

STEVENS POINT CAMPUS BOOK LIST - SPRING 2010 SEMESTER

Catalog #	Class # *	Course Name	class delivery	Book/Materials	Comments	ISBN	Price for New-however used books may be available	Rental Cost (General Studies classes only)
10-101-111	22954, 22964	Accounting I	face to face, ITV	Financial Accounting, with aplia	Accounting students should purchase this book as it is used in Accounting II	978-0-3248-1368-5	190.45	N/A
		Accounting I	face to face, ITV	Financial Accounting, with aplia (special print text for MSTC)	all non-accounting students should purchase this book	1-1112-0175-7	123.50	N/A
10-101-111	22971	Accounting I	online	Financial Accounting (Brent Beyer, instructor)	book only, aplia is not required for online class	978-0-3246-6378-5	177.45	N/A
10-101-113	all	Accounting II	face to face, ITV	Financial Accounting (same text used in Accounting I)	book only, aplia is not required for Accounting II	978-0-3246-6378-5	177.45	N/A
10-101-115	all	Accounting IV	face to face	Intermediate Accounting (same text used in Accounting III)		978-0-3245-9237-5	214.50	N/A
10-101-120	23357	Payroll Accounting	ITV, WR is host site	Payroll Accounting, 2010 edition		978-0-5387-4462-1	146.60	N/A
10-101-123	23415	Income Tax Accounting	ITV, WR is host site	Essentials of Federal Income Taxation, 2010 ed.	ITV class	978-0-8080-2255-8	97.80	N/A
10-101-127	22300	Auditing	ITV, WR is host site					
10-101-130	22344	Accounting Systems	ITV, WR is host site					N/A
10-102-101	22298, 22304	Intro to Business	face to face	Foundations of Business		978-0-6189-5193-2	66.30	N/A
10-102-103	22312, 22319, 22323	Business Law & Ethics	face to face	Law & Ethics in the Business Environment		978-0-3246-5732-6	126.10	N/A
10-102-110	22329, 22335	Employment Law	face to face	Employment Law for Business		978-0-0733-7763-6	174.20	N/A
10-102-117	22345, 22350	Business Finance	face to face	Financial Management		0-1370-3919-0	104.00	N/A
10-102-120	22354	Customer Service Management	face to face	Service Leadership		1-4129-1375-6	68.60	N/A
10-102-131	22363, 22388	Entrepreneurial Management	face to face, online	Small Business Management: Launching & Growin Entrepreneurial Vnetures		0-3245-6972-6	175.85	N/A
10-102-147	22398	Principles of Management	face to face	Management Fundamentals: Concepts, Applications, Skill Development		978-0-3245-6964-3	163.80	N/A
10-102-160	22409, 22412	Business Decision Making	face to face	online curriculum	students will purchase in class		about 40.00	N/A
10-102-180	22419	International Business	face to face	International Business: The Challenges of Globalization		978-0-1371-5375-6	130.00	N/A
10-103-102	22440 22422	Windows Operating Systems Windows Operating Systems	face to face ind study	New Perspectives M/S Windows XP, Introductory Course notes only (no book requirement)	Volker Gaul is instructor	0-6190-4461-6	59.50 1.55	N/A N/A
10-103-106	22453	Microsoft Office-Introduction	face to face	New Perspectives on Microsoft Office 2007, first course, premium video edition bundled with Course Grader	this section requires course grader, Jullie Purkapile is instructor	0-5387-6601-8	130.35	N/A
	22482, 22485, 22492, 22494	Microsoft Office-Introduction	face to face	New Perspectives on Microsoft Office 2007, first course, premium video edition	requires book only	978-0-3247-8884-6	119.95	N/A
