OCP D			
		9781591366867	QuickBooks Pro 2014 Comprehensive w/elab & trial software	\$108.87
Admin. Office Specialist				
(Night)				
		9781591367628	BUNDLE: Building a Foundation with Microsoft Office 2013 w/elab & trial software and essential computing Skills 2nd Ed.	\$162.87
		9780840064981	Century 21 Accounting 10ed (1-24)	\$114.91
		9781285167329	Microsoft Publisher 2013: Complete 1st ed	\$129.10
		9780133771558	Business Essentials, 10th ed, Ebert/Griffin	\$118.37
		9781591366867	QuickBooks Pro 2014 Comprehensive w/elab & trial	\$108.87
Air-Conditioning (HVAC)				
(Day)	C - Bundle		TBA	TBA
	Consists of:			
	Consists of:			
	C	651881680012	EPA Prep Manual	\$5.13
	C	651881100091	Universal R-410A Safety Manual	\$28.16

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
		9780615924724	Air Conditioning Service Guide	\$46.18
	O	34408401	A/C Repair Guide	\$7.98
Air-Conditioning (HVAC)	C - Bundle		Refrigeration AC Text with lab manual	\$231.44
(Night)	Consists of:		Refrigeration AC Text	Bundle
	Consists of:		Refrigeration AC lab manual	Bundle
	C	651881680012	EPA Prep Manual	\$5.13
	C	651881100091	Universal R-410A Safety Manual	\$28.16
		9780615924724	Air Conditioning Service Guide	\$46.18
	O	34408401	A/C Repair Guide	\$7.98
Automotive Service Technology				
		9781133612315	Automotive Technology 6th Ed. Text	\$145.59
Automotive Collision Repair				
		9781133601876	Collision Repair and Refinishing	\$153.14
		9781133601883	Tech Manual for Collision Repair & Refinishing	\$55.34
Building Construction Technology				
		9780136086376	Core Curriculum by NCCER w/Floor Plans	\$69.65
		9780136099512	Construction Technology by NCCER	\$229.60
Baking & Pastry Arts				
	C	9781118083741	Professional Baking, 6th Ed w/wiley plus card	\$140.93
	C	9781118158333	Professional Baking Workbook	\$48.97
		8300	Kitchen Calculator	\$19.03

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
Barbering				
	C-Bundle	9781111997755	Barbering Bundle 2015	\$218.79
	Consists of:	9781435497153	Milady's Standard Barbering Text	Bundle
	Consists of:	9781435497139	Milady's Standard Barbering Workbook	Bundle
	C		Hair Kit with Sheers	\$469.48
	O	9781435497122	Barbering Exam Review	\$32.42
Carpentry				
		9780136086376	NCCER Core Curriculum w/Floor Plans	\$69.65
		9780132292689	Carpentry Fundamentals	\$89.42
		9780136144106	Carpentry Framing and Finishing 4th Ed.	\$125.94
		9780136099512	Construction Technology 3rd Ed.	\$229.60
Cosmetology				
	Bundle	9781305782525	Milady's Cosmetology Bundle 2015	\$231.92
	Consists of:		Milady's Cosmetology Text	Bundle
	Consists of:		Practical Workbook	Bundle
			Theory Workbook	Bundle
			Hair Kit with Sheers	\$469.48
	O	9781562536671	Cosmetology Dictionary 2nd Ed	\$29.75
	O	9781439059210	Cosmetology Exam Review	\$29.18
	O	9781562539191	Hair Care Products Ingredients Dictionary	\$30.96
Culinary Arts				
		9780470578254	Professional Cooking Text w/Wiley Plus Card	\$157.78
		8300	Kitchen Calculator	\$19.03
		695489345294	Knife Cuts 101	\$14.08

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
Digital Design				
		9780321822482	Adobe Illustrator CS6	\$57.49
		9780316020749	Digital Photography A Basic Manual	\$30.33
		9781562902711	Elements and Principles of Design	\$17.23
	O		(STS11181) Start 1 Portfolio	\$30.74
Digital Video Production				
		9780321822437	Adobe After Effects CS6	\$62.72
		9780321822475	Adobe Premiere Pro CS6	\$62.72
		9780240817361	After Effects Apprentice	\$59.06
Drafting			See Instructor	
Electricity				
	BUNDLE	E-BUNDLE	6 Book bundle	\$680.75
	consists of:	9780136086376	NCCER Core Curriculum with Floor Plans	
	consists of:	9781455906727	NEC 2014 Code Book	
	consists of:	9780132569583	NCCER Electricity Level 1 Training Guide	
	consists of:	9780132569538	NCCER Electricity Level 2 Training Guide	
	consists of:	9780132569552	NCCER Electricity Level 3 Training Guide	
	consists of:	9780132569569	NCCER Electricity Level 4 Training Guide	
	O	9781622709885	NEC 2014 Tabs for the NEC Code Book	\$13.14
Electronics Technology				
		9781590708835	Electricity and Electronics Text	\$101.25
		9781590708859	Electricity and Electronics Workbook	\$38.71
	O	1891749072	The Associate CET Study Guide	\$52.60
	O		RSR Tool Kit	\$37.16

