

# Jamestown Business College Winter 2021 Booklist

11/9/2021

*All books, editions, and prices may be subject to change until each class starts. It is essential when purchasing books that the ISBN # exactly match this list. NOTE: This booklist is not considered final until 11/17/2021. X indicates a new book or software is required in the course. Students must purchase the edition indicated.*

	Publisher:	ISBN #:	Price
<b>ACC101</b> Electronic Resource - ACC101, ACC202			\$0.00
<b>ACC202</b> Electronic Resource - ACC101, ACC202			\$0.00
<b>ACC203</b> Income Tax Fundamentals 2020, 38th	Cengage	9780357108239	\$200.00
<b>ECO242</b> Electronic Resource - ECO242			\$0.00
<b>ENG252</b> Essentials of Business Communication (Used), 9th Edition	Cengage	9781111821227	\$120.00
<b>HIM314</b> Medical Coding Fundamentals, 1st Edition Coding Case Studies Workbook, 1st Edition	McGraw Hill Cengage	9780073374987 9781133703686	\$107.00 \$58.00
<b>HM272</b> The Marketing Plan Handbook, 4th Edition	Pearson/Prentice Hall	9780136089360	\$100.00
<b>IT131</b> Exploring Microsoft Office 2019 Introductory, 2019 Edition	Pearson	9780135402542	\$200.00
<b>IT232</b> Exploring Microsoft Office 2019 Introductory, 2019 Edition	Pearson	9780135402542	\$200.00
<b>IT233</b> Your Office: Access 2016, Comprehensive, 1st Edition	Pearson/Prentice Hall	9780134479552	\$146.00
<b>MA242</b> Business Math, 10th	Pearson	9780133011203	\$100.00
<b>MGT262</b> Electronic Resource - MGT262			\$0.00
<b>MGT464</b> Electronic Resource - MGT464			\$0.00
<b>MGT465</b> Electronic Resource - MGT465			\$0.00
<b>MKT121</b> Electronic Resource - MKT121			\$0.00
<b>MKT222</b> Stukent Mimic Advertising Simulation Advertising & Promotion: An Integrated Mkt Comm Perspective,		9781259548147	\$66.00 \$150.00
<b>MKT223</b> The Marketing Plan Handbook, 4th Edition	Pearson/Prentice Hall	9780136089360	\$100.00
<b>MKT224</b> *(Used)Public Relations Writing:The Essentials, 9th Edition (Used)	McGraw Hill or Amazon	9781439082720	\$100.00
<b>OFT112</b> Essentials of Medical Language, 3rd	McGraw Hill	9780073513799	\$125.00
<b>OFT211</b> Essentials of Health Information Management Principles, Prac, 4th	Cengage	9781337553674	\$100.00
<b>OFT212</b> Medical Billing 101, 1st ICD-10-CM 2020, Complete Official Codebook, 2020 CPT: 2020 (Current Procedural Terminology Professional), 2020 Medical Coding Workbook for Physician Practices, ICD-10, 1st		9781418039752 9781622029235 9781622028986 9780073511047	\$75.00 \$100.00 \$100.00 \$75.00
<b>SOC242</b> Electronic Resource - SOC242			\$0.00

Books with an "eR" next to them require a bundle (new textbook and eResource card) purchase that may not be available through all outside vendors. The eResource (Connect, Learn Smart, Cengage card, etc.) is essential to the success in your class and contains material necessary to complete all your class requirements.