

**CSB BOOK MASTER SEPTEMBER 2017**

					<b>CSB</b>
<b>NUMBER</b>	<b>COURSE NAME</b>	<b>BOOK TITLE</b>	<b>ISBN NUMBER</b>	<b>SOURCE</b>	<b>COURSE PRICE</b>
GO-01	KEYBOARDING I	KEYBOARDING AND WORD PROC ESS 20TH EDITION	9781337213431	CENGAGE	<b>162</b>
		ONLINE ACCESS CARD LESSONS 1 - 55 (REPLACEMENT)	9781285176956	CENGAGE	<b>83</b>
GO-02	KEYBOARDING II	NO BOOK			
GO-03	KEYBOARDING APPLICATIONS	NO BOOK			
GO-04	KEYBOARDING SKILLBUILDING I	NO BOOK			
GO-05	KEYBOARDING SKILLBUILDING II	NO BOOK			
GO-06	OFFICE PROCEDURES	NO BOOK			
LEG-01	FUND OF LEGAL ASSISTING	LEGAL TERMINOLOGY W/FLASH CARDS 4TH EDITION	9781111136796	CENGAGE	<b>247</b>
		ABA MODEL GUIDELINES FOR PARALEGAL SERV	9781590313886	ABA	<b>12</b>
					<b>259</b>
LEG-02	LEGAL TERMINOLOGY	LEGAL TERMINOLOGY W/FLASH CARDS 4TH EDITION	9781111136796	CENGAGE	<b>247</b>
		ABA MODEL GUIDELINES FOR PARALEGAL SERV	1-59031-388-7	ABA	<b>12</b>
					<b>259</b>
LEG-03	LEGAL TRANS I	LEGAL TRANSCRIPTION 3RD ED	978-0-76384-204-8	PARADIGM	<b>141</b>
		EXPRESS SCRIBE PRO		NCH SOFTWARE	<b>30</b>
LEG-04	LEGAL TRANS II	LEGAL TRANSCRIPTION	978-0-76384-204-8	PARADIGM	<b>0</b>
LEG-05	CONTRACTS	ESSENTIALS OF BUSINESS LAW	9780078023194	MCGRAW-HILL	<b>101</b>
LEG-06	BUSINESS LAW	ESSENTIALS OF BUSINESS LAW	9780078023194	MCGRAW-HILL	<b>101</b>
LEG-07	ADMINISTRATIVE LAW	ADMINISTRATIVE LAW	9781401858773	CENGAGE	<b>142</b>
LEG-08	CIVIL LITIGATION	CIVIL LITIGATION 7TH ED	9781285449180	CENGAGE	<b>186</b>
LEG-09	CRIMINAL LAW	CRIMINAL LAW & PROCEDURE 4TH ED	9781133591887	CENGAGE	<b>224</b>
LEG-10	FAMILY LAW	FAMILY LAW FOR PARALEGALS 6TH ED	9781454816485	ASPEN	<b>169</b>
LEG-11	WILLS TRUSTS & ESTATES	WILL TRUSTS & ESTATES	9780132956031	PEARSON	<b>170</b>
LEG-12	TORTS	ESSENTIALS OF TORTS 3RD ED	9781401879648	CENGAGE	<b>204</b>
LEG-13	REAL ESTATE	REAL ESTATE & PROPERTY LAW FOR PARALEGALS	9781454852186	ASPEN	<b>159</b>

					CSB
					COURSE
NUMBER	COURSE NAME	BOOK TITLE	ISBN NUMBER	SOURCE	PRICE
LEG-14	LEGAL RESEARCH	THE LEGAL RESEARCH & WRITING HANDBOOK 7th Ed	978-1-4548-40817	ASPEN	177
		LEGAL RESEARCH & WRITING EXERCISES	978-0-7355-07920	ASPEN	71
		THE BLUEBOOK-UNIFORM SYS OF CITATIONS	ONLINE	HARVARD	49
					296
LEG-15	ADVANCED LEGAL RESEARCH	NO BOOK			
LEG-16	LEGAL WRITING I	NO BOOK			
LEG-17	LEGAL WRITING II	NO BOOK			
LEG-18	LAW OFFICE TECHNOLOGY	USING COMPUTERS IN THE LAW OFFICE 7TH EDITION	9781285189598	CENGAGE	171