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
Facials/Esthetics				
	C-Bundle	9781285487298	Milady's Esthetics Bundle	\$225.35
	Consists of:	9781111306892	Esthetics Fundamentals Text	Bundle
	Consists of:	9781111306915	Esthetics Fundamentals Workbook	Bundle
	O	9781435480209	Skin Care & Cosmetic Ingredients Dictionary	\$39.07
	O	9781111306922	Fundamentals Esthetics Exam Review	\$45.46
Facials/Esthetics - Advanced				
	C-Bundle	9781305415133	Milady's Advanced Esthetics Bundle	\$187.79
	Consists of:	9781111139094	Esthetics Advanced Text	Bundle
	Consists of:	9781111139117	Esthetics Advanced Theory Workbook	Bundle
	O	9781111139124	Advanced Esthetics Final Exam Review	\$45.46
	O	9781435480209	Skin Care Ingredients' Dictionary	\$39.07
Industrial Technology			See Instructor	
Legal Admin.				
	OCP A:			
	BUNDLE	9781305383517	New Perspectives Bundle	\$563.38
		CONSISTS OF	Microsoft Word 2013	
		CONSISTS OF	Microsoft PowerPoint 2013	
		CONSISTS OF	Microsoft Access 2013	
		CONSISTS OF	Microsoft Excel 2013	
		CONSISTS OF	SAM Online Access	
		9781934422502	Formatting Business Documents	\$45.96
	OCP B:			
		9780538447089	Century 21 Accounting Working Papers (1-16)	\$44.18

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
		9781439057001	Using Computers in the Law Office Advanced	\$141.19
	OCP C & D:			
		9781418018375	Substantive Law for Legal Professional	\$126.76
		9781418060855	Legal Term. Transcription & Court Reporting	\$141.37
		9780314631329	Basic Manual for Lawyers Assistant	\$28.16
		9781133280842	Fundamentals of Law Office Management	\$123.52
Machining				
	C	9781305137677	Precision Machining Tech 2nd Ed.	\$136.39
	O	098584001179	Machinist Calc Pro	\$57.39
	C	9780831133474	CNC Programming Handbook 3rd Ed	\$82.05
	O		6" Rigid Steel Ruler	\$14.24
	O		Flexible Rule, 6" Scales	\$13.48
Major Appliance				
		9780071770187	Troubleshooting and Repairing Major Appliance	\$64.71
Marine Service Technology				
		9780130943187	Understanding the Outboard Motor, 3rd Ed	\$195.64
Marketing, Management, & Entrepreneurial Principles				
		9781133962489	Marketing Text 4th Edition	\$103.88
		9781591367628	Bundle: Building a Foundation with Microsoft Office 2013 w/elab & trial software	\$162.87
Medical Admin. Specialist				
	OCP A:			

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
		9781591367628	Bundle: Building a Foundation with Microsoft Office 2013 w/elab & trial software	\$162.87
		9781133602996	Delmar's Administrative Medical Assist, 5th Ed	\$122.53
	OCP B:			
		9780840068088	Aplia online workpapers - Access Card for Chapter 1-17, for Century 21 Accounting	TBD
		9781259309281	Essentials of Medical Language, 2nd Ed w/Connect	\$105.79
	OCP C:			
		9780073545127	Insurance in the Medical Office w/connect	\$153.21
		9780077976453	CIMO w/connect	\$197.20
Medical Coder Biller (Day & Night Classes)	OCP A			
		9781259676369	A & P for Health Professionals (w/ connect)	\$185.40
		9780323298575	Medical Terminology w/ICD-10	\$132.97
		9780323389198	Step by Step Medical Coding Text 2016	\$94.84
		9780323389211	Step by Step Medical Coding Workbook 2016	\$41.31
	OCP B-1			
		9781556484117	ICD-10 Coding Handbook w/ Answers 2016	\$99.53
			AAPC bundle	\$269.48
	OCP B-2			
		9780073545127	Insurance in the Medical Office w/connect 7th Ed	\$153.99
		9780077976453	Computers in the Medical Office w/connect 8th Ed	\$197.18
Nails	C-Bundle	9781305701076	Nails Bundle	\$197.17

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
	Consists of:		Nails Text Book	Bundle
	Consists of:		Nails Workbook	Bundle
			Nail Brushes	\$63.41
Nails Spanish				
	C-Bundle	9781305925687	Nails Bundle (Spanish)	\$227.61
	Consists of:		Nails Text Book	Bundle
	Consists of:		Nails Workbook	Bundle
			Nail Brushes	\$63.41
Network Support Services				
			See Instructor	
Plumbing Technology				
		9780136086376	NCCER Core Curriculum with Floor Plans	\$69.65
		9780132921435	NCCER Plumbing Level 1	\$92.13
		9780133148503	NCCER Plumbing Level 2	\$125.00
		9780133404241	NCCER Plumbing Level 3	\$125.57
		9780132273053	NCCER Plumbing Level 4	\$125.00
Web Development				
	C	0742332705	Site Development Associate Version 2.1	\$46.52
	O	9780321840370	Adobe Dreamweaver CS6 Learn by Video	\$47.00
	O	9780742331310	Internet Business Associate Version 2.0	\$46.74
Welding Technology				
		EW459	Blueprint Reading for Welders & Fitters	\$26.29
		EW342	Symbols for Welding	\$26.29

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Course Name	Requirement *C, **S, ***O	ISBN	Title	Price w/o tax
		9780073373713	WELDING TEXT 4E	\$215.11
			Welding Kit	\$401.44
			WELDING JACKET- LEATHER	\$46.00