10-103-107	22503, 22510	Applied M/S Office for Health	face to face, online	New Perspectives on Microsoft Office 2007, first course, premium video edition bundled with SAMs	this class requires SAMs, Kathy Trachte is instructor	1-1111-9686-9	156.35	N/A

10-103-113	22516, 22523	Word-Beginning	face to face, ind study	New Perspectives on M/S Word 2007, brief		978-1-4239-0580-6	54.60	N/A
10-103-114	22527, 22555	Word-Intermediate	face to face, ind study	New Perspectives on M/S Word 2007, Introductory		978-1-4239-0581-3	78.35	N/A
10-103-123	22575, 22584	Excel-Beginning	face to face, ind study	New Perspectives on M/S Excel 2007, brief		1-4239-0583-0	54.60	N/A
10-103-124	22591, 22597	Excel-Intermediate	face to face, ind study	New Perspectives on M/S Excel 2007, Introductory		978-1-4239-0584-4	78.35	N/A
10-103-133	22605, 22616	Access-Beginning	face to face, ind study	New Perspectives on M/S Access 2007, brief		978-1-4239-0587-5	54.60	N/A
10-103-134	22663, 22668	Access-Intermediate	face to face, ind study	New Perspectives on M/S Access 2007, Introductory		978-1-4239-0588-2	78.35	N/A
10-103-160	22641, 22649	PowerPoint-Beginning	face to face, ind study	New Perspectives on M/S Powerpoint 2007, Introductory		978-1-4239-0593-6	64.35	N/A
10-103-192	22696	Web Principles: HTML/Expression Web	face to face	New Perspectives HTML and XHTML: Introductory		978-1-4239-2545-3	63.35	N/A
10-104-102	22702	Marketing Principles	face to face	MKTG		978-0-3247-8928-7	53.60	N/A
10-104-105	22708	Selling Principles	face to face	Fundamentals of Selling		978-0-0733-8112-1	180.05	N/A
10-104-120	22717	Media Strategies	hybrid	Advertising and Promotion		978-0-0733-8109-1	187.20	N/A
10-104-160	22727	Marketing Decision-Making	hybrid	online curriculum	students will purchase in class		about 40.00	
10-104-180	22735	E-Commerce Principles	online	Electronic Commerce	online class	978-1-4539-0305-5	109.20	N/A
10-106-160	22740	Keyboarding	ind study	Gregg College Keyboarding, lessons 1-20	independent study class	0-0731-3849-5	73.45	N/A N/A
10-106-135	22903	Supervised Field Experience	ITV	No book requirement				
10-106-140	22749	Business Information Management	face to face	Records Management Records Management simulation		0-5387-2956-2 0-5387-2970-8	69.25 69.25	N/A N/A
10-106-150	22754	Administrative Office Procedures	face to face	The Administrative Professional Technology & Procedures		0-5387-5948-1	105.00	N/A
10-150-110	22766, 22769	PC Troubleshooting-Beginning	face to face	PC Hardware and Software - CISCO online (no book purchase)				
10-150-121	22779	Network Administration-Intermediate	face to face	MCSE/MCSA Guide to Installing & Managing M/S Windows XP Pro external hard drive (not purchased at MSTC)	same text used in Beg Network Administration	978-1-4239-0293-5	132.95	N/A N/A
10-150-130	22783	Network Operating Systems	face to face	Network Essentials - CISCO online (no book purchase)				
10-150-141	22798	Supervised Field Experience	ITV	Written Communication		1-4390-4112-1	31.55	N/A
10-150-151	22846	Implementing PC Security	face to face	Security Awareness: Aplying Practical Security in Your World		1-4188-0969-1		
10-150-160	22853	Information Security I	face to face	Security+ Guide to Network Security Fundamentals Applied Information Security: A Hands on Guide to Information Security Software		1-4283-4066-1 978-0-1361-2203-6	45.50	N/A N/A