MED-01	MEDICAL TERM	BASIC MEDICAL LANGUAGE 5TH EDITION	9780323290487	ELSEVIER	52
MED-04	INTRODUCTION TO PSYCHOLOGY	FOUNDATIONS OF MENTAL HEALTH	9780323086202	ELSEVIER	53
MED-06	ELECTRONIC CARE MANAGEMENT	PAPERLESS MEDICAL OFC: USING HARRIS CARETRACKER	9781133278955	CENGAGE	117
MED-08	BODY STRUCTURE & FUNCTION	COMPREHENSIVE MEDICAL ASSISTING 3RD EDITION	9780133969306	PEARSON	172
		SPHYGMAMANOMETER WITH SPRAGUE STETHOSCOPE	99335	MOORE MEDICAL	48
					219
MED-09	ESSENTIALS OF ANATOMY & PHYS	COMPREHENSIVE MEDICAL ASSISTING 3RD EDITION	9780133969306	PEARSON	172
		SPHYGMAMANOMETER WITH SPRAGUE STETHOSCOPE	99335	MOORE MEDICAL	48
					219
MED-10	ELEMENTS OF ANATOMY & PHYS	COMPREHENSIVE MEDICAL ASSISTING 3RD EDITION	9780133969306	PEARSON	172
		SPHYGMAMANOMETER WITH SPRAGUE STETHOSCOPE	99335	MOORE MEDICAL	48
					219
MED-11	PRINCIPLES OF ANATOMY & PHYS	COMPREHENSIVE MEDICAL ASSISTING 3RD EDITION	9780133969306	PEARSON	172
		SPHYGMAMANOMETER WITH SPRAGUE STETHOSCOPE	99335	MOORE MEDICAL	48
					219
MED-15	ESSENTIALS OF PHARMACOLOGY	PHARMACOLOGY CLEAR AND SIMPLE	9780803625884	FA DAVIS	68
MED-16	LAW & ETHICS FOR HLTH OCC	LAW & ETHICS FOR HEALTH PROFESSIONALS	9780073513836	MCGRAW-HILL	88
MED-17	MEDICAL INSURANCE PROC	INSURANCE HANDBOOK FOR MED OFFICE 14TH ED	9780323316255	ELSEVIER	111
	MEDICAL INSURANCE PROC	INS BOOK FOR MED OFC WORKBOOK 14TH ED	9780323316279	ELSEVIER	42
					152
MED-18	HEALTH CARE PRINCIPLES	ESS OF HUMAN DISEASES & CONDITIONS BUNDLE 6TH ED	9780323228572	ELSEVIER	108
MED-19	DISEASES AND DISORDERS	ESS OF HUMAN DISEASES & CONDITIONS BUNDLE 6TH ED	9780323228572	ELSEVIER	108
MED-20	EXAMINING ROOM PROCEDURES	COMPREHENSIVE MEDICAL ASSISTING 3RD EDITION	9780133969306	PEARSON	172

					CSB
					COURSE
NUMBER	COURSE NAME	BOOK TITLE	ISBN NUMBER	SOURCE	PRICE
MED-20	MEDICAL OFFICE PROCEDURES	COMPREHENSIVE MEDICAL ASSISTING 3RD EDITION	9780133969306	PEARSON	172
MED-21	CLINICAL LAB PROCEDURES	COMPREHENSIVE MEDICAL ASSISTING 3RD EDITION	9780133969306	PEARSON	172
MGT-01	PRINCIPLES OF SUPERVISION	SUPERVISOR'S SURVIVAL KIT 11TH ED	9780132396981	PEARSON	64
MGT-02	INTRO TO BUSINESS	BUSINESS FOUNDATIONS, CNCT ACCESS CARD	9781259305641	MCGRAW-HILL	204
MGT-03	SUPERVISORY TRAINING	NO BOOK			
MGT-04	SMALL BUSINESS MGMT	ENTREPRENEURSHIP, STARTING & OPERATING A SMALL BU	9780132784085	PEARSON	204
MGT-05	PRINCIPLES OF MARKETING	MARKETING 6TH EDITION	9781259709074	MCGRAW-HILL	216
