

**Main** Book List by Program - Updated 09/26/17

**Book List Key**

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

**TBD:** Price to be determined

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

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Course Name	OCP/ Optional	ISBN	Title	Price w/o tax
<b>Accounting</b>				
	<b>OCP A</b>			
		9781934422502	FORMATTING BUSINESS DOCUMENTS	\$55.14
		9781337251891	ENHANCED DISCOVERING COMPUTERS 2017	\$98.29
		9781305991941	BUNDLE: ILLUSTRATED MICROSOFT OFFICE WORD 2016	\$158.88
		9781337810647	BUNDLE: ACP CENTURY 21 ACCOUNTING	\$162.62
		9780538443999	SECURITY FIRST BANK	\$55.85
	<b>OCP B</b>			
		9781305991958	BUNDLE: ILLUSTR MICROSOFT OFFICE POWERPOINT 2016	\$107.48
		9781305991965	BUNDLE: ILLUSTRATED MICROSOFT OFFICE EXCEL 2016	\$158.88
		9780840068224	RED CARPET EVENTS MANUAL CENTURY 21	\$43.25
	<b>OCP C</b>			
		9781942417163	QUICKBOOKS 2015/2016	\$144.34
	<b>OCP D</b>			
		9781111579517	Digital Diversion Manual Simulation for Century 21 Accounting 10e	\$42.02
<b>Admin. Office Specialist</b>				
	<b>OCP A:</b>			
		9781305994041	NP OFFICE 365 POWERPOINT	\$182.24
		9781305994058	NP OFFICE 365 EXCEL	\$182.24
	<b>OCP B</b>			
		9781305994065	NP OFFICE 365 ACCESS	\$182.24
		9781337391979	PUBLISHER 2016	TBA
	<b>OCP C:</b>			

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		9780134271125	Business Essentials, 10th ed, Ebert/Griffin	\$155.87
	<b>O</b>	9781111527891	HTML/ CSS3 INTRO	\$98.59
	<b>OCP D</b>			
		9781259620737	Quickbooks 2015	\$113.75
<b>HVAC</b>				
		9781337073684	HVAC BUNDLE	\$244.39
	<b>C</b>	9781930044326	Electrical Theory for HVAC	\$37.56
	<b>S</b>	651881680012	EPA Prep Manual	\$6.54
	<b>S</b>	651881100091	Universal R-410A Safety Manual	\$30.37
		9780615924724	Air Conditioning Service Guide	\$46.18
	<b>O</b>	34408401	A/C Repair Guide	\$5.84
	<b>O</b>	651881100039	Answerman Electricity for HVAC&R	
	<b>O</b>	1930044011	EPA Prep Manual- <b>Spanish</b>	\$5.13
<b>Automotive Service Technology</b>				
		9781133612315	Automotive Technology 6th Ed. Text	\$158.88
<b>Automotive Collision Repair</b>				
		9781631264023	AUTO COLLISION BUNDLE	\$138.31
	<b>O</b>	9781631264016	Auto Collision workbook only	
<b>Building Construction Technology</b>				
		9780136086376	Core Curriculum by NCCER w/Floor Plans	\$69.65
		9780136099512	Construction Technology by NCCER	\$229.60
<b>Baking &amp; Pastry Arts</b>				
	<b>C</b>	9781119372813	Professional Baking, 7th Ed w/wiley plus card	\$135.51

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	<b>C</b>	BAKINGKIT	BAKING KIT	\$104.23
		8300	Kitchen Calculator	\$19.03
<b>Barbering</b>				
	<b>C-Bundle</b>	9781111997755	Barbering Bundle 2015	\$218.79
	<b>Consists of:</b>	9781435497153	Milady's Standard Barbering Text	Bundle
	<b>Consists of:</b>	9781435497139	Milady's Standard Barbering Workbook	Bundle
	<b>C</b>		Hair Kit with Sheers	\$501.81
	<b>O</b>	9781435497122	Barbering Exam Review	\$32.42
<b>Carpentry</b>				
		9780134130989	NCCER Core Curriculum	\$73.83
		9780133403800	CARPENTRY LEVEL 1	\$94.39
		9780136144106	Carpentry Framing and Finishing 4th Ed. LEVEL 2	\$159.81
<b>Computer Systems &amp; Into Technology</b>		220-901	COMPTIA CERTMASTER A+ 220-901	TBA
		220-902	COMPTIA CERTMASTER A+ 220-902	TBA
		N10-006	COMPTIA CERTMASTER NETWORK + N10-006	TBA
<b>Cosmetology</b>				
	<b>Bundle</b>	9781305782525	Milady's Cosmetology Bundle 2015	\$240.38
	<b>Consists of:</b>		Milady's Cosmetology Text	Bundle
	<b>Consists of:</b>		Practical Workbook	Bundle
			Theory Workbook	Bundle
	<b>212194</b>		Hair Kit with Sheers	\$475.06
	<b>O</b>	9781562536671	Cosmetology Dictionary 2nd Ed	\$29.75
	<b>O</b>	9781439059210	Cosmetology Exam Review	\$29.18

