

Main Book List by Program - Updated 09/19/2013

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 instr

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 | Course No. | Requirement *C, **S, ***O | ISBN | Title | Price without tax |
|---------------------------------------|------------|------------------------------|-----------------|-------------------------------------------------|----------------------|
| Accounting | B070110 | Required | Uniform: | 2 Program Shirts + ID | \$50.89 |
| | | OCP A & B | 9780078036804 | Communicating at work 11th Ed. | \$145.96 |
| | | | 9781591363903 | Microsoft Office 2010 Essentials txt w/E-Lab | \$137.11 |
| | | | 9781591364771 | Quickbooks Pro 2013 Comprehensive | \$90.82 |
| | | | 9780840064981 | Centruy 21 Accounting 10th Ed | \$114.91 |
| | | | 9780840068095 | Online Working Papers for C21, Ch 1-24, 10th Ed | \$53.20 |
| | | OCP C | 9781591363491 | Microsoft Excel 2010 Comprehensive Txt w/E-lab | \$108.29 |
| | | OCP D | 9781591364771 | QuickBooks Pro 2013 Comprehensive | \$90.82 |
| Admin. Office Specialist | B070330 | Required | Uniform: | 2 Program Shirts + ID | \$50.89 |
| | | OCP A: | | | |
| | | | 9780538748926 | New Perspectives MSWord 2010 Comprehensive | \$138.08 |
| | | | 9780538753722 | NP MS Office PowerPoint 2010, Comprehensive | \$106.17 |
| | | | 9781591363798 | FastCourse MS Outlook 2010 | \$18.85 |
| | | OCP B: | | | |
| | | | 9780538447072 | Century 21 Accounting 9th Ed, Chpt 1-16 | \$80.45 |
| | | OCP C: | | | |
| | | | 9780538798488 | New Perspectives MS Access 2010 Introductory | \$98.36 |
| | | | 9781111425449 | Machine Transcription & Dictation 6th Ed | \$109.02 |
| | | | 9780132664028 | Business Essentials-9th Ed | \$88.38 |
| | | | 9780538746434 | MicroSoft Office Publisher 2010, Complete | \$94.75 |
| Adult General Education - West | | Required | Uniform: | 2 Program T-shirts + ID + Lanyard | \$23.37 |

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|-------------------------------------------------------------|------------|------------------------------|-----------------|-------------------------------------------------|----------------------|
| | | | 9780071405614 | TABE Level A Study Guide | \$19.68 |
| | | | 9781419053993 | GED 2009 Complete | \$22.45 |
| | | | 9781419053344 | GED Complete - Spanish Ed. | \$29.89 |
| | | | 9780844279756 | VOX Sp/Engl Dictionary | \$14.95 |
| Air-Conditioning HVAC | 1470203 | Required | Uniform: | 2 Program T-shirts + ID + Safety Glasses | \$52.65 |
| | | C - Bundle | 9781435423824 | Refrigeration AC Text with lab manual | \$223.15 |
| | | Consists of: | 9781401849016 | Refrigeration AC Text | Bundle |
| | | Consists of: | 9781428319370 | Refrigeration AC lab manual | Bundle |
| | | C | 651881680012 | EPA Prep Manual | \$4.92 |
| | | C | 651881100091 | Universal R-410A Safety Manual | \$25.79 |
| Air conditioning HVAC - HS | | Required | Uniform: | 2 Program T-shirts + ID + Lanyard | \$52.65 |
| | | Loaner | 9781401849016 | Refrigeration AC Text | Loaner |
| | | C | 9781428319370 | Refrigeration AC lab manual | TBD |
| American Heart Association Community Training Center | | | | | |
| ACLS | | C | 9781616690106 | ACLS Provider Manual 2011 | CALL |
| ACLS Renewal | | C | 9781616690106 | ACLS Provider Manual 2011 | CALL |
| BLS Healthcare Provider | | C | 9781616690397 | BLS Provider w/CD 2011 | \$15.80 |
| BLS Healthcare Provider Renewal | | C | 9781616690397 | BLS Provider w/CD 2011 | \$15.80 |
| ECG & Pharmacology | | | CALL | CALL | CALL |
| Heart Saver AED | | | New Edition | New Edition Spring 2011 | TBD |
| PALS Provider | | C | 9780874938982 | PALS Provider Manual | CALL |
| PALS Renewal Course | | C | 9780874938982 | PALS Provider Manual | CALL |
| P.E.A.R.S. | | | CALL | CALL | CALL |
| ACLS Instructor | | C | 9781616690113 | ACLS Povider Manual Instructor | CALL |
| BLS Instructor | | C | 9781616690403 | BLS Instructor Manual 2011 | TBD |