MGT-06	HUMAN RESOURCE MANAGEMENT	A FRAMEWORK FOR HUMAN RESOURCE MGT	9780132576147	PEARSON	182
MGT-07	CUSTOMER SERVICE	CUSTOMER SERVICE	9780133056259	PEARSON	107
MGT-08	MONEY AND BANKING	MONEY AND BANKING	9781111823351	CENGAGE	67
MGT-09	BUSINESS STRATEGIES	BUSINESS FOUNDATIONS, CNCT ACCESS CARD	9781259305641	MCGRAW-HILL	204
MIC-01	COMPUTER LITERACY/OPERATIONS	COMP LIT BASICS: A GUIDE TO IC3, 5TH EDITION BUNDLE	9781305384736	CENGAGE	195
		USB FLASH DRIVE		MONROE	6
					201
MIC-01	COMPUTER LITERACY/OPERATIONS	SAMS CARD 2013	9781285427492	CENGAGE	130
MIC-02	MICROSOFT® WORD	MICROSOFT OFFICE 2013 INTRODUCTORY	9781285166027	CENGAGE	207
MIC-03	MICROSOFT® EXCEL®	MICROSOFT OFFICE 2013 ADVANCED	9781285166230	CENGAGE	216
MIC-04	MICROSOFT® ACCESS®				423
MIC-05	MICROSOFT® POWERPOINT®				
MIC-10	MICROSOFT® OUTLOOK®				
MIC-02	MICROSOFT® WORD	MICROSOFT WORD 2013 COMPLETE, 1ST EDITION	9781285167725	CENGAGE	145
MIC-03	MICROSOFT® EXCEL®	MICROSOFT EXCEL 2013 COMPLETE, 1ST EDITION	9781285168449	CENGAGE	145
MIC-04	MICROSOFT® ACCESS®	MICROSOFT ACCESS 2013:COMPLETE, 1ST ED	9781285169071	CENGAGE	145
MIC-05,	MICROSOFT® POWERPOINT®	MICROSOFT POWERPOINT 2013: COMPLETE 1ST ED	9781285167893	CENGAGE	145
MIC-06	ADVANCED MICROSOFT® WORD	MICROSOFT WORD 2013 COMPREHENSIVE 1ST ED (RENTAL	9781285167688	CENGAGE	30
MIC-07	BASIC INTERNET PROGRAMMING	HTML & JAVA SCRIPT BASICS 4TH ED	9780538742351	CENGAGE	112
MIC-08	INTERNET FUNDAMENTALS	INTERNET RESEARCH	9781285854120	CENGAGE	66

					CSB
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NUMBER	COURSE NAME	BOOK TITLE	ISBN NUMBER	SOURCE	PRICE
MIC-09	MICROSOFT® PUBLISHER®	MICROSOFT PUBLISHER 2013	9781285167275	CENGAGE	189
MIC-10	MICROSOFT® OUTLOOK®	MICROSOFT OUTLOOK 2013 COMPLETE	9781285168876	CENGAGE	145
MIC-11	MICROSOFT® WORD CERT REVIEW	GMETRIX ADOBE CERTIFIED ASSOCIATE	REZA	GMETRIX	90
MIC-12	MICROSOFT® EXCEL® CERT REVIEW	GMETRIX ADOBE CERTIFIED ASSOCIATE	REZA	GMETRIX	90
MIC-13	MICROSOFT® ACCESS® CERT REVIEW	GMETRIX ADOBE CERTIFIED ASSOCIATE	REZA	GMETRIX	90
MIC-14	MICROSOFT® POWERPOINT® CERT REV	GMETRIX ADOBE CERTIFIED ASSOCIATE	REZA	GMETRIX	90
MIC-22	IT FUNDAMENTALS	PC PRO	9781935080428	TESTOUT	150
MIC-23	TECHNICAL SUPPORT	PC PRO	9781935080428	TESTOUT	150
MIC-24	HELP-DESK SUPPORT	A GUIDE TO CUSTOMER USER SUPPORT 6TH ED	9781285852683	CENGAGE	174
MIC-25	WINDOWS OS FUNDAMENTALS	WINDOWS CLIENT PRO	9781935080459	TESTOUT	122
