

Business Administration Associate degree Online program. Administrated by Valley College - Martinsburg

Revised 7/2024

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.
Valley College-Martinsburg @ 304-263-0979 / Valley College-Beckley @ 304-252-9547 / Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks. Some resources may be customized for Valley College students.

Program Tracking Business Administration Associate Degree - BA AAB Business Administration Baccalaureate

Program	Course(s) Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
BA AAB & BA BS	ACC122	Accounting/Bookkeeping	Chapters 1 - 12, College Accounting	Scott	Cengage	13th	2018	9781337280570
BA AAB & BA BS	ACC122	Accounting/Bookkeeping	Chapters 1 - 12, Working Papers and Study	Scott	Cengage	13th	2017	9781337280617
BA AAB & BA BS	BUS105	Business Law and Ethics	Introduction to Business Law	Beatty	Cengage	7th	2023	9780357717240
BA AAB & BA BS	BUS275	Strategic Business Planning	Small Business Mgmt.: Launching & Growing Entrepreneurial Ventures	Longnecker	Cengage	20th	2020	9780357718919
BA AAB & BA BS	COM112	Business English	Essentials of Business Communication	Guffey	Cengage	12th	2023	9780357715055
BA AAB & BA BS	COM200	Oral Communications	Understanding Human Communications	Adler	Vital Source	14th	2019	9780190925703
BA AAB & BA BS	COM215	Career Development	Your Career How To Make It Happen	Hardwood	Cengage	10th	2021	9780357711460
BA AAB & BA BS	CPS135 CPS143 CPS148	Computer Operations & Applications Spreadsheet Applications Document Processing	ECOMM SIMnet for Word, Excel, Access, and PowerPoint 365/2019 Complete	Custom Nordell	McGraw Hill	1st	2020	1266196374
BA AAB & BA BS	ECON202	Introduction to Economics	Economics Principles & Policy	Baumol	Cengage	14th	2020	9781337696326
BA AAB & BA BS	ENG122	Effective Writing	COMP3	VanderMey	Cengage	3rd	2016	9780357689417
BA AAB & BA BS	INC300	Social Innovation and Change	Empowerment Series: Human Behavior in the Macro Social Environment	Zastrow	Cengage	11th	2019	9780357690222
BA AAB & BA BS	MAT125	College Math	Basic College Math	Aleks 360 for Miller	McGraw Hill	6th	2017	9781264602742
BA AAB & BA BS	MGT103	Principles of Management	BUSN12	Kelly	Cengage	12th	2021	9780357709474
BA AAB & BA BS	MGT104	Human Resource Management	HR5	DeNisi	Cengage	5th	2021	9780357693896
BA AAB & BA BS	MGT212	Business Management	Illustrated Course Guides: Problem Solving and Decision Making - Soft Skills for a Digital Workplace Problem Solving & Decision Making	Butterfield	Cengage	3rd	2016	9780357707432
BA AAB & BA BS	MKT122	Marketing and Sales	MKTG13	Lamb	Cengage	13th	2021	9780357708613
BA AAB & BA BS	PSY102	General Psychology	PSYCH7	Rathus	Cengage	7th	2020	9780357710852
BA AAB & BA BS	PSY 200	Emotional Intelligence	The Real-World Guide to Emotional Intelligence	Bariso	Amazon.com	1st	2018	9783981984118
BA AAB & BA BS	PSY210	Critical Thinking	Thinking Critically	Chaffie	Cengage	12th	2019	9780357690109

Business Administration Associate degree Online program. Administrated by Valley College - Martinsburg

Revised 7/2024

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.
Valley College-Martinsburg @ 304-263-0979 / Valley College-Beckley @ 304-252-9547 / Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks. Some resources may be customized for Valley College students.

