

Valley College Textbook List January 2022

**Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.
Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900**

**Medical Clinical Assistant Diploma Program offered at: Valley College-Beckley, Valley College-Martinsburg, and Valley College-Cleveland
Some textbooks are used in Multiple Courses. Some are reference materials. Others text may assist students prepare for NHA Certification**

Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
COM211	Career Development	Your Career How To Make It Happen	2021	Hardwood	Cengage	10th	978-0357361351
CPS121	Computer Applications - Medical	Illustrated Microsoft® Office 365 & Office 2016 for Medical Professionals, Loose-leaf Version	2016	Lisa Friedrichsen	Cengage	1st	978-1305876026
MED243	Medical Records Management	MindTap MOSS 3.0, 2 Terms, 12 Months	2019	Lau, et. all	Cengage	1st	978-1-337-62637-8
MED102, MED116, MED118, MED222, MED201, MED206, MED211	MCA Tier 1, 2, and 3 Core Coures	Medical Assisting Administrative and Clinical Competencies (Special Bundle - Textbook with Workbook)	2017	Blesi	Cengage	9th	978-0357774069
MED102, MED116, MED118, MED222, MED201, MED206, MED211	MCA Tier 1, 2, and 3 Core Coures	Medical Assisting Administrative and Clinical Competencies - Textbook	2017	Blesi	Cengage	9th	978-0357502815
MED102, MED116, MED118, MED222, MED201, MED206, MED211	MCA Tier 1, 2, and 3 Core Coures	Medical Assisting Administrative and Clinical Competencies - Workbook	2017	Blesi	Cengage	9th	978-0357502817
MED122	Medical Terminology	Medical Language: Focus on Terminology	2019	Moisio	Cengage	3rd	978-1305119123
MED122, MED243, and MED206	Multiple Courses, T1, T2, and T3	Personability - Onlne Module	2020	NHA	NHA	1st	N/A
MED251	MCA - Externship	NHA CCMA Study Manual, 2.0	2018	NHA	NHA	2nd	---
Multiple	Pacific Institute (Beckley Specific)	Thought Patterns for High Performance	2017	Pacific Institute	Pacific Institute	3rd	7900-500-0116
No Course Number/English Supplement	MCA Tier 1, 2, and 3 Core Coures for those with English Based Needs	IAC MT Accelerate	2019	Cengage	Cengage	1st	978-0357029039

Valley College Textbook List October 2022

**Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.
Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900**

**Nursing Associate Degree Program offered at: Valley College-Beckley and Valley College-Martinsburg
Some textbooks are used in Multiple Courses. Textbooks may help the student prepare for the NCLEX-RN Exam**

Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
BIO100-AN	Biology	Understanding Biology	2021	Mason	McGraw Hill	3rd	978-1260470901
BIO101	Microbiology	Microbiology for the Healthcare Professional	2022	VanMeter	Elsevier	3rd	978-0323834803
COM110	Foundations of Communication	Communications in our Lives	2017	Wood	Cengage	8th	978-1305949546
ENG115	English Composition	The Writer's Workplace with Readings: Building College Writing Skills	2011	Scarry	Cengage	7th	978-1133008057
ISD205-AN	Ethics	Sherpath for Culture and Ethics	2022	Elsevier	Elsevier	1st	978-0323797627
MAT125	College Math	Basic Mathematics for College Students with Early Integers	2019	Tussy	Cengage	6th	978-1337670258
NUR102	Introduction to Nursing/Medical Terminology	The Language of Medicine	2020	Chabner	Elsevier	12th	978-0323597814
NUR102, NUR150, & NUR151	This textbook is used in multiple courses	Fundamentals of Nursing	2020	Potter	Elsevier	10th	978-0323677738
NUR106 & NUR107	IV Therapy/Pharmacology 1 IV Therapy/Pharmacology 2	Pharmacology	2023	McCuistion	Elsevier	11th	978-0323793162
NUR121 & NUR122	Anatomy & Physiology 1 Anatomy & Physiology 2	Anatomy & Physiology	2021	Patton	Elsevier	11th	978-0323793575
NUR123	Pathophysiology	Understanding Pathophysiology	2020	Huether	Elsevier	7th	978-0323672818
NUR150 & NUR151	Fundamentals of Nursing - Adult Health & Patient Care 1 Fundamentals of Nursing - Adult Health & Patient Care 2	Ackley and Ladwig's Nursing Diagnosis Handbook	2023	Makic	Elsevier	13th	978-0323811156
NUR153	Leadership, Clinical Judgement, and Decision Making in Nursing	Leading and Managing in Nursing	2023	Yoder-Wise	Elsevier	8th	978-0323792080
NUR159	Human Nutrition	Nutritional Foundations and Clinical Applications	2024	Grodner	Elsevier	8th	978-0323811927
NUR250	Nursing - Maternity and Child Nursing	Maternal Child Nursing Care	2023	Perry	Elsevier	7th	978-0323825856

NUR251 & NUR254	Nursing - Medical Surgical 1 Nursing - Medical Surgical 2	Lewis's Medical-Surgical Nursing	2023	Harding	Elsevier	12th	978-0323792332
NUR252	Nursing - Geriatric	Gerontologic Nursing and Healthy Aging	2022	Touhy	Elsevier	6th	978-0323698047
NUR253	Rural, Urban, and Community Nursing	Foundations for Population Health in Community/Public Health Nursing	2022	Stanhope	Elsevier	6th	978-0323776899
NUR255	Mental and Behavioral Health for a Nurse	Varcarolis' Essentials of Psychiatric Mental Health Nursing	2023	Fosbre	Elsevier	5th	978-0323811484
NUR260	Nursing - Capstone and Clinical Experience	HESI Comprehensive Review for the NCLEX-RN Examination	2020	Elsevier	Elsevier	6th	978-0334582452

Valley College Textbook List October 2022

**Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.
Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900**

**Practical Nursing Diploma Program offered at Valley College-Cleveland and Valley College - Fairlawn
Some textbooks are used in multiple courses. Some are reference materials that may help prepare the student for the NCLEX-PN Exam**

Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
ENG116	College Writing	The Writer's Workplace with Readings: Building College Writing Skills	2011	Scarry	Cengage	7th	978-1133008057
ISD205	Ethics	Ethics, Theory and Contemporary Issues	2018	MacKinnon	Cengage	9th	978-1305958678
MAT125	College Math	Basic Mathematics for College Students with Early Integers	2019	Tussy	Cengage	6th	978-1337670258
NUR100	Introduction to Practical Nursing/ Medical Terminology	The Language of Medicine	2020	Chabner	Elsevier	12th	978-0323597814
NUR100, NUR115, NUR130	This textbook is used in multiple courses	Fundamental Concepts and Skills for Nursing - Revised Reprinting	2020	Williams	Elsevier	6th	978-0323683883
NUR105	Pharmacology/IV Therapy	Clayton's Basic Pharmacology for Nurses	2023	Clayton	Elsevier	19th	978-0323812566
NUR105	Pharmacology/IV Therapy	Calculate with Confidence	2022	Morris	Elsevier	8th	978-0323696975
NUR105	Pharmacology/IV Therapy	Mosby's Drug Guide for Nursing Students	2023	Skidmore	Elsevier	15th	978-0443106750
NUR105	Pharmacology/IV Therapy	Elsevier's 2023 Intravenous Medications	2023	Rainforth	Elsevier	39th	978-0323933377
NUR110	Maternity and Child Nursing	Introduction to Maternity and Pediatric Nursing	2023	Leifer	Elsevier	9th	978-0323830911
NUR115	Nursing Fundamentals - Adult Health & Patient Care	Williams' Basic Nutrition & Diet Therapy	2021	Nix	Elsevier	16th	978-0323674577
NUR119	Nursing Anatomy & Physiology	The Human Body in Health and Illness	2022	Herlihy	Elsevier	7th	978-0323811248
NUR120	Geriatric Nursing	Basic Geriatric Nursing	2023	Williams	Elsevier	8th	978-0323828895
NUR125	Nursing Leadership, Clinical Judgement & Decision Making	Success in Practical/Vocational Nursing	2023	Carroll	Elsevier	10th	978-0323811750
NUR130	Medical-Surgical Nursing	Medical-Surgical Nursing	2023	Stromberg	Elsevier	5th	978-0323811866
NUR135	Mental Health/Geriatric Psychiatric Nursing	Varcariolis's Essentials of Psychiatric Mental Health Nursing	2023	Fosbre	Elsevier	5th	978-0323811484
NUR140	Transition to Practical Nursing	Saunders Comprehensive Review for the NCLEX-PN Examination	2022	Silvestri	Elsevier	8th	978-0323733410

Valley College Textbook List January 2022

Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.

Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Veterinary Assistant Diploma and Veterinary Technician Associate Programs Valley College-Cleveland

Many textbooks are used in multiple courses.

Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
BIO100, MED123, VTA105, VTA110, VTA111, VTA115, VTA200, VTA205, VTA210, VTA215, VTA220, VTA225, VTA235	Multiple Courses	McCurnin's Clinical Textbook for Veterinary Technicians	2022	Bassert & Thomas	Elsevier	10th Edition	978-0323722001
COM110	Foundations of Communication	Communications in our Lives	2018	Wood	Cengage	8th Edition	978-1305-949546
ENG116	College Writing	The Writer's Workplace with Readings: Building College Writing Skills	2018	Scarry & Scarry	Cengage	9th Edition	978-1305960954
ISD210	Advanced Ethical Standards & Dilemmas	Ethics: Theory and Contemporary Issues	2018	MacKinnon & Fiala	Cengage	9th Edition	978-1305958678
MAT125	College Math	Basic Mathematics for College Students with Early Integers	2019	Tussy & Koenig	Cengage	6th Edition	978-1337618403
BIO100, VTA110, VTA111	Biology Veterinary Anatomy & Physiology I Veterinary Anatomy & Physiology II	Clinical Anatomy and Physiology for Veterinary Technicians	2016	Colville & Bassert	Elsevier	3rd Edition	978-032327933
BIO100, VTA110, VTA111	Biology Veterinary Anatomy & Physiology I Veterinary Anatomy & Physiology II	Laboratory Manual for Clinical Anatomy and Physiology for Veterinary Technicians	2016	Colville & Bassert	Elsevier	3rd Edition	978-0323294751
MED123	Veterinary Terminology	Medical Terminology 350	2012	Vaugh	Med Term	12th Edition	0-914901-12-5
PSY102	General Psychology	PSYCH6	2020	Rathus	Cengage	6th Edition	978-0357041215
VTA105	Veterinary Medical Office Procedures	Front Office Management for Veterinary Team	2020	Prendergast	Elsevier	3rd Edition	978-0323570404
VTA105	Veterinary Medical Office Procedures	Workbook for McCurnin's Clinical Textbook for Veterinary Technicians	2022	Bassert & Thomas	Elsevier	10th Edition	978-0323765107
VTA115	Avian, Exotic & Small Mammal Procedures	Laboratory Animal Medicine: Principles and Procedures	2016	Sirois M	Elsevier	2nd Edition	978-023172998

Valley College Textbook List January 2022

Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.

Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Veterinary Assistant Diploma and Veterinary Technician Associate Programs Valley College-Cleveland

Many textbooks are used in multiple courses.

Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
VTA200	Small Animal Applications	Animal Restraint For Veterinary Technicians	2016	sheldon	Elsevier	2nd Edition	978-0323354943
VTA200	Small Animal Applications	Common Diseases of Companion Animals	2014	Summers	Elsevier	4th Edition	978-0323596572
VTA200	Small Animal Applications	Small Animal Care and Management	2016	Warren	Cengage	4th Edition	978-1285425528
VTA205 VTA215	Large Animal Applications Large Animal Theory	Large Animal Clinical Procedures for Veterinary Technicians	2020	Holtgrew-Bohling	Elsevier	4th Edition	978-0323569040
VTA210, VTA225, VTA226	Veterinary Clinical Pathology Animal Laboratory & Techniques I Animal Laboratory & Techniques II	Laboratory Procedures for Veterinary Technicians	2020	Sirois M	Elsevier	7th Edition	978-0323595384
VTA210 VTA226	Veterinary Clinical Pathology Animal Laboratory & Techniques II	Diagnostic Parasitology for Veterinary Technicians	2017	Hendrix	Elsevier	5th Edition	978-0323389822
VTA220	Principles of Veterinary Pharmacology	Applied Pharmacology for Veterinary Technicians	2021	Martini-Johnson	Elsevier	6th Edition	978-0323680684
VTA220	Principles of Veterinary Pharmacology	Essential Calculations for Veterinary Nurses and Technicians	2017	Lake, Terry, Green, and Nicola	Elsevier	3rd Edition	978-0702068072
VTA226	Animal Laboratory & Techniques II	Practical Veterinary Urinalysis	2018	Sink C & Weinstein N	Wiley-Blackwell	1st Edition	978-0470958247
VTA226	Animal Laboratory & Techniques II	Veterinary Hematology and Clinical Chemistry	2012	Thrall MA, Baker D C, Campbell	Wiley-Blackwell	2nd Edition	978-1118378403
VTA230	Animal Anesthesia	Anesthesia and Analgesia for Veterinary Technicians	2016	Thomas, DVM and Lerche, BVSc, PhD, Dipl ACVA	Mosby	5th Edition	978-0323249713
VTA230	Animal Anesthesia	Stage III Veterinary Technology Training Edition	2021	Whole Logic, Inc.	Whole-Logic, Inc.	1st Edition	No ISBN

Valley College Textbook List January 2022

Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.

Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Veterinary Assistant Diploma and Veterinary Technician Associate Programs Valley College-Cleveland

Many textbooks are used in multiple courses.

Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
VTA230, VTA240, VTA245	Animal Anesthesia Surgical Procedures & Asepsis Surgical & Dental Procedure	Veterinary Technicians Manual For Small Animal Emergency and Critical Care	2018	Norkus	Wiley-Blackwell	3rd Edition	978-0813810577
VTA235	Principles of Veterinary Radiology Applications	Brown: Lavin's Radiography for Veterinary Technicians	2022	Brown, RVT, Ad, Ed/Lavin, RTR	Elsevier	7th Edition	978-0323494611
VTA240, VTA245	Surgical Procedures & Asepsis Surgical & Dental Procedure	Essential Clinical Procedures for Veterinary Technicians	2018	Loy, CVT	Bluedoor	1st Edition	978-1681357485
VTA240, VTA245	Surgical Procedures & Asepsis Surgical & Dental Procedure	Small Animal Surgical Nursing: Skills & Concepts	2021	Tear, Marianne	Elsevier	4th Edition	978-0323759137
VTA245	Surgical & Dental Procedure	Veterinary Dentistry: A Team Approach	2018	Holmstrom, DVM	Saunders	3rd Edition	978-0323485272
VTA250	Veterinary Technician Externship	Comprehensive Review For Veterinary Technicians	2020	Tighe/Brown	Mosby	5th Edition	978-0323596152
VTA250	Veterinary Technician Externship	Review Questions and Answers for Veterinary Technicians	2021	Colville	Mosby	6th Edition	978-0323759878
VTA250	Veterinary Technician Externship	Vet Tech Prep, The Most Trusted Way to Prepare for the VTNE	2021	Vet Tech Prep	Vet Tech Prep	1st Edition	N/A

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Medical Administrative Assistant - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
All Programs	Selected MAA Certification Integration Courses	CMAA Student Study Guide - NHA	2020	NHA	NHA	1st	N/A
COM112	Business English	Essentials of Business Communication	2019	Guffey and Lowey	Cengage	11th	978-1337386494
COM215	Career Development	Your Career How To Make It Happen	2021	Hardwood	Cengage	10th	978-0357361351
CPS121	Computer Applications - Medical	Illustrated Microsoft® Office 365 & Office 2016 for Medical Professionals, Hardbook Version	2017	Lisa Friedrichsen	Cengage	1st	978-1305876026
CPS143	Spreadsheet Applications	Microsoft® Office 365 & Excel 2016 Comprehensive	2016	Freund and Starks	Cengage	1st	978-1305870727
MAT125	College Math	Basic Mathematics for College Students with Early Integers	2019	Tussy & Koenig	Cengage	6th Ed.	978-1337618403
MED101 MED111 MED132	Medical Assisting - Front Office Basic Anatomy Basic Medical Office Procedures	Medical Assisting Administrative and Clinical Competencies	2017	Blesi	Cengage	8th	978-1337909815
MED122	Medical Terminology	Medical Language: Focus on Terminology	2016	Moisio	Cengage	3rd	978-1285854212
MED237	Fundamentals of Electronic Health Records	MOSS 3.0 IAC	2018	Lau et al	Cengage	1st	978-1337626378
MED240	Introduction to Medical Insurance, Administration, & Coding	Understanding Health Insurance	2020	Green	Cengage	15th	978-0357478172
MED240	Introduction to Medical Insurance, Administration, & Coding	3-2-1 Code It	2020	Green	Cengage	9th	978-0357516133
MED255	Patient Service and Administration	Therapeutic Communication for Health Care Professionals	2016	Lindh	Cengage	4th	978-1305574618

Valley College Textbook List January 2022 Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus. Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900							
Medical Front Office. Billing and Coding - Online offered through Valley College - Martinsburg Some textbooks are used in multiple courses.							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
All Programs	Selected MAA Certification Integration Courses	CMAA Student Study Guide - NHA	2020	NHA	NHA	1st	N/A
COM112	Business English	Essentials of Business Communication	2019	Guffey and Lowey	Cengage	11th	978-1337386494
COM215	Career Development	Your Career How To Make It Happen	2021	Hardwood	Cengage	10th	978-0357361351
CPS121	Computer Applications - Medical	Illustrated Microsoft® Office 365 & Office 2016 for Medical Professionals, Hardbook Version	2017	Lisa Friedrichsen	Cengage	1st	978-1305876026
MAT125	College Math	Basic Mathematics for College Students with Early Integers	2019	Tussy & Koenig	Cengage	6th Ed.	978-1337618403
MED101 MED111 MED132	Medical Assisting - Front Office Basic Anatomy Basic Medical Office Procedures	Medical Assisting Administrative and Clinical Competencies	2017	Blesi	Cengage	8th	978-1337909815
MED122	Medical Terminology	Medical Language: Focus on Terminology	2016	Moisio	Cengage	3rd	978-1285854212
MED238	Medical Insurance Administration and Billing	Understanding Health Insurance	2020	Green	Cengage	15th	978-0357478172
MED243	Medical Records Management	MOSS 3.0 IAC	2018	Lau et al	Cengage	1st	978-1337626378
MED244 MED247	Basic Coding - Diagnostic Basic Coding - Procedural	3-2-1 Code It	2022	Green	Cengage	9th	978-0357516010
MED244	Basic Coding - Diagnostic	ICD-10-CM Expert for Physicians with guidelines 2021	2022	Optum 360	American Medical Association	1st	978-1640160811
MED244	Basic Coding - Diagnostic	HCPCS 2021 Spiral Bound	2022	Optum 360	American Medical Association	1st	978-1640160903
MED247	Basic Coding - Procedural	CPT Professional Edition 2021, Spiral Bound	2022	Optum 360	American Medical Association	1st	978-1640160491

Valley College Textbook List January 2022 Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus. Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900							
Information Technology (IT) and Network Administration - Online - Valley College - Martinsburg Some textbooks are used in multiple courses. Some material is for reference or extra practice to prepare for certifications							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
Lab	All Courses	Practice Labs - Full Library Suite	2018	Practice Labs	Practice Labs	1st	N/A
Cert-Master	Associate Degree Level Courses	Comp-TIA Cert-Master Network + Instructor Led Training Module	2020	Comp-TIA	Comp-TIA	1st	N/A
Cert-Master	Associate Degree Level Courses	Comp-TIA Network + Activity Labs	2020	Comp-TIA	Comp-TIA	1st	N/A
Final Course	Associate Degree Level Courses	Comp-TIA Network + Voucher	2020	Comp-TIA	Comp-TIA	1st	N/A
CSY105 CSY110	Introduction to Networking Networking Hardware	Networking Essentials, Fifth Edition: A CompTIA Network + N10-007	2020	Nilkaew & Beasley	Pearson	5th	978-0789758743
CSY115	Routing & Security Protocols	Guide to TCP/IP	2013	Carrell, Chappell, Tittel, Pyles	Cengage	4th	978-1285501734
CSY120	Network Application Support	Principles of Information Systems	2021	Stair and Reynolds	Cengage	14th	978-0357112496
CSY125	Operating Systems	Guide to Operating Systems	2017	Tomsho	Cengage	5th	978-1337282161
CSY130	Network Security	CompTIA Security+ SY0-501 Certification Guide, Academic Edition	2020	Comp-TIA	Pearson	1st	978-0789759122
CSY140	Network & Security Fundamentals	CCNA200-301 Official Cert Guide, Volume 1	2020	Comp-TIA	Pearson	1st	978-0135792735
CSY200	Introduction to Programming	Fundamentals of Python, First Programs	2017	Lambert	Cengage	1st	978-1337560122
CSY205	Ethical Hacking and System Security	Certified Ethical Hacker Cert Guide (eBook & uCertify Course and Lab)	2017	Comp-TIA	Pearson	2nd	978-0789756923
CSY330	IT Help Desk	Mind-Tap A+ Guid to IT Tech Support	2020	Andrews	Cengage	10th	978-0357108291