10-152-102	22866	Porgramming Logic-Intermediate	face to face	Course notes					N/A
10-152-111	22878	COBOL-Intermediate	face to face	same text students purchased for Beginning COBOL					
10-152-155	22884	Web Data Management	face to face	AW Custom Computer Science MSTC	custom book	0-5581-5597-9	72.65		N/A
10-152-170	22892, 22899	Systems Analysis	face to face	Introduction to Systems Analysis & Design Methods Rapid Team Deployment		978-0-0734-0294-9	170.65		N/A
10-152-172	22907	Systems Implementation	face to face	A Guide to SQL Database Deisgn for Mere Mortals		978-0-324-59768-4 978-0-2017-5284-7	65.65 43.10		N/A N/A
10-194-155	22612	Real Estate License CE	ITV	No book requirement					
10-194-197	22583	Real Estate Sales License Prep	ITV	TBA					
10-196-190	22912	Leadership Development	face to face	Leadership: Theory, Aplication, and Skill Development					
10-196-191	22925, 22932	Supervision	face to face	Supervision: Concepts and Skill Building		978-0-0734-0500-1	138.15		N/A
10-196-192	22919	Managing for Quality	face to face	Total Quality: Management, Organization & Strategy		978-0-3243-8132-0	105.95		N/A
10-196-193	22938, 22943	Human Resource Management	face to face	Managing Human Resources		978-0-3245-9331-0	201.20		N/A
10-501-101	23648, 23471	Medical Terminology	face to face	Building a Medical Vocabulary		978-1-4160-5627-0	66.55		N/A
10-501-104	23477	Healthcare Customer Service	online	Resolving Complaints for Professionals in Health Care Customer Service for Professionals in Health Care		0-595-28361-6 0-595-28365-9	9.95 10.80		N/A N/A
				Assertiveness Skills for Professionals in Health Care Telephone Skills for Professionals in Health Care Customer Service Skills for Success		0-595-28277-6 0-565-28363-2 978-0-0735-4544-8	9.95 10.80 71.50		N/A N/A N/A
10-501-122	23484	Pharmacology for Allied Health	online	Nursing 2010 Drug Handbook Administering Medications		978-1-6054-7353-6 978-0-0735-2085-8	39.10		N/A N/A
10-513-115	23492	Basic Clinical Lab Techniques	hybrid	Laboratory Testing for Ambulatory Settings	bundled package	978-0-7216-4790-6	66.55		N/A
10-513-116	23494	Principles of Phlebotomy	online	Plebotomy Worktext and Procedures Guide		978-1-4160-0035-8	57.15		N/A
10-513-117	23496, 23506, 23511	Phlebotomy Laboratory/Practicum	face to face						
10-533-160	25384	Sign Language for Service & Health	face to face	Learning American Language: Levels I & II		978-0-2052-7553-3	55.70		N/A

10-801-195	23508, 23513, 23514, 23515, 23517, 23519	Written Communication	face to face	Easy Writer Elements of Technical Writing	0-3124-6281-6 0-2053-1873-8	26.00 29.90	10.05 12.57
10-801-196	23523, 23620	Oral/Interpersonal Communication	face to face	Communication Works	978-0-0732-9702-6	96.55	36.80
10-801-197	23526	Technical Reporting	ind study	Technical Writing	1-4130-0189-0	125.15	49.45
10-801-198	23528, 23530, 23531, 23536	Speech	face to face	The Art of Public Speaking	0-0732-2865-6	85.50	36.29
10-804-106	23538, 23541, 23545	Intro to College Math	face to face	Basic College Math	0-6188-11222-2	118.55	51.08
10-804-118	23562	Intermediate Algebra with Applications	face to face	Intermediate Algebra with Applications	0-2011-5880-9	71.50	32.45
10-804-145	23568	Algebra & Computational Skills	face to face	Applied Algebra 1 Calculation and Calculators	0-2010-4767-5 0-2010-4771-3	115.05 115.05	47.86 38.04
