Assiniboine College

This is a "bring Your Own Device (BYOD)" program and requires students to own or acquire a device (specifically a laptop) that meets the minimum technical specifications for the program.

More info about the BYOD program is provided here

Programs: Legal Administration
Medical Administration
Office Professional

Last Updated: 1-Jun-26

Book List - Office Programs

Campus	Term	Course #	Course Name	Section IDs and Instructor	Estimated Enrolment	Text/Materials	Author	Publisher	Edition	ISBN #	New Text	Required	Estimated Price
MC	26FA	ACCT-0066	Accounting for Office 1	01LEG/01OPR - Cheryl Bryant	01LEG - 10 01OPR - 10	Fundamental Accounting Principles Vol.1 (Bundled:Connect with SmarkBook Combo) *or* Fundamental Accounting Principles Vol 1. (Connect & eBook) Texas Instrument BA II Plus Calculator	Larson	MCGRW	18th	9781264532599 9781264438310		Yes Yes	$189.50 $119 $39.95
MC	26FA	ACCT-0068	Accounting Principles	01MED - A. Fischer	20	Fundamental Accounting Principles Vol.1 (Bundled:Connect with SmarkBook Combo) *or* Fundamental Accounting Principles Vol 1. (Connect & eBook) Texas Instrument BA II Plus Calculator	Larson	MCGRW	18th	9781264532599 9781264438310		Yes Yes	$189.50 $119 $39.95
MC	26FA	BUSN-0272	Customer Service 1	01LEG/01MED/01OPR - Pam Morehouse	01LEG - 20 01MED - 20 01OPR - 20	Insight - The Surprising Truth About How Others See Us, How We See Ourselves, And Why The Answers Matter More Than We Think Customer Service Skills for Success	Eurich Lucas	Crown Currency MCGRW	Paperback	9780525573944	No	Yes	$25.00
MC	26FA	COMP-0566	Software Applications 2	01OMG - Colleen Bootsman	10	No Textbook Required							
MC	26FA	COMP-0677	Microsoft Office 1	01LEG/01MED/01OPR - Colleen Bootsman	01LEG - 20 01MED - 20 01OPR - 20	Keyboarding & Word Processing Essentials Lessons 1-55	VanHuss, et al.	Cengage Learning	20th	9781337103022	No	Yes	$145.00
MC	26FA	COMP-0678	Microsoft Office 2	01OPR - Colleen Bootsman	20	No Textbook Required							
MC	26FA	HLTH-0113	Medical Terminology 1	01MED/01OMA - Pam Morehouse	20	Language of Medicine	Chabner	Elsevier	13th	9780443107795	No	Yes	$ 172.00
MC	26FA	HLTH-0157	Medical Terminology 2	01OMA - Diane Merrett	10	Language of Medicine	Chabner	Elsevier	13th	9780443107795	No	Yes	$ 172.00
MC	26FA	HLTH-0322	Healthcare Ethics and Legal	01MED - Pam Morehouse	20	No Textbook Required							
MC	26FA	HRMG-0043	Human Resources Processes	01OLA/01OMA/01OMG - Diane Merrett	01OLA - 5 01OMA - 5 01OMG - 10	No Textbook Required							
MC	26FA	HRMG-0116	Personal & Career Development	01OLA/01OMA/01OMG - Pam Morehouse	01OLA - 5 01OMA - 5 01OMG - 10	Insight - The Surprising Truth About How Others See Us, How We See Ourselves, And Why The Answers Matter More Than We Think	Eurich	Crown Currency	Paperback	9780525573944	No	Yes	$25.00
MC	26FA	LAWG-0072	Legal Issues	01OLA/01OMA/01OMG - Karissa Denbow	01OLA - 5 01OMA - 5 01OMG - 10	No textbook required							
MC	26FA	LAWG-0083	Family Law	01OLA - Karissa Denbow	5	No textbook required							
MC	26FA	LAWG-0090	Criminal Law	01LEG/01OLA - Karissa Denbow	25	No textbook required							
MC	26FA	LAWG-0110	Legal Issues	01LEG/01OPR - Karissa Denbow	25	No textbook required							
MC	26FA	OFAD-0031	Office Procedures 1	01LEG/01MED/01OPR - Colleen Bootsman	01LEG - 20 01MED - 20 01OPR - 20	No Textbook Required							