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Information Technology (IT) and Security Administration - Online - Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses. Some material is for reference or extra practice to prepare for certifications</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
Lab	All Courses	Practice Labs - Full Library Suite	2018	Practice Labs	Practice Labs	1st	N/A
Cert-Master	Bachelor Degree Level courses	Comp-TIA Cert-Master Security + Instructor Led Training Module	2020	Comp-TIA	Comp-TIA	1st	N/A
Cert-Master	Bachelor Degree Level courses	Comp-TIA Security + Activity Labs	2020	Comp-TIA	Comp-TIA	1st	N/A
Final Course	Bachelor Degree Level courses	Comp-TIA Security + Voucher	2020	Comp-TIA	Comp-TIA	1st	N/A
CSY145	Advanced Network & Security Fundamentals	CCNA200-301 Official Cert Guide, Volume 2	2020	Comp-TIA	Pearson	1st	9780135262702
CSY215	Information Security	Principles of Information Security	2018	Whitman and Mattord	Cengage	6th	9781337516938
CSY220	Secure Wireless Networks	Guide to Wireless Communications	2017	Olenewa	Cengage	4th	978-1337463645
CSY320	Digital Forensics	Mind-Tap for EC Council Computer Forensics Series	2017	EC-Council Press	Cengage	2nd	978-1305883826
CSY340	Security Countermeasures	Guide to Network Defense and Countermeasures	2014	Weaver, Weaver, and Farwood	Cengage	3rd	978-0357703366
CSY350	Database Management	Database Systems: Design, Implementation, & Management	2019	Corronel and Morris	Cengage	13th	978-1337627931
CSY360	Introduction to Cyber Crime and Homeland Security	Cyberspace, Cybersecurity, and Cybercrime	2017	Kremling and Sharp-Parker	Sage	1st	978-1506347257
CSY400	Systems Analysis and Design	Systems Analysis and Design	2020	Tilley and Rosenblatt	Cengage	12th	978-0357117811
CSY420	Cyber Law	CyberSecurity Law	2017	Kosseff	Wiley	6th	978-1119231509
CSY430	Introduction to Scripting	Introduction to Scripting: National Cyberwatch Center Edition	2017	Miller and Ranum	Jones & Bartlett	1st	978-1284108071

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>								
<p align="center">Business Administration - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>								
Course Number	Course Name	Book Title	Book Type	Year	Author	Publisher	Edition	ISBN #
ACC122	Accounting/Bookkeeping	Chapters 1 - 12, College Accounting	Traditional Book	2018	Scott	Cengage	13th	978-1337280570
ACC122	Accounting/Bookkeeping	Chapters 1 - 12, Working Papers and Study	Traditional Book	2017	Scott	Cengage	13th	978-1337280617
ACC315	Managerial Accounting	Managerial Accounting	Traditional Book	2020	Warren, Reeve, and Duchac	Cengage	15th	978-1337912020
ANT400	Cultural Appreciation	Cultural Anthropology: The Human Challenge	Traditional Book	2017	Haviland, Prins, McBride, and Walrath	Cengage	13th	978-1305633797
BUS105	Business Law and Ethics	Introduction to Business Law	Traditional Book	2019	Beatty, Samuelson, Sanchez, Abril	Cengage	6th	978-1337404341
BUS202	Introduction to Economics	Survey of Economics	Traditional Book	2016	Sexton	Cengage	3rd	978-1305657625
BUS275 MGT212	Strategic Business Planning Business Management	Small Business: An Entrepreneurial Business Plan	Traditional Book	2014	Hiduke and Ryan	Cengage	9th	978-1285169958
BUS400	Money and Banking	Money, Banking, Financial Markets and Institutions	Traditional Book	2021	Brandl	Cengage	2nd	978-1337902724
BUS410	Business Strategy and Policy	Strategic Management: Theory: An Integrated Approach	Traditional Book	2020	Hill, Schilling, & Jones	Cengage	13th	978-0357033845
BUS420	Entrepreneurship	Entrepreneurship : Theory, Process, and Practice	Traditional Book	2017	Kuratko	Cengage	10th	978-1305576247
BUS450 COM445	Business Administration Capstone Professional Research and Writing	Introduction to Research, Understanding and Applying Multiple Strategies	Traditional Book	2019	DePoy and Gitlin	Elsevier	6th	978-0323612470
BUS450 COM445	Business Administration Capstone Professional Research and Writing	Publication Manual of the American Psychological Association	Traditional Book	2019	APA	APA	7th	978-1433832161
COM112	Business English	Essentials of Business Communication	Traditional Book	2019	Guffey and Lowey	Cengage	11th	978-1337386494
COM200	Oral Communications	Understanding Human Communication	Traditional Book	2019	Adler, du Pre, and Rodman	Oxford Press	14th	978-0190925697
COM215	Career Development	Your Career How To Make It Happen	Traditional	2021	Hardwood	Cengage	10th	978-0357361351
COM400	Communications	Interconnections: Interpersonal Communication Foundations and Contexts	Traditional Book	2019	Bowman	Cengage	1st	978-1285449333