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|-----------------------------------------|------------|------------------------------|-----------------|-----------------------------------------------------------|----------------------|
| PALS Instructor | | | TBD | PALS Instructor Manual | TBD |
| Automotive Service Technology | I470608 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$52.65 |
| | | C | 9781428311497 | Automotive Technology 5th Ed Txt | \$119.93 |
| Automotive Collision Repair | I470603 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$40.71 |
| | | | 9781133601876 | Collision Repair and Refinishing | \$125.63 |
| Building Construction Technology | | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$50.65 |
| | | C | 9780136086376 | Core Curriculum by NCCER w/Floor Plans | \$66.28 |
| | | C | 9780136099512 | Construction Technology by NCCER | \$178.21 |
| Baking & Pastry Arts | N100600 | Required | Uniform: | 2 Jackets + 2 Pants + 2 Scarves +2 Hats + ID | \$128.06 |
| | | C | 9781118083741 | Professional Baking, 6th Ed | \$110.18 |
| | | C | | Baking Kit | \$202.71 |
| Barbering | I120402 | Required | Uniform: | 2 Sets of Scrubs + 2 Patches + ID + Safety Glasses | \$82.45 |
| | | C | 9781435497153 | Milady's Standard Barbering Text | \$111.04 |
| | | C | 9781435497139 | Milady's Standard Barbering Workbook | \$56.39 |
| | | C | | Hair Kit | \$416.31 |
| | | O | 9781401873998 | Professional Barbering WkBk | \$35.71 |
| | | O | 9781435497122 | Barbering Exam Review | \$32.42 |
| Carpentry | I460202 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$50.65 |
| | | | 9780136086376 | NCCER Core Curriculum w/Floor Plans | \$61.30 |
| | | | 9780131122161 | NCCER Finish/Trim Residential Carpentry 2 | |
| | | | 9780130472144 | NCCER Carpentry Level 3 | \$107.22 |

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|----------------------------------|------------|------------------------------|-----------------|-----------------------------------------------------------------------|----------------------|
| | | | 9780131025905 | NCCER Carpentry Level 4 | \$107.22 |
| | | O | 9780766822504 | Practical Problems in Math for Carpenters | \$38.78 |
| | | O | 9781401809591 | Fundamentals Construction Estimating | \$93.77 |
| | | O | 9780132272988 | Applied Construction Math, A Novel Approach | \$33.25 |
| Cosmetology for Licensure | D500100 | Required | Uniform: | 2 Sets of Scrubs + 2 Patches + ID + Safety Glasses | \$82.45 |
| | | C | 9781439059296 | Milady's Standard Cosmetology Text | \$97.35 |
| | | C | 9781439059227 | Milady's Standard Cosmetology Practical Wrkbk | \$43.64 |
| | | C | 9781439059234 | Milady's Standard Cosmetology Theory Wrkbk | \$43.64 |
| | | C | | Hair Kit | \$416.31 |
| | | O | 9781435400740 | Haircutting Text | \$25.44 |
| | | O | 9781435484207 | Milady's Haircutting Spanish Ed. | \$30.59 |
| | | O | 9781562536671 | Cosmetology Dictionary 2nd Ed | \$29.75 |
| | | O | 9781418049430 | Cosmetology Exam Review | \$25.53 |
| | | O | 9781562539191 | Hair Care Products Ingredients Dictionary | \$30.96 |
| Computer Programing .NET | | Required | Uniform: | 2 Program Shirts + ID | \$33.35 |
| | | | | TBD | |
| Culinary Arts | N10050 | Required | Uniform: | 2 Chef Jackets + 2 Chef Trousers + 2 Hats + 3 Scarves + ID | \$134.81 |
| | | C | 9780470197523 | Professional Cooking | \$137.63 |
| | | C | | Professional Knife Kit Poly | \$249.56 |
| | | C | | Professional Knife Kit Winewood | \$332.27 |

