

Veterinary Office Assistant BOOKLIST Spring 2019

Course Code	Textbook/materials	Edition	Publisher	Author	ISBN	Price
HLTH 1013 Veterinary Terminology and Animal Health Systems	OPTION A: An Illustrated Guide to Veterinary Medical Terminology fourth edition. Romich + MindTap Veterinary Technology, 2 terms (12 months) Printed access card (online software and printed text bundle). Students will be provided with instructions about how to obtain access to MindTap in the course. Note: This price includes a printed copy of the textbook which needs to be obtained through the NorQuest book store, along with the MindTap software	4th	Cengage Learning	Janet Amundson Romich	978-0-357-01979-5	\$161.95
COMP1013 Computer Applications for Veterinary Office	No Textbook Required- Veterinary Software Used					\$0.00
HLTH 1014 Veterinary Administrative Procedures	Veterinary Office Practices	2nd	Cengage Learning	Vicki Judah	978-1-111-13900-1	\$92.95
COMM 1001 Introduction to Communications	OPTION A: THINK Interpersonal Communications Canadian Edition	Canadian	Pearson	Engleberg, Wynn, Roberts	978-0-205-20897-5	\$80.05
Subtotal						\$334.95
GST						\$16.75
TOTAL						\$351.70

The following are purchased online (not through the Bookstore)

COMP 1006 Office Computer Applications	MindTap® Computing, 1 term (6 months) Instant Access for The Shelly Cashman Series® Collection, 1st Edition (online learning software and e-textbook) Students purchase MindTap online. Students will be provided with instructions about how to obtain access to MindTap in the course. ** NOTE: Students can also purchase a 12-month subscription for \$104.95 - ISBN 9781337391344	1st	Cengage Learning	Freund, Hoisington, Last, Pratt, Schmieder, Sebok, Starks, Vermaat	978-1-337-39129-0	\$99.95
COMM 1001 Introduction to Communications	THINK Interpersonal Communications e-text Edition Students purchase the e-text online. The link and instructions to purchase the e-text will be provided in your Moodle course. Note: The NorQuest Bookstore also sells print copies of the textbook. Limited copies available.	Canadian	Pearson	Engleberg, Wynn, Roberts	978-0-205-20897-5	eText version \$45.00 Approx. Option B
HLTH 1013 Veterinary Terminology and Animal Health Systems	An Illustrated Guide to Veterinary Medical Terminology fourth edition e-Text. Romich + MindTap Veterinary Technology, 2 terms (12 months) Printed access card (online software and printed text bundle). Students will be provided with instructions about how to obtain access to MindTap in the course. Note: This price includes access to the e-Text, along with the MindTap software	4th	Cengage Learning	Janet Amundson Romich	978-1-337-90928-0	MindTap Standalone with Interactive ebook \$99.95 Option B

All students require a laptop (in-class students) or other PC (online students) for this program.
Please see the Veterinary Office Assistant BYOD requirements on the NorQuest College website for more information.

In-class students should consider purchasing a super charger to reduce charging time for devices.

*****Textbooks can be returned within 14 days of purchase for full refund, you must have original receipt and refunds will be refunded to the original payment method. Any textbooks that are shrink wrapped must be still be in original shrink wrap. Textbooks must be in original condition for refund*****

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