Program Tracking Business Administration Associate Degree - BA AAB Business Administration Baccalaureate

Program Tracking Business Administration Associate Degree - BA AAB Business Administration Baccalaureate

Program	Course(s) Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
BA BS	ACC315	Managerial Accounting	Managerial Accounting	Warren	Cengage	16th	2020	9780357715321
BA BS	ANT400	Cultural Appreciation	Cultural Anthropology: The Human Challenge	Haviland	Cengage	15TH	2017	9780357692899
BA BS	BUS400	Money and Banking	Money, Banking, Financial Markets and Institutions	Brandl	Cengage	2nd	2021	9780357700075
BA BS	BUS420	Entrepreneurship	Entrepreneurship : Theory, Process, and Practice	Kuratko	Cengage	10th	2017	9780357689196
BA BS	COM400	Communications	Interconnections: Interpersonal Communication Foundations and Contexts	Bowman	Cengage	1st	2019	9781285449333
BA BS	CAP450 COM445	Capstone Course Professional Research and Writing	Introduction to Research, Understanding and Applying Multiple Strategies	DePoy	Elsevier	7th	2025	9780443109416
BA BS	CAP450 COM445	Capstone Course Professional Research and Writing	Publication Manual of the American Psychological Association	APA	APA	7th	2019	9781433832161
BA BS	ENG320	Advanced Effective Writing	The College Writer: A Guide to Thinking, Writing, and Research	Rys	Cengage	7th	2018	9780357711156
BA BS	FIN300	Principles of Finance	An Introduction to Financial Institutions, Investments and Management	Mayo	Cengage	13th	2019	9780357714874
BA BS	HIS202	US History	US: A Narrative History, Volume 2	Davidson	McGraw Hill	9th	2021	9781307906240
BA BS	INC305	Environmental Science and Sustainability	Environmental Science	Miller	Cengage	16th	2019	9780357691632
BA BS	MGT300	Production and Service Operations Management	Strategic Mgmt.: Concepts & Cases Competitiveness & Globalization	Hitt	Cengage	13th	2020	9780357690338
BA BS	MGT310	Change Management	Organization Development and Change	Cummings	Cengage	11th	2015	9780357698495
BA BS	MGT400	Human Resource Development	Human Resource Management	Valentine	Cengage	16th	2020	9780357690888
BA BS	MGT405	Collaborative Leadership	Organizational Behavior: Managing People and Organizations	Griffin	Cengage	14th	2024	9780357899168
BA BS	MKT300	Advertising and Promotional Strategy	Advertising and Integrated Brand Promotion	O'Guinn	Cengage	9th	2023	9780357721490
BA BS	MKT325	Professional Sales and Sales Management	SELL6	Ingram	Cengage	7th	2021	9780357901465
BA BS	MKT400	Integrated Marketing Communications	Advertising, Promotion, and other aspects of Integrated Marketing Communications	Andrews	Cengage	10th	2018	9780357690062
BA BS	PHI300	Philosophy of the Mind and Knowledge	The Big Questions: A Short Introduction to Philosophy	Solomon	Cengage	10th	2018	9780357696521

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.
Valley College-Martinsburg @ 304-263-0979 / Valley College-Beckley @ 304-252-9547 / Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks. Some resources may be customized for Valley College students. Some resources on this list that do not have a course number are NHA student learning resources that may be used in various classes.