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|---------------------------------|------------|------------------------------|---------------|----------------------------------------|------------------------------------------|----------|
| Digital Design | B070600 | Required | Uniforms : | 2 Program Shirts + ID | \$33.35 | |
| | | | 9780321840714 | Adobe Photoshop CS6 Learn by Video | \$51.61 | |
| | | | 9780985301415 | Adobe Photoshop Lightroom 4 | \$57.95 | |
| | | | 9780316020749 | Digital Photography A Basic Manual | \$25.45 | |
| Digital Video Production | I100240 | Required | Uniforms : | 2 Program Shirts + ID | \$54.39 | |
| | | | 9780321822437 | Adobe After Effects CS6 | \$44.79 | |
| | | | 9780321822475 | Adobe Premiere Pro CS6 | \$47.54 | |
| Drafting | C100200 | Required | Uniform: | 2 Program Shirts + ID | \$33.35 | |
| | | | 9781585037391 | Residential Design Using Autodesk 2013 | \$46.95 | |
| | | | 9781585037353 | Commercial Design Using Autodesk 2013 | \$46.95 | |
| | | | 9781585037711 | Commands Guide Solidworks 2013 | \$51.87 | |
| | | | 9781585037162 | AutoCAD 2013 First Level Fundamentals | \$46.55 | |
| Electricity | I460312 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$50.65 | |
| | | | C | 9780136086376 | NCCER Core Curriculum with Floor Plans | \$61.30 |
| | | | C | 9780877659143 | NEC 2011 Code Book | \$61.48 |
| | | | S | 9780132569583 | NCCER Electricity Level 1 Training Guide | \$88.94 |
| | | | | 9780132569538 | NCCER Electricity Level 2 Training Guide | \$119.65 |
| | | | S | 9780877659174 | NEC 2011 Tabs for the NEC Code Book | \$20.92 |
| | | | | | | |
| Electronics Technology | I150303 | Required | Uniform: | 2 Program Shirts + ID | \$33.35 | |
| | | | | 9781111128531 | Introduction to Electronics Text 6th Ed | \$155.70 |
| | | | | 1891749072 | The Associate CET Study Guide | \$52.60 |
| | | | O | Model 3200CTK1 | RSR Tool Kit | \$37.16 |
| | | | | | | |

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|-------------------------------------|------------|------------------------------|-----------------|-----------------------------------------------------------|----------------------|
| Facials/Esthetics | I120424 | Required | Uniform: | 2 Sets of Scrubs + 2 Patches + ID + Safety Glasses | \$82.45 |
| | | C | 9781111306892 | Esthetics Fundamentals Text | \$120.44 |
| | | C | 9781111306915 | Esthetics Fundamentals Workbook | \$68.95 |
| | | O | 9781435480209 | Skin Care & Cosmetic Ingredients Dictionary | \$39.07 |
| | | O | 9781428318953 | Fundamentals Esthetics Exam Review | \$39.25 |
| Facials/Esthetics - Advanced | | Required | Uniform: | 2 Sets of Scrubs + 2 Patches + ID + Safety Glasses | \$82.45 |
| | | C | 9781428319752 | Esthetics Advanced Text | \$100.92 |
| | | O | 9781428319783 | Advanced Esthetics Exam Review | \$39.25 |
| | | O | 9781435487451 | Skin Care-Beyond the Basics-Text | \$103.62 |
| | | O | 9781435487444 | Skin Care-Beyond the Basics-Workbook | \$51.34 |
| | | O | 9781435480209 | Skin Care Ingredients' Dictionary | \$39.07 |
| Hospitality & Tourism | M811040 | Required | Uniform: | 2 Program Shirts + ID | \$33.35 |
| | | | 9780931202636 | Exploring the World Text 3rd Ed | \$98.87 |
| | | | 9780931202643 | Exploring the World Work Book 3rd Ed | \$21.38 |
| | | | 9780931202605 | Travel Career Development Text 9th Ed | \$106.23 |
| | | | 9780931202612 | Travel Career Development Work Book 9th Ed | \$20.91 |
| Industrial Electricity | I460313 | | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$50.65 |
| | | C | 9780136086376 | NCCER Core Curriculum with Floor Plans | \$61.30 |
| | | C | 9780877659143 | NEC 2011 Code Book | \$99.69 |
| | | S | 9780132569552 | NCCER Level 3 Electricity Training Guide | \$120.60 |
| | | S | 9780132569569 | NCCER Level 4 Electricity Training Guide | \$120.60 |
| | | O | 9780877659174 | NEC 2011 Tabs for the NEC Code Book | \$20.92 |
| Industrial Technology | | | | Call Program Secretary | TBD |