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>								
<p align="center">Business Administration - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>								
Course Number	Course Name	Book Title	Book Type	Year	Author	Publisher	Edition	ISBN #
CPS135	Computer Operations & Applications	Microsoft® Office 365 & Outlook 2016 Intermediate	Traditional Book	2016	Hoisington	Cengage	1st	978-1305871144
CPS135	Computer Operations & Applications	Windows 10 - Intermediate	Traditional Book	2017	Freund	Cengage	1st	978-1305656758
CPS143	Spreadsheet Applications	Microsoft® Office 365 & Excel 2016 Comprehensive	Traditional Book	2016	Freund and Starks	Cengage	1st	978-1305870727
CPS148	Document Processing	Microsoft Office 365 & Word 2016 Comprehensive	Traditional Book	2016	Vermaat	Cengage	1st	978-1305871014
CPS205	Presentation Software Applications	Microsoft® Office 365 & PowerPoint 2016 Comprehensive	Traditional Book	2016	Sebok	Cengage	1st	978-1305870819
ENG122	Effective Writing	COMP3	Vital Source	2016	VanderMey and Van Rys	Cengage	3rd	978-1305804357
ENG320	Advanced Effective Writing	The College Writer: A Guide to Thinking, Writing, and Research	Traditional Book	2018	Rys, Meyer, VanderMey, and Sebranek	Cengage	6th	978-1305958067
FIN300	Principles of Finance	An Introduction to Financial Institutions, Investments and Management	Traditional Book	2019	Mayo	Cengage	12th	978-1337691017
HIS202	US History	Major Problems in American History Since 1945	Traditional Book	2014	Zaretsky	Cengage	4th	978-1133944140
INC300	Social Innovation and Change	Empowerment Series: Human Behavior in the Macro Social Environment	Traditional Book	2019	Zastrow, Kirst-Ashman, and Hessenauer	Cengage	11th	978-1337556477
INC305	Environmental Science and Sustainability	Environmental Science	Traditional Book	2019	Miller and Spoolman	Cengage	16th	978-1337569613
MAT125	College Math	Basic Mathematics for College Students with Early Integers	Hardcopy	2019	Tussy & Koenig	Cengage	6th Ed.	978-1337618403
MGT103	Principles of Management	BUSN11	Traditional Book	2021	Kelly and Williams	Cengage	11th	978-1337407137
MGT104	Human Resource Management	HR5	Traditional Book	2021	DeNisi and Griffin	Cengage	5th	978-0357048191
MGT300	Production and Service Operations Management	Management: An Integrated Approach	Traditional Book	2017	Gulati, Mayo, and Nohria	Cengage	2nd	978-1305502086
MGT310	Change Management	Organization Development and Change	Traditional Book/ Bundle	2015	Cummings	Cengage	10th	978-1337734707
MGT400	Human Resource Development	Human Resource Management	Traditional Book	2020	Valentine	Cengage	16th	978-0357033852
MGT405	Collaborative Leadership	Organizational Behavior: Managing People and Organizations	Traditional Book	2020	Griffin and Gully	Cengage	12th	978-0357042502
MKT122	Marketing and Sales	MKTG13	Traditional Book	2021	Lamb, Hair & McDaniel	Cengage	13th	978-1337116800

Valley College Textbook List January 2022								
Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus. Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900								
Business Administration - Online offered through Valley College - Martinsburg Some textbooks are used in multiple courses.								
Course Number	Course Name	Book Title	Book Type	Year	Author	Publisher	Edition	ISBN #
MKT202	Customer Service	A Guide to Customer Service Skills for the Service Desk Professional	Traditional Book	2015	Knapp	Cengage	4th	978-1285063584
MKT300	Advertising and Promotional Strategy	Advertising and Integrated Brand Promotion	Traditional Book	2019	O'Guinn, Allen, Close, Schneinbaum,	Cengage	8th	978-1337110211
MKT325	Professional Sales and Sales Management	SELL6	Traditional Book	2021	Ingram, LaForgen, Avila, Schweppker, and	Cengage	6th	978-1337407939
MKT400	Integrated Marketing Communications	Advertising, Promotion, and other aspects of Integrated Marketing Communications	Traditional Book	2018	Andrews and Shrimp	Cengage	10th	978-1337282659
PHI300	Philosophy of the Mind and Knowledge	Discovering Psychology: The Science of Mind	Traditional Book	2019	Cacioppo and Freberg	Cengage	3rd	978-1337561815
PSY210	Critical Thinking	Thinking Critically	Traditional Book	2019	Chaffe	Cengage	12th	978-1337558501
PSY200	Emotional Intelligence	The Real World Guide to Emotional Intelligence	Traditional Book	2018	Bariso	Borough Hall	1st	978-3981984118
PSY102	General Psychology	PSYCH6	Traditional Book	2020	Rathus	Cengage	6th	978-0357041215

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>								
<p align="center">Cybersecurity Associate and Bachelor Degree - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>								
Course Number	Course Name	Book Title	Book Type	Year	Author	Publisher	Edition	ISBN #
ANT400	Cultural Appreciation	Cultural Anthropology	Hardcopy	2017	Haviland, Prins, McBride, and Walrath	Cengage	15th	978-1305633797
Associate Lab	All Courses	Practice Labs - Full Library Suite	Cloud Based Lab	2018	Practice Labs	Practice Labs	1st	N/A
Bachelor Lab	All Courses	Practice Labs - Full Library Suite	Cloud Based Lab	2018	Practice Labs	Practice Labs	1st	N/A
Cert-Master	Associate Degree Level Courses	Comp-TIA Cert-Master Network + Instructor Led Training Module	Online	2020	Comp-TIA	Comp-TIA	1st	N/A
Cert-Master	Associate Degree Level Courses	Comp-TIA Network + Activity Labs	Online	2020	Comp-TIA	Comp-TIA	1st	N/A
Final Course	Associate Degree Level Courses	Comp-TIA Network + Voucher	Online	2020	Comp-TIA	Comp-TIA	1st	N/A
Cert-Master	Bachelor Degree Level courses	Comp-TIA Cert-Master Security + Instructor Led Training Module	Online	2020	Comp-TIA	Comp-TIA	1st	N/A
Cert-Master	Bachelor Degree Level courses	Comp-TIA Security + Activity Labs	Online	2020	Comp-TIA	Comp-TIA	1st	N/A
Final Course	Bachelor Degree Level courses	Comp-TIA Security + Voucher	Online	2020	Comp-TIA	Comp-TIA	1st	N/A
BUS212	Business Ethics	Business Ethics IAC	Mind-Tap	2017	Shaw	Cengage	9th	978-1305646483
COM200	Oral Communications	Understanding Human Communication	Traditional Book	2019	Adler, du Pre, and Rodman	Oxford Press	14th	978-0190925697
COM215	Career Development	Your Career How To Make It Happen	Traditional	2021	Hardwood	Cengage	10th	978-0357361351
COM400	Communications	Interconnections: Interpersonal Communication Foundations and Context	Mind-Tap IAC	2019	Bowman	Cengage	1st	978-1337554084
COM445 CSY450	Professional Research and Writing Cybersecurity Capstone	Introduction to Research, Understanding and Applying Multiple Strategies	Traditional Book	2019	DePoy and Gitlin	Elsevier	6th	978-0323612470
COM445 CSY450	Professional Research and Writing Cybersecurity Capstone	Publication Manual of the American Psychological Association	Traditional Book	2019	American Psychological Association	APA	7th	978-1433832178
CSY100	Computer Applications	Practical PC	eBook	2016	Parsons and Oja	Cengage	7th	978-1337393737
CSY105 CSY110	Introduction to Networking Networking Hardware	Networking Essentials, Fifth Edition: A CompTIA Network + N10-007	Hardcopy Book	2020	Nilkaew & Beasley	Pearson	5th	978-0789758743
CSY115	Routing & Security Protocols	Guide to TCP/IP	eBook	2013	Carrell, Chappell, Tittel, Pyles	Cengage	4th	978-1285501734
CSY120	Network Application Support	Principles of Information Systems	MindTap	2021	Stair and Reynolds	Cengage	14th	978-0357112496