10-806-179	all sections	Advanced Anatomy & Physiology	face to face	Anatomy and Physiology	978-0-3215-5960-9	162.40	60.03
10-809-122	23598, 23601, 23602	Intro to American Government	face to face, online	Introduction to American Government	978-0-2055-1143-3	98.90	39.48
10-809-143	23606, 23607, 23609	Microeconomics	face to face	Microeconomics, 8th ed. Microeconomics, 9th ed.	978-0-0732-8147-6 978-0-0773-5419-0	76.40 100.00	37.40 37.40
10-809-144	23611	Macroeconomics	face to face	Macroeconomics, 8th ed. Macroeconomics, 9th ed.	978-0-0732-8148-3 978-0-0773-5420-6	74.75 104.00	37.66 37.66
10-809-159	23612	Abnormal Psychology	online	Fundamentals of Abnormal Psychology	978-1-4292-0952-6	124.80	48.19
10-809-166	23613, 23614	Intro to Ethics: Theory & Application	face to face, online	Elements of Moral Philosophy Morality Play - Case Studies	978-0-0731-2547-3 978-0-0730-1120-2	42.60 32.50	18.40 14.70
10-809-172	23616, 23617	Race, Ethnic & Diversity Studies	face to face	Race Ethnic and Diversity	978-0-3907-6719-6	76.85	33.56
10-809-188	23618, 23619	Developmental Psychology	face to face	Life Span Development	978-0-0733-1024-4	146.90	51.58
10-809-196	23621, 23622, 23623	Introduction to Sociology	face to face	Society: The Basics	978-0-1322-8490-5	88.76	34.99
10-809-198	23624, 23625, 23626, 23627, 23628	Introduction to Psychology	face to face	Discovering Psychology	0-7167-7661-8	92.30	30.67
10-831-103	23629	Introduction to College Writing	face to face	Foundations First	0-3124-5989-0	70.20	32.85
10-835-103	23636	Study Skills	face to face	Becoming a Master Student - concise	0-6184-6770-x	49.10	21.81
10-836-113	23630	Prep for Basic Biology	face to face	Prep for Basic Biology: The Living World	978-0-3906-4075-8	41.60	19.08
10-836-133	23631	Prep for Basic Chemistry	face to face	Basic Math Approach to Chemistry	0-5342-6574-x	111.50	38.53
10-838-105	23634	Intro to Reading and Study Skills	face to face	Becoming a Master Student Ten Steps to Advanced Reading	0-5471-9043-3 978-1-5919-4079-1	68.55 31.20	24.19 14.42

30-543-300	23383, 23390, 23394	Nursing Assistant	hybrid	Essentials for Nursing Assistants	bundled package	978-1-6083-1304-4	110.20	N/A
				NA lecture CD's			2.15	N/A
				NA Handbook			2.65	N/A
				name tag			2.10	N/A
				health careers patch			1.10	N/A
31-509-302	23632	Human Body in Health & Disease	face to face	Memmler's: The Human Body in Health & Disease	bundled package	978-0-7817-6578-7	69.65	N/A
31-509-303	23633	Medical Assistant Lab Procedures I	face to face	same books used in MACP 1				N/A
31-509-304	23635	Medical Assistant Clinical Procedures I	face to face	Medical Assisting Review: Passing the CMA, RMA & Other		978-0-0733-0979-8	78.35	N/A
				Kinn's Medical Assistant course notes	bundled package	978-1-4160-4700-1	115.45	N/A
31-509-305	23637	Medical Assistant Lab Procedures II	face to face	Kinn's Medical Assistant (purchased for MA 1)				N/A
31-509-306	23638	Medical Assistant Clinical Procedures II	face to face	Kinn's Medical Assistant (purchased for MACP 1)				
31-509-309	23639, 23640	Medical Law Ethics and Professionalism	face to face, online	Law and Ethics for Medical Careers		978-0-0734-0206-2	87.45	N/A
31-509-310	23641	Medical Assistant Practicum	ITV	course notes				
42-804-420	23572	Algebra for Trades		Introductory Algebra Programmed		0-2011-5887-6		