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|----------------------------------|------------|------------------------------|-----------------|-----------------------------------------------------------|----------------------|
| | | | | | |
| Legal Admin. Specialist | B072000 | Required | Uniform: | 2 Program Shirts + ID | \$50.89 |
| | | OCP A: | | | |
| | | | 9781591363651 | Computer Concepts | \$27.46 |
| | | | 9780538748926 | New Perspectives MS Word 2010 Comprehensive | \$138.08 |
| | | | 9781591363798 | FastCourse MS Outlook 2010 | \$18.85 |
| | | | 9780538753722 | MS PowerPoint 2010 | \$106.17 |
| | | | 9780078036804 | Communicating at Work | \$145.96 |
| | | OCP B: | | | |
| | | | 9780538447072 | Century 21 Accounting 9th Ed, Chpt 1-16 | \$80.45 |
| | | | 9780538447089 | Century 21 Accounting 9th Ed: Workpapers | \$44.18 |
| | | | 9780538742917 | Microsoft Excel 2010: Comprehensive | \$131.56 |
| | | | 9781439057001 | Using Computers in the Law Office-Advanced | \$126.69 |
| | | OCP C & D: | | | |
| | | | 9781418018375 | Substantive Law for the Legal Profession | \$84.75 |
| | | | 9781418060855 | Legal Term. Transcription & Court Reporting | \$109.85 |
| | | | 9781428319288 | Fundamentals of Law Office Management | \$129.21 |
| | | | | | |
| Major Appliance | I470106 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$40.71 |
| | | C | 9780071770187 | Troubleshooting and Repairing Major Appliance | \$64.71 |
| | | | | | |
| Marine Service Technology | I490306 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$50.65 |
| | | | 9780130943187 | Understanding the Outboard Motor, 3rd Ed | \$113.28 |
| | | | | | |
| Machining | I480503 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses +Shop Apron | \$48.46 |
| | | | 9780132172202 | Blueprint Reading Machine Trades 7th Ed | \$85.15 |

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|--------------------------------------------------|------------|------------------------------|---------------|------------------------------------------------|----------------------|
| | | | 9781428336568 | Math for Machining Technology 6th Ed | \$178.67 |
| | | | 9780831133474 | CNC Programming Handbook 3rd Ed | \$77.02 |
| | | | 9781590702499 | Machining Fundamentals Text | \$88.96 |
| | | | 9781619602090 | Machining Fundamentals Text 9th Ed. | TBD |
| Marketing/ Sports & Entertainment | M899400 | Required | Uniform: | 2 Program Shirts + ID | \$50.89 |
| | | | 9780538445153 | Sports & Entertainment Marketing Text | \$49.01 |
| Medical Admin. Specialist | B070300 | Required | Uniform: | 2 Program Shirts + ID | \$50.89 |
| | | OCP A: | | | |
| | | | 9780078036804 | Communicating at Work | \$145.96 |
| | | | 9781133602996 | Delmar's Administrative Medical Assist, 5th Ed | \$115.08 |
| | | | 9780538748926 | New Perspectives MS Word 2010, Comprehensive | \$138.08 |
| | | | 9781591363651 | Computer Concepts | \$27.46 |
| | | OCP B: | | | |
| | | | 9780538742917 | New Perspectives on MS Excel 2010 | \$131.56 |
| | | | 9780073374611 | Essentials of Medical Language, 2nd Ed | \$80.84 |
| | | OCP C: | | | |
| | | | 9780073402130 | Computer Med Office | \$148.45 |
| | | | 9780538447089 | Working Papers Workbook: Multi-Column 1-16 | \$35.77 |
| | | OCP D: | | | |
| | | | 9780073259369 | Intro to Med. Office Transcription | \$107.83 |
| | | | 9780073374598 | From Patient to Payment, 7 Ed | \$111.20 |
| Medical Coder Biller | H170528 | Required | Uniform: | One Set of Scrubs + Program Patch + ID | \$47.26 |
| | | | 9781584263524 | Health Information Management Tech, 4th Ed | \$110.81 |
| | | | 9781584263180 | Basic ICD + 10PCS + ICD 9 CM Coding | \$99.90 |