Allied Health Diploma Online programs. Administrated by Valley College – Martinsburg							Revised July 1, 2024	
Program Tracks MAA – Medical Administrative Assistant; MFOBC – Medical Front Office, Billing and Coding; H.S.A. AAB Health Services Administration Associates of Business; H.S.A. BS – Health Services Administration Baccalaureate of Science Degree.								
Program Track	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
MAA, MFOBC, H. S. A. AAB and H. S. A. BS	COM112	Business English	Essentials of Business Communication	Guffey	Cengage	12th	2019	9780357715055
MAA, MFOBC, H. S. A. AAB and H. S. A. BS	COM215	Career Development	Your Career How to Make it Happen	Hardwood	Cengage	10th	2021	9780357711460
MAA, MFOBC, H. S. A. AAB and H. S. A. BS	CPS121	Computer Applications - Medical	ECOMM SIMnet for Word Excel Access and PowerPoint 365/2019 Complete	Nordell SIMbooks	McGraw Hill	1st	2020	1266196374
MAA, H. S. A. AAB-MAA and H. S. A. BS	CPS143	Spreadsheet Applications	ECOMM SIMnet for Word Excel Access and PowerPoint 365/2019 Complete	Nordell SIMbooks	McGraw Hill	1st	2020	1266196374
MAA, MFOBC, H. S. A. AAB and H. S. A. BS	MAT125	College Math	Basic College Math	Aleks 360 for Miller	McGraw Hill	6th	2017	9781264602742
MAA, MFOBC, H. S. A. AAB and H. S. A. BS	MED111 MED132	Basic Anatomy Basic Medical Office Procedures	Medical Assisting Administrative and Clinical Competencies	Blesi	Cengage	9th	2022	9780357710586
H. S. A. AAB and H. S. A. BS	MED101	Medical Assisting - Front Office						
MAA, MFOBC, H. S. A. AAB and H. S. A. BS	MED122	Medical Terminology	Medical Terminology for Health Professionals	Ehrlich	Cengage	9th	2022	9780357513699
MAA, H. S. A. AAB-MAA and H. S. A. BS	MED237	Fundamentals of Electronic Health Records	MOSS 3.0 IAC	Lau	Cengage	1st	2019	9781337626378
MAA, H. S. A. AAB-MAA and H. S. A. BS	MED240	Introduction to Medical Insurance Administration & Coding	Understanding Health Insurance	Green	Cengage	18th	2024	9780357764152
MAA, H. S. A. AAB-MAA and H. S. A. BS	MED240	Introduction to Medical Insurance Administration & Coding	3-2-1 Code It	Green	Cengage	11th	2024	9780357764022
MAA, H. S. A. AAB-MAA and H. S. A. BS	MED255	Patient Service and Administration	Therapeutic Communication for Health Care Professionals	Lindh	Cengage	5th	2024	9780357619087
MFOBC, H. S. A. AAB-MFOBC and H. S. A. BS	MED238	Medical Insurance Administration and Billing	Understanding Health Insurance	Green	Cengage	18th	2024	9780357764152
MFOBC, H. S. A. AAB-MFOBC and H. S. A. BS	MED243	Medical Records Management	MOSS 3.0 IAC	Lau	Cengage	1st	2019	9781337626378
MFOBC, H. S. A. AAB-MFOBC and H. S. A. BS	MED244 MED247	Basic Coding - Diagnostic Basic Coding - Procedural	3-2-1 Code It	Green	Cengage	11th	2024	9780357764022
MFOBC, H. S. A. AAB-MFOBC and H. S. A. BS	MED244	Basic Coding - Diagnostic	2023 ICD-10-CM Expert for Physicians - Spiral - AMA ICD-10 Complete Codebook	Optum 360	American Medical Association	1st	2023	9781622548781
MFOBC, H. S. A. AAB-MFOBC and H. S. A. BS	MED244	Basic Coding - Diagnostic	2023 HCPCS Level II Expert (Spiral)	Optum 360	American Medical Association	1st	2023	9781622548705
H. S. A. AAB and H. S. A. BS	COM200	Oral Communications	Understanding Human Communications	Adler	Vital Source	14th	2019	9780190925703
H. S. A. AAB and H. S. A. BS	ENG122	Effective Writing	COMP3	VanderMey	Cengage	3rd	2016	9780357689417
H. S. A. AAB and H. S. A. BS	HSA205	Health Information Technology Management	To be announced					
H. S. A. AAB and H. S. A. BS	HSA220	Principles of Healthcare Management	Introduction to Healthcare Management	Buchbinder	Jones and Bartlet Learning LLC	4th	2021	978-128-415-6560

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.
Valley College-Martinsburg @ 304-263-0979 / Valley College-Beckley @ 304-252-9547 / Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks. Some resources may be customized for Valley College students. Some resources on this list that do not have a course number are NHA student learning resources that may be used in various classes.