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>								
<p align="center">Cybersecurity Associate and Bachelor Degree - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>								
Course Number	Course Name	Book Title	Book Type	Year	Author	Publisher	Edition	ISBN #
CSY125	Operating Systems	Guide to Operating Systems	MindTap	2017	Tomsho	Cengage	5th	978-1337282161
CSY130	Network Security	CompTIA Security+ SY0-501 Certification Guide, Academic Edition	Hardcopy Book	2020	Comp-TIA	Pearson	1st	978-0789759122
CSY140	Network & Security Fundamentals	CCNA200-301 Official Cert Guide, Volume 1	Comp-TIA	2020	Comp-TIA	Pearson	1st	978-0135792735
CSY145	Advanced Network & Security Fundamentals	CCNA200-301 Official Cert Guide, Volume 2	Comp-TIA	2020	Comp-TIA	Pearson	1st	9780135262702
CSY200	Introduction to Programming	Fundamentals of Python, First Programs	MindTap	2017	Lambert	Cengage	1st	978-1337560122
CSY210	Cloud Computing with Security	Cloud Computing: Theory and Practice	eBook	2017	Marinescu	Morgan/Kauffman	2nd	978-0128128107
CSY215	Information Security	Principles of Information Security	eBook	2018	Whitman and Mattord	Cengage	6th	9781337516938
CSY220	Secure Wireless Networks	Guide to Wireless Communications	eBook	2017	Olenewa	Cengage	4th	978-1337463645
CSY235	IT Project Management	Information Technology Project Management	eBook	2019	Schwalbe	Cengage	9th	978-0357235126
CSY205	Ethical Hacking and System Security	Certified Ethical Hacker Cert Guide (eBook & uCertify Course and Lab)	CompTIA/U-Certify	2017	Comp-TIA	Pearson	2nd	978-0789756923
CSY320	Digital Forensics	Mind-Tap for EC Council Computer Forensics Series	Mind-Tap	2017	EC-Council Press	Cengage	2nd	978-1305883826
CSY330	IT Help Desk	Mind-Tap A+ Guid to IT Tech Support	Mind-Tap	2020	Andrews	Cengage	10th	978-0357108291
CSY340	Security Countermeasures	Guide to Network Defense and Countermeasures	e-Book	2014	Weaver, Weaver, and Farwood	Cengage	3rd	978-0357703366
CSY350	Database Management	Database Systems: Design, Implementation, & Management	Mind-Tap	2019	Corronel and Morris	Cengage	13th	978-1337627931
CSY360	Introduction to Cyber Crime and Homeland Security	Cyberspace, Cybersecurity, and Cybercrime	Sage Publications	2017	Kremling and Sharp-Parker	Sage	1st	978-1506347257
CSY400	Systems Analysis and Design	Systems Analysis and Design	Mind-Tap	2020	Tilley and Rosenblatt	Cengage	12th	978-0357117811
CSY410	Evaluating Emerging Technologies	The Right Way to Select Technology - Get the Real Story on Finding the Best Fit	Traditional Book	2017	Byrne and Gingras	Rosenfeld	1st	978-1933820545
CSY420	Cyber Law	CyberSecurity Law	e-Book	2017	Kosseff	Wiley	6th	978-1119231509
CSY430	Introduction to Scripting	Introduction to Scripting: National Cyberwatch Center Edition	Vital Source Code	2017	Miller and Ranum	Jones & Bartlett	1st	978-1284108071

Valley College Textbook List January 2022								
Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus. Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900								
Cybersecurity Associate and Bachelor Degree - Online offered through Valley College - Martinsburg Some textbooks are used in multiple courses.								
Course Number	Course Name	Book Title	Book Type	Year	Author	Publisher	Edition	ISBN #
CSY440	Biometric Systems	Biometrics in Identify Management: Concepts to Application (Aartech House Information Security and Privacy	e-Book	2011	Modi	Ar-Tech House	1st	978-1608070176
ENG115	English Composition	The Writer's Workplace with Readings: Building College Writing Skills	Mind-Tap	2018	Scarry and Scarry	Cengage	9th	978-1337099615
ENG320	Advanced Effective Writing	The College Writer: A Guide to Thinking, Writing, and Research	Mind-Tap	2018	Rys, Meyer, VanderMey, and Sebranek	Cengage	6th	978-1305959040
INC300	Social Innovation and Change	Empowerment Series: Understanding Human Behavior and the Social Environment	Traditional Book	2019	Zastrow, Kirst-Ashman, and Hessenauer	Cengage	11th	978-1337556477
ISD210	Advanced Ethical Standards and Dilemmas	Ethics, Theory and Contemporary Issues	Hardcopy	2018	MacKinnon & Fiala	Cengage	9th Ed.	978-1305958678
MAT140	College Algebra	College Algebra Essentials	eBook	2015	Deitz	Cengage	8th	978-1305153226
MAT165	Statistics	Essentials of Modern Business Statistics with Microsoft Excel	eBook	2021	Anderson, Sweeney & Williams	Cengage	8th	978-0357131664
PHI300	Philosophy of the Mind and Knowledge	Discovering Psychology: The Science of the Mind	Traditional Book	2019	Cacioppo and Freberg	Cengage	3rd	978-1-337-56181-5
PSY102	General Psychology	PSYCH6	e-Book	2020	Rathus	Cengage	6th	978-0357391600
SOC300	Sociology	Sociology	Traditional Book	2016	Benokratiss	Cengage	5th	978-1-305-66062-5
Step-up Lab	All Courses	Practice Labs - Full Library Suite	Cloud Based Lab	2018	Practice Labs	Practice Labs	1st	N/A