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|---------------------------------------|------------|------------------------------|-----------------|-----------------------------------------------------------|----------------------|
| | | | 9781455707744 | Medical Terminology w/ICD-9 | \$71.12 |
| | | | 9781455744657 | Step by Step Medical Coding Text | \$95.20 |
| | | | 9781601516213 | Professional Hosp Vol 1,2,3 ICD-9CM | \$86.42 |
| | | | 978556483806 | ICD9-CM Coding Handbook w/answers 2012 | \$89.15 |
| | | | 9781133283737 | Understanding Health Insurance Text | \$139.05 |
| | | | 9781133283751 | Understanding Health Insurance Workbook | \$58.79 |
| | | | 9780077605131 | A & P & Disease for Health for Health Professions | \$79.54 |
| | | | 9781584263685 | 2013 Basic ICD-10-CM/PCS Coding | \$105.84 |
| | | | 9781601516718 | HCPCS Lvl II 2013 | \$73.17 |
| | | | 9781556483875 | ICD-10-CM and ICD-10-PCS Coding Handbook | \$95.53 |
| Nails Spec for Licensure | I120414 | Required | Uniform: | 2 Sets of Scrubs + 2 Patches + ID + Safety Glasses | \$82.45 |
| | | C | 9781435497689 | Milady's Standard Nail Technology Text | \$99.40 |
| | | C | 9781435497641 | milady's Standard Nail Technology Workbook | \$56.39 |
| | | C | | Nail Kit: Brushes | \$63.41 |
| | | O | 9781435497634 | Nail Technology Exam Review | \$32.99 |
| Network Support Services | B0078000 | Required | Uniform: | 2 Program Shirts + ID | \$33.35 |
| | | C | 9780071795128 | Comptia A+ Certification All-in-One Exam Gd 8th | \$58.73 |
| | | S | 9780470948453 | MS Windows 7 Configuration Exam 70-680 | \$39.72 |
| New Medica Technology | B0077400 | Required | Uniform: | 2 Program Shirts + ID | \$33.35 |
| | | | 9780071795128 | v.2 Site Development Associate | \$49.03 |
| | | | 9780470948453 | v.2 Internet Business Associate | \$38.61 |
| Patient Care Technician - Main | | Required | Uniform: | 2 Sets of Scrubs + 2 Program Patches + ID | \$77.89 |
| | | C | 9781435487550 | Introduction to Health Care | \$102.88 |

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|----------------------------|------------|------------------------------|-----------------------------|---------------------------------------------------------------------------------|----------------------|
| | | C | 9781616690397 | BLS Healthcare Provider | \$15.80 |
| | | C | 9780721691466 | Basic Nurse Assisting Text | \$54.49 |
| | | C | 9780721691442 | Basic Nurse Assisting WkBk (required) | \$32.09 |
| | | | | | |
| Plumbing Technology | 460512 | Required | Uniform: | 2 Program Shirts + ID + Safety Glasses | \$50.65 |
| | | | 9780136086376 | NCCER Core Curriculum with Floor Plans | \$61.30 |
| | | | 9780132921435 | NCCER Plumbing Level 1 | \$80.15 |
| | | | 9780131091832 | NCCER Plumbing Level 2 | \$114.24 |
| | | | 9780132273015 | NCCER Plumbing Level 3 | \$112.81 |
| | | | 9780132273053 | NCCER Plumbing Level 4 | \$112.49 |
| | | | | | |
| Web Development | | Required | Uniform & Books: | 2 Program Shirts + ID | \$33.35 |
| | | | 9780742331310 | Internet Business Associate | \$46.74 |
| | | | 9780742331341 | Site Development Associate | \$46.74 |
| | | | 9780321840714 | Adobe Photoshop CS6 Learn by Video | \$51.61 |
| | | | 9780321840370 | Adobe Dreamweaver CS6 Learn by Video | \$46.22 |
| | | | | | |
| Welding Technology | I480500 | Required | Uniform: | 2 Program Shirts + Welding Sleeves + Welding + Bib + Safety Glasses + ID | \$99.75 |
| | | C | Hobart: EW459 | Blueprint Reading for Welders & Fitters | \$25.61 |
| | | C | Hobart: EW342 | Symbols for Welding | \$23.68 |
| | | C | 9781435427884 | Welding Skills Book 1 SENSE | \$101.79 |
| | | C | 9781435427907 | Welding Skills Book 2 SENSE | \$53.21 |
| | | C | 9781435427969 | Welding Skills Book 3 SENSE | \$53.21 |