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	<b>O</b>	9781562539191	Hair Care Products Ingredients Dictionary	\$30.96
<b>Culinary Arts</b>				
		9780470578254	Professional Cooking Text w/Wiley Plus Card	\$157.74
		8300	Kitchen Calculator	\$19.03
		695489345294	Knife Cuts 101	\$14.08
<b>Digital Design</b>		9780321822482	Adobe Illustrator CS6	\$40.38
		9780316020749	Digital Photography A Basic Manual	\$26.29
		9780321928481	Adobe Photoshop Lightroom 5	TBA
		9781562902711	Elements and Principles	\$17.23
	<b>O</b>	STS11181	Start 1 Portfolio	\$30.74
<b>Digital Video Production</b>				
		9780134665320	Adobe After Effects CS6 2017	\$50.47
		9780134665313	Adobe Premiere Pro CS6 2017	\$50.47
		9780240817361	After Effects Apprentice	\$59.06
<b>Drafting</b>			See Instructor	
<b>Electricity</b>				
	<b>OCP A</b>			
		9780136086376	NCCER Core Curriculum with Floor Plans	\$77.00
		9781455912773	NEC 2017	\$120.56
		9780133829594	2015 NCCER Electricity Level 1 Training Guide	\$92.29

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		9781284119367	Ugly's Electrical Reference	\$18.69
		9780071798808	American Electrician Handbook	\$92.52
	<b>O</b>	413	2017 CODE BOOK TABS	\$15.88
	<b>OCP B</b>			
		9780133830651	2015 NCCER Electricity Level 2 Training Guide	\$133.64
	<b>OCP C</b>			
		9780133830828	2015 NCCER Electricity Level 3 Training Guide	\$133.64
	<b>OCP D</b>			
		9780133823158	2015 NCCER Electricity Level 4 Training Guide	\$133.64
<b>Electronics Technology</b>				
		9781590708835	Electricity and Electronics Text	\$101.25
		9781590708842	Electricity and Electronics Workbook	\$38.71
		9781401814328	Mechatronics Sourcebook	\$173.71
		9780078614873	High Performance Manufacturing	\$93.90
	<b>O</b>	1891749072	The Associate CET Study Guide	\$63.55
	<b>O</b>	3200CTK4	RSR Tool Kit	\$37.16
<b>Facials/Esthetics</b>				
	<b>C-Bundle</b>	9781285487298	Milady's Esthetics Bundle	\$247.66
	<b>Consists of:</b>	9781111306892	Esthetics Fundamentals Text	Bundle
	<b>Consists of:</b>	9781111306915	Esthetics Fundamentals Workbook	Bundle
	<b>O</b>	9781435480209	Skin Care & Cosmetic Ingredients Dictionary	\$39.07
	<b>O</b>	9781111306922	Fundamentals Esthetics Exam Review	\$45.46
<b>Facials/Esthetics - Advanced</b>				
	<b>C-Bundle</b>	9781305415133	Milady's Advanced Esthetics Bundle	\$242.99
	<b>Consists of:</b>	978111139094	Esthetics Advanced Text	Bundle

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	<b>Consists of:</b>	9781111139117	Esthetics Advanced Theory Workbook	Bundle
		9781133013495	Advanced Esthetics Step by Step	\$37.38
	<b>O</b>	9781111139124	Advanced Esthetics Final Exam Review	\$45.46
	<b>O</b>	9781435480209	Skin Care Ingredients' Dictionary	\$39.07
<b>GED</b>				
		9781506209272	2017 GED Prep	\$15.86
		9780764143014	Barron's GED prep Spanish	\$22.54
<b>Industrial Technology</b>			See Instructor	
<b>Legal Admin.</b>				
	<b>OCP A:</b>			
		9781934422502	Formatting Business Documents	\$55.14
		9781305994034	NP OFFICE 365 WORD	\$182.24
		9781305994041	NP OFFICE 365 POWERPOINT	\$182.24
		9781305994058	NP OFFICE 365 EXCEL	\$182.24
	<b>OCP B:</b>			
	<b>O</b>	9780538447089	Century 21 Accounting Working Papers (1-16)	\$44.18
		9781305994065	NP OFFICE 365 ACCESS	\$182.24
		9781285861401	MINDTAP USING COMPUTERS IN LAW OFFICE 7E	TBA
		9781133280842	Fundamentals of Law Office Management	TBA
	<b>OCP C:</b>			
		9781418018375	Substantive Law for Legal Professional	\$126.76
		9781418060855	Legal Term. Transcription & Court Reporting	\$141.12
		9781337391979	Publisher 2016	\$97.19
	<b>OCP D</b>			
		9780314631329	Basic Manual for Lawyers Assistant	TBA

