Sunrise Tech Center – Spring 2014
Booklist

Books included in the cost of registration

- **Office 2010, Essentials for the Workplace**, page 4 of the Spring 2014 catalog
  - Microsoft Office 2010: Essentials 978-1-59136-303-3
- **Word 2010, Essentials for the Workplace**, page 4 of the Spring 2014 catalog
  - Microsoft Word 2010: Comprehensive 978-1-59136-304-0
- **PowerPoint 2010 for the Working Professional**, page 6 of the Spring 2014 catalog
- **Introduction to Medical Terminology**, page 6 of the Spring 2014 catalog
  - Medical Language (2nd Edition) 978-0135055786
- **Pharmacy Technician Training Program**, through Boston Reed, page 7 of the Spring 2014 catalog

Books **NOT** included in the cost of registration

*We do not sell books on campus. Students will need to purchase their books from a local bookstore or online book source. All prices are approximate retail list price, subject to change, and do not reflect sales tax or shipping.*

- **Excel 2010, Comprehensive, all levels**, page 5 of the Spring 2014 catalog
  - Microsoft Excel 2010: Comprehensive, 978-1-59136-310-1 (approx. $78)
  - Labyrinth, [www.lablearning.com](http://www.lablearning.com)
- **QuickBooks I & II**, page 5 of the Spring 2014 catalog
  - QuickBooks Pro 2011, 978-59136-376-7 (approx. $79)
  - Labyrinth [www.lablearning.com](http://www.lablearning.com)
- **Beginning Piano**, page 10 of the Spring 2014 catalog
  - Alfred’s Adult All-In-One Piano Course – Level 1, 978-0882848181 (approx. $20)
- **Spanish Beginning and Conversational**, page 11 of the Spring 2014 catalog
  - Easy Spanish Step by Step 978-0-07-146338-6 (approx. $13) &
  - Bilingual Oxford Picture Dictionary: English/Spanish 978-0-19-435188-1 (approx. $17)