Allied Health Diploma Online programs. Administrated by Valley College – Martinsburg							Revised July 1, 2024	
Program Tracks MAA – Medical Administrative Assistant; MFOBC – Medical Front Office, Billing and Coding; H.S.A. AAB Health Services Administration Associates of Business; H.S.A. BS – Health Services Administration Baccalaureate of Science Degree.								
Program Track	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
H. S. A. AAB and H. S. A. BS	HSA230	Essentials of Healthcare Compliance	Essentials of Healthcare Compliance	Safian	Cengage	1st	2010	9781133479499
H. S. A. AAB and H. S. A. BS	HSA250	Healthcare Customer Relations and Outcomes	Effective Communication for Health Professionals	Elsevier	Elsevier	2nd	2019	9780323625456
H. S. A. AAB and H. S. A. BS	ISD205	Ethics	Ethics: Theory and Contemporary Issues	MacKinnon	Cengage	10th	2018	9780357798539
H. S. A. AAB and H. S. A. BS	PSY102	General Psychology	PSYCH7	Rathus	Cengage	10th	2024	9780357798614
H. S. A. AAB and H. S. A. BS	PSY200	Emotional Intelligence	The Real-World Guide to Emotional Intelligence	Bariso	Amazon.com	N/A	2018	9783981984118
H. S. A. AAB and H. S. A. BS	N/A	Resource Material used in a various class	Online Person-Ability Certificate Module - NHA	NHA	NHA	1st	2020	N/A
H. S. A. BS	N/A	Resource Material used in a various class	Online Health Coaching Certificate Module - NHA	NHA	NHA	1st	2020	N/A
H. S. A. BS	ANT400	Cultural Appreciation	Cultural Anthropology: The Human Challenge	Haviland	Cengage	15th	2017	9780357692899
H. S. A. BS	COM400	Communications	Interconnections: Interpersonal Communication Foundations and Contexts	Bowman	Cengage	1st	2019	9780357699478
H. S. A. BS	COM445 CAP450	Professional Research and Writing Capstone Course	Bailey's Research for the Health Professional	Hissong	FA Davis	3rd	2014	978-0803639164
H. S. A. BS	COM445 CAP450	Professional Research and Writing Capstone Course	Publication Manual of the American Psychological Association	APA	APA	7th	2019	978-1433832161
H. S. A. BS	ENG320	Advanced Effective Writing	The College Writer: A Guide to Thinking Writing and Research	Van Rys	Cengage	7th	2022	9780357711156
H. S. A. BS	HSA300	Healthcare Regulations and Affairs	Health Politics and Policy	Morone	Cengage	5th	2015	978-1111644154
H. S. A. BS	HSA305	Healthcare Operations Planning & Administration	Healthcare Operations Management	McLaughlin	Vital Source	4th	2022	9781640553071
H. S. A. BS	HSA310	Healthcare Law and Legislation	The Law of Health Care Administration	Showalter	Health Administration Press	10th	2023	9781640553774
H. S. A. BS	HSA315	Principles of Healthcare Finance	Essentials of Healthcare Finance	Cleverley	Jones and Bartlet Learning LLC	9th	2024	9781640553774
H. S. A. BS	HSA325	Healthcare Human Resource Development	Fundamentals of Human Resources in Healthcare	Fried	Health Administration Press	3rd	2023	9781640553798
H. S. A. BS	HSA400	Health Services Marketing & Strategy	Introduction to Health Promotion & Behavioral Science in Public Health	Madanat	Cengage	1st	2016	9781305735392
H. S. A. BS	HSA405	Health Services Leadership	Leadership: Research Findings Practice and Skills	Dubrin	Cengage	10th	2023	9780357716274

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.
Valley College-Martinsburg @ 304-263-0979 / Valley College-Beckley @ 304-252-9547 / Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks. Some resources may be customized for Valley College students. Some resources on this list that do not have a course number are NHA student learning resources that may be used in various classes.

Allied Health Diploma Online programs. Administrated by Valley College – Martinsburg Program Tracks MAA – Medical Administrative Assistant; MFOBC – Medical Front Office, Billing and Coding; H.S.A. AAB Health Services Administration Associates of Business; H.S.A. BS – Health Services Administration Baccalaureate of Science Degree.							Revised	July 1, 2024
Program Track	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
H. S. A. BS	HSA410	Issues and Theory in Rural and Urban Health	The Sociology of Health Healing and Illness	Weiss