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<b>Machining</b>				
	<b>C</b>	9781305137677	Precision Machining Tech 2nd Ed.	\$136.39
	<b>O</b>	098584001179	Machinist Calc Pro	\$57.39
	<b>C</b>	9780831133474	CNC Programming Handbook 3rd Ed	\$82.05
	<b>O</b>	402006	6" Rigid Steel Ruler	\$14.24
	<b>O</b>	401006	Flexible Rule, 6" Scales	\$13.48
	<b>O</b>	9781285444550	Precision Machining workbook only	\$28.16
<b>Major Appliance</b>				
		9780071770187	Troubleshooting and Repairing Major Appliance	\$64.71
<b>Marine Service Technology</b>				
		9780130943187	Understanding the Outboard Motor, 3rd Ed	\$233.64
<b>Marketing, Management, &amp; Entrepreneurial Principles</b>				
		9781133962489	Marketing Text 4th Edition	\$103.88
		9781591367628	Bundle: Building a Foundation with Microsoft Office 2013 w/elab & trial software	\$162.87
<b>Medical Admin. Specialist</b>				
	<b>OCP A:</b>			
		9781591367628	Bundle: Building a Foundation with Microsoft Office 2013 w/elab & trial software	\$162.87
		9781133602996	Delmar's Administrative Medical Assist, 5th Ed	\$122.43
		9780735699236	Microsoft office 2016 Step by Step	\$39.95
		9781305964907	Mindtap Medical Assisting comprehensive	\$148.04

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		9781305647527	Mindtap Medical Insurance Coding	\$148.04
		9781435438477	Getting Started Computerized	\$199.70
		9781285174426	Illustrated Guide to Medical Terminology	\$97.19
		9781305878570	illustrated Microsoft Office	\$103.73
	<b>OCP B:</b>			
		9780840068088	Aplia online workpapers - Access Card for Chapter 1-17, for Century 21 Accounting	\$36.62
		9780073513792	Essentials of Medical Language, 3ED	TBA
		9781285854212	Medical Language Focus on Terminology	\$85.98
	<b>OCP C:</b>			
		9780073545127	Insurance in the Medical Office w/connect	\$153.21
	<b>OCP D:</b>	9781435438477	Getting Started in Computers in Medical Office	\$184.11
		9781305647428	Understanding Health Insurance 13E	\$171.02
<b>Medical Coder Biller</b>				
	<b>OCP A</b>			
		9781259676369	A & P for Health Professionals (w/ connect)	\$185.40
		9780323443456	Medical Terminology w/ICD-10 3E	\$137.38
		9780323316910	Insurance Handbook for Medical Office	\$175.70
		9780323298575	Medical Terminology w/ICD-10 2E	\$132.97
		9780323260176	Medical Terminology text only	\$90.65
	<b>OCP B-1</b>			
		9780323430821	Step by Step 2017	\$112.14
		9781622024001	CPT 2018	TBA
		9781626883253	2018 HCPCS LEVEL 2 EXPERT	TBA



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		9781626883277	ICD-10 Expert 2018	TBA
	<b>OCP B-2</b>			
		9780323316910	Insurance Handbook for Medical Office	\$175.70
		9780077976453	CIMO- 9E	TBA
Nails				
	<b>C-Bundle</b>	9781305701076	Nails Bundle	\$205.63
	<b>Consists of:</b>		Nails Text Book	Bundle
	<b>Consists of:</b>		Nails Workbook	Bundle
			Nail Brushes	\$74.38
Nails <b>Spanish</b>				
	<b>C-Bundle</b>	9781305925687	Nails Bundle (Spanish)	\$246.72
	<b>Consists of:</b>		Nails Text Book	Bundle
	<b>Consists of:</b>		Nails Workbook	Bundle
			Nail Brushes	\$63.41
Network Support Services				
			See Instructor	
<b>Plumbing Technology</b>				
		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

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<b>TABE</b>		9781259587795	TABE Level A Study Guide	\$19.63
<b>Web Development</b>				
	C	TBA	Ebook- site development	TBA
	O	742332705	Site Development Associate Version 2.1	\$46.52
<b>Welding Technology</b>				
		EW459	Blueprint Reading for Welders & Fitters	\$28.50
		EW342	Symbols for Welding	\$26.63
		EW512-4	Discontinuities & Defects	\$60.00
		9780826930842	WELDING TEXT 5E	\$118.69
		1033550143	Welding Kit	\$401.44
			WELDING JACKET- LEATHER	\$46.00