MIC-26	NETWORKING FUNDAMANTALS	NETWORK PRO	9781935080435	TESTOUT	122
MIC-27	WINDOWS SERVER FUNDAMENTALS	SERVER PRO MANAGE AND ADMINISTER	978-1-935080-50-3	TESTOUT	122
MIC-28	SECURITY FUNDAMENTALS	SECURITY PRO	9781935080442	TESTOUT	122
MIC-29	CISCO CERTIFIED ENTRY NETWORKING	ROUTING AND SWITCHING PRO	9781935080558	TESTOUT	122
NUM-01	MATH FUNDAMENTALS	ENHANCED WEBASSIGN PRINTED ACCESS CARD FOR DEV	9781285857701	CENGAGE	82
NUM-02	BUS MATH W/CALC	CALCULATOR TEXT-WORKBOOK, VOL 1	SAF-CALCWKBK-I	SAFRAN	36
NUM-03	FUNDAMENTALS OF ACCOUNTING	THE ACCOUNTING GAME: FRESH FRM LEMONADE STND	9781402211867	SOURCE BKS	24
NUM-04	PRINCIPLES OF ACCOUNTING I	COLLEGE ACCTG TEXT CH 1-13 BUNDLE W/CONNECT CALCULATOR	9781260090079 KXC01S 240ZR	MCGRAW-HILL MONROE	128 12 140
NUM-04 CAM	PRINCIPLES OF ACCOUNTING I	COLLEGE ACCTG TEXT CH 1-30 BUNDLE W/CONNECT CALCULATOR	9781260090123 KXC01S 240ZR	MCGRAW-HILL MONROE	148 153 300
NUM-05	PRINCIPLES OF ACCOUNTING II				
NUM-06	PRINCIPLES OF ACCOUNTING III				
NUM-07	PRINCIPLES OF ACCOUNTING IV				
NUM-08	PRINCIPLES OF ACCOUNTING V				

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NUMBER	COURSE NAME	BOOK TITLE	ISBN NUMBER	SOURCE	PRICE
NUM-09	PRINCIPLES OF ACCOUNTING VI				
NUM-10	QUICKBOOKS® I	COMPUTERIZED ACCOUNTING WITH QUICKBOOKS 2015	9780763865177	PARADIGM	158
NUM-12	PAYROLL PREPARATION	PAYROLL ACCOUNTING 2016	9781305665910	CENGAGE	231
NUM-13	INCOME TAX PREPARATION I	INCOME TAX FUNDAMENTALS 2016	9781305664487	CENGAGE	339
NUM-15	PRINCIPLES OF COST ACCOUNTING	COST ACCOUNTING: A MANAGERIAL EMPHASIS	9780133803815	PEARSON	311
NUM-16	PRINCIPLES OF COST ACCOUNTING II	NO BOOK			
NUM-17	SAGE 50 I	COMPUTERIZED ACCOUNTING W/SAGE 50 2015	9780763853099	PARADIGM	148
NUM-19	CERTIFIED BOOKKEEPER PREPARATION	CERTIFIED BOOKKEEPER WORKBOOK SET	1884826210	AIPB	222
PD-01	PERSONAL & STUDY SKILLS DEVELOP	CSB STUDENT HANDBOOK	SAF-ADMIN	SAFRAN	0
		HANDOUTS	SAF-ADMIN	SAFRAN	0
PD-02	SELF-AWARENESS	SELF AWARENESS FOLDER	SAF-SELFAWARE	SAFRAN	5
PD-03	PORTFOLIO DEVELOPMENT	PRESENTATION BOOK		QUILL	7
PD-04	JOB SEARCH PREPARATION	THE JOB HUNTING HANDBOOK	0-940712-79-2	DAHALSTROM	4
PD-05	JOB SEARCH REVIEW				
PD-06	INTERNSHIP 185				
PD-07	INTERNSHIP 205				
PD-08	INTERNSHIP 225				
PD-09	FINANCIAL LITERACY	FINANCIAL AVENUE			30
PD-10	CERTIFIED INTERPRETER	THE COMMUNITY INTERPRETOR MANUAL & WORKBOOK			192