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Health Services Administration Associate and Bachelor Degree MAA Track - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
ANT400	Cultural Appreciation	Cultural Anthropology: The Human Challenge	2017	Haviland, Prins, McBride, and Walrath	Cengage	15th	978-1305633797
All Programs	Selected MAA Certification Integration Courses	CMAA Student Study Guide - NHA	2020	NHA	NHA	1st	N/A
Associate Degree ONLY	Person-Ability Module	Online Person-Ability Certificate Module - NHA	2020	NHA	NHA	1st	N/A
Bachelor Degree	Health Coaching	Online Health Coaching Certificate Module - NHA	2020	NHA	NHA	1st	N/A
COM112	Business English	Essentials of Business Communication	2019	Guffey and Lowey	Cengage	11th	978-1337386494
COM200	Oral Communications	Understanding Human Communication	2019	Adler, du Pre, and Rodman	Oxford Press	14th	978-0190925697
COM215	Career Development	Your Career How To Make It Happen	2021	Hardwood	Cengage	10th	978-0357361351
COM400	Communications	Interconnections: Interpersonal Communication Foundations and Contexts	2019	Bowman	Cengage	1st	978-1285449333
COM445 HSA450	Professional Research and Writing Health Services Administration Capstone	Bailey's Research for the Health Professional	2014	Hissong, Lape, and Bailey	FA Davis	3rd	978-0803639164
COM445 HSA450	Professional Research and Writing Health Services Administration Capstone	Publication Manual of the American Psychological Association	2019	APA	APA	7th	978-1433832161
CPS121	Computer Applications - Medical	Illustrated Microsoft® Office 365 & Office 2016 for Medical Professionals, Hardbook Version	2017	Lisa Friedrichsen	Cengage	1st	978-1305876026
CPS143	Spreadsheet Applications	Microsoft® Office 365 & Excel 2016 Comprehensive	2016	Freund and Starks	Cengage	1st	978-1305870727
ENG122	Effective Writing	COMP3	2016	VanderMey and Van Rys	Cengage	3rd	978-1305112803
ENG320	Advanced Effective Writing	The College Writer: A Guide to Thinking, Writing, and Research	2018	Rys, Meyer, VanderMey, and Sebranek	Cengage	6th	978-1305958067
HSA205	Health Information Technology and Management	Health Information	2016	Abedelhak and Hanken	Elsevier	5th	978-0323263481
HSA210	Healthcare Delivery in the United States	Sultz & Young's Health Care USA: Understand its Organization and Delivery	2017	Young and Kroth	Jones and Bartlet Learning, LLC	9th	978-1284114676
HSA220	Principles of Healthcare Management	Introduction to Healthcare Management	2021	Buchbinder	Jones and Bartlet Learning, LLC	4th	978-1284156560

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Health Services Administration Associate and Bachelor Degree MAA Track - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
HSA230	Essentials of Healthcare Compliance	Essentials of Healthcare Compliance	2010	Safian	Cengage	1st	978-1418049218
HSA250	Healthcare Customer Relations and Outcomes	21st Century Business: Customer Service	2011	Moriates, Shah, and Arora	Cengage	2nd	978-0538740289
HSA250	Healthcarre Customer Relations and Outcomes	The World of Customer Service	2012	Gibson	Cengage	3rd	978-0840064240
HSA300	Healthcare Regulations and Affairs	Health Politics and Policy	2015	Morone and Ehlke	Cengage	5th	978-1111644154
HSA305	Healthcare Operations, Planning & Administration	Healthcare Operations Management	2017	McLaughlih	Health Administration Press	3rd	978-1567938517
HSA310	Healthcare Law and Legislation	The Law of Health Care Administration	2020	Showalter	Health Administration Press	9th	978-1640551305
HSA315	Principles of Healthcare Finance	Essentials of Healthcare Finance	2017	Cleverley	Jones and Bartlet Learning, LLC	8th	978-1284094633
HSA325	Healthcare Human Resource Development	Fundamentals of Human Resources in Healthcare	2018	Fried and Fottler, Editors	Health Administration Press	2nd	978-1567939408
HSA400	Health Services Marketing & Strategy	Introduction to Health Promotion & Behavioral Science in Public Health	2016	Madanat, Arrendondo, and Ayalaa	Cengage	1st	978-1133693673
HSA405	Health Services Leadership	Leadership: Research Findings, Practice, and Skills	2018	Dubrin	Cengage	9th	978-1337734738
HSA410	Issues and Theory in Rural and Urban Health	The Sociology of Health, Healing, and Illness	2017	Weiss and Lonnquist	Routledge/Taylor & Francis	9th	9801138647732
HSA415	Health Services Quality Improvement	Lean Hospitals: Improvement Quality, Patient Safety, and Employee Engagement	2016	Graban	Taylor and Francis	3rd	978-1498743259
HSA420	Health Informatics	Handbook of Informatics for Nurses and Healthcare Professionals	2019	Hebda	Pearson	6th	978-0134711010
INC300	Social Innovation and Change	Empowerment Series: Human Behavior in the Macro Social Environment	2019	Zastrow, Kirst-Ashman, and Hessenauer	Cengage	11th	978-1337556477
INC305	Environmental Science and Sustainability	Environmental Science	2019	Miller and Spoolman	Cengage	16th	978-1337569613
ISD205	Ethics	Ethics: Theory and Contemporary Issues	2018	MacKinnon/Fiala	Cengage	9th	978-1305958678

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Health Services Administration Associate and Bachelor Degree MAA Track - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
MAT125	College Math	Basic Mathematics for College Students with Early Integers	2019	Tussy & Koenig	Cengage	6th Ed.	978-1337618403
MAT140	College Algebra	College Algebra	2015	Aufmann & Nation	Cengage	8th	978-1285434773
MED101 MED111 MED132	Medical Assisting - Front Office Basic Anatomy Basic Medical Office Procedures	Medical Assisting Administrative and Clinical Competencies	2017	Blesi	Cengage	8th	978-1337909815
MED122	Medical Terminology	Medical Language: Focus on Terminology	2016	Moisio	Cengage	3rd	978-1285854212
MED237	Fundamentals of Electronic Health Records	MOSS 3.0 IAC	2018	Lau et al	Cengage	1st	978-1337626378
MED240	Introduction to Medical Insurance, Administration, & Coding	Understanding Health Insurance	2020	Green	Cengage	15th	978-0357478172
MED240	Introduction to Medical Insurance, Administration, & Coding	3-2-1 Code It	2020	Green	Cengage	9th	978-0357516133
MED255	Patient Service and Administration	Therapeutic Communication for Health Care Professionals	2016	Lindh	Cengage	4th	978-1305574618
MGT310	Change Management	Organization Development and Change	2015	Cummings	Cengage	10th	978-1337734707
PHI300	Philosophy of the Mind and Knowledge	Discovering Psychology: The Science of Mind	2019	Cacioppo and Freberg	Cengage	3rd	978-1337561815
PSY200	Emotional Intelligence	The Real World Guide to Emotional Intelligence	2018	Bariso	Borough Hall	1st	978-3981984118
PSY102	General Psychology	PSYCH6	2020	Rathus	Cengage	6th	978-0357041215

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Health Services Administration Associate and Bachelor Degree MFOBC Track - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
ANT400	Cultural Appreciation	Cultural Anthropology: The Human Challenge	2017	Haviland, Prins, McBride, and Walrath	Cengage	15th	978-1305633797
All Programs	Selected MAA Certification Integration Courses	CMAA Student Study Guide - NHA	2020	NHA	NHA	1st	N/A
Associate Degree ONLY	Person-Ability Module	Online Person-Ability Certificate Module - NHA	2020	NHA	NHA	1st	N/A
Bachelor Degree	Health Coaching	Online Health Coaching Certificate Module - NHA	2020	NHA	NHA	1st	N/A
COM112	Business English	Essentials of Business Communication	2019	Guffey and Lowey	Cengage	11th	978-1337386494
COM200	Oral Communications	Understanding Human Communication	2019	Adler, du Pre, and Rodman	Oxford Press	14th	978-0190925697
COM215	Career Development	Your Career How To Make It Happen	2021	Hardwood	Cengage	10th	978-0357361351
COM400	Communications	Interconnections: Interpersonal Communication Foundations and Contexts	2019	Bowman	Cengage	1st	978-1285449333
COM445 HSA450	Professional Research and Writing Health Services Administration Capstone	Bailey's Research for the Health Professional	2014	Hissong, Lape, and Bailey	FA Davis	3rd	978-0803639164
COM445 HSA450	Professional Research and Writing Health Services Administration Capstone	Publication Manual of the American Psychological Association	2019	APA	APA	7th	978-1433832161
CPS121	Computer Applications - Medical	Illustrated Microsoft® Office 365 & Office 2016 for Medical Professionals, Hardbook Version	2017	Lisa Friedrichsen	Cengage	1st	978-1305876026
ENG122	Effective Writing	COMP3	2016	VanderMey and Van Rys	Cengage	3rd	978-1305112803
ENG320	Advanced Effective Writing	The College Writer: A Guide to Thinking, Writing, and Research	2018	Rys, Meyer, VanderMey, and Sebranek	Cengage	6th	978-1305958067
HSA205	Health Information Technology and Management	Health Information	2016	Abedelhak and Hanken	Elsevier	5th	978-0323263481
HSA210	Healthcare Delivery in the United States	Sultz & Young's Health Care USA: Understand its Organization and Delivery	2017	Young and Kroth	Jones and Bartlet Learning, LLC	9th	978-1284114676
HSA220	Principles of Healthcare Management	Introduction to Healthcare Management	2021	Buchbinder	Jones and Bartlet Learning, LLC	4th	978-1284156560

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Health Services Administration Associate and Bachelor Degree MFOBC Track - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
HSA230	Essentials of Healthcare Compliance	Essentials of Healthcare Compliance	2010	Safian	Cengage	1st	978-1418049218
HSA250	Healthcare Customer Relations and Outcomes	21st Century Business: Customer Service	2011	Moriates, Shah, and Arora	Cengage	2nd	978-0538740289
HSA250	Healthcarre Customer Relations and Outcomes	The World of Customer Service	2012	Gibson	Cengage	3rd	978-0840064240
HSA300	Healthcare Regulations and Affairs	Health Politics and Policy	2015	Morone and Ehlke	Cengage	5th	978-1111644154
HSA305	Healthcare Operations, Planning & Administration	Healthcare Operations Management	2017	McLaughlih	Health Administration Press	3rd	978-1567938517
HSA310	Healthcare Law and Legislation	The Law of Health Care Administration	2020	Showalter	Health Administration Press	9th	978-1640551305
HSA315	Principles of Healthcare Finance	Essentials of Healthcare Finance	2017	Cleverley	Jones and Bartlet Learning, LLC	8th	978-1284094633
HSA325	Healthcare Human Resource Development	Fundamentals of Human Resources in Healthcare	2018	Fried and Fottler, Editors	Health Administration Press	2nd	978-1567939408
HSA400	Health Services Marketing & Strategy	Introduction to Health Promotion & Behavioral Science in Public Health	2016	Madanat, Arrendondo, and Ayalaa	Cengage	1st	978-1133693673
HSA405	Health Services Leadership	Leadership: Research Findings, Practice, and Skills	2018	Dubrin	Cengage	9th	978-1337734738
HSA410	Issues and Theory in Rural and Urban Health	The Sociology of Health, Healing, and Illness	2017	Weiss and Lonnquist	Routledge/Taylor & Francis	9th	9801138647732
HSA415	Health Services Quality Improvement	Lean Hospitals: Improvement Quality, Patient Safety, and Employee Engagement	2016	Graban	Taylor and Francis	3rd	978-1498743259
HSA420	Health Informatics	Handbook of Informatics for Nurses and Healthcare Professionals	2019	Hebda	Pearson	6th	978-0134711010
INC300	Social Innovation and Change	Empowerment Series: Human Behavior in the Macro Social Environment	2019	Zastrow, Kirst-Ashman, and Hessenauer	Cengage	11th	978-1337556477
INC305	Environmental Science and Sustainability	Environmental Science	2019	Miller and Spoolman	Cengage	16th	978-1337569613
ISD205	Ethics	Ethics: Theory and Contemporary Issues	2018	MacKinnon/Fiala	Cengage	9th	978-1305958678

<p align="center">Valley College Textbook List January 2022</p> <p align="center">Cost of Textbooks-To Be Determined - Prices are subject to change. For the most recent current retail pricing information, call the campus.</p> <p align="center">Valley College-Beckley @ 304-252-9547 /Valley College-Martinsburg @ 304-263-0979 /Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900</p>							
<p align="center">Health Services Administration Associate and Bachelor Degree MFOBC Track - Online offered through Valley College - Martinsburg</p> <p align="center">Some textbooks are used in multiple courses.</p>							
Course Number	Course Name	Book Title	Year	Author	Publisher	Edition	ISBN #
MAT125	College Math	Basic Mathematics for College Students with Early Integers	2019	Tussy & Koenig	Cengage	6th Ed.	978-1337618403
MAT140	College Algebra	College Algebra	2015	Aufmann & Nation	Cengage	8th	978-1285434773
MED101 MED111 MED132	Medical Assisting - Front Office Basic Anatomy Basic Medical Office Procedures	Medical Assisting Administrative and Clinical Competencies	2017	Blesi	Cengage	8th	978-1337909815
MED122	Medical Terminology	Medical Language: Focus on Terminology	2016	Moisio	Cengage	3rd	978-1285854212
MED238	Medical Insurance Administration and Billing	Understanding Health Insurance	2020	Green	Cengage	15th	978-0357478172
MED243	Medical Records Management	MOSS 3.0 IAC	2018	Lau et al	Cengage	1st	978-1337626378
MED244 MED247	Basic Coding - Diagnostic Basic Coding - Procedural	3-2-1 Code It	2022	Green	Cengage	9th	978-0357516010
MED244	Basic Coding - Diagnostic	ICD-10-CM Expert for Physicians with guidelines 2021	2022	Optum 360	American Medical Association	1st	978-1640160811
MED244	Basic Coding - Diagnostic	HCPCS 2021 Spiral Bound	2022	Optum 360	American Medical Association	1st	978-1640160903
MED247	Basic Coding - Procedural	CPT Professional Edition 2021, Spiral Bound	2022	Optum 360	American Medical Association	1st	978-1640160491
MGT310	Change Management	Organization Development and Change	2015	Cummings	Cengage	10th	978-1337734707
PHI300	Philosophy of the Mind and Knowledge	Discovering Psychology: The Science of Mind	2019	Cacioppo and Freberg	Cengage	3rd	978-1337561815
PSY200	Emotional Intelligence	The Real World Guide to Emotional Intelligence	2018	Bariso	Borough Hall	1st	978-3981984118
PSY102	General Psychology	PSYCH6	2020	Rathus	Cengage	6th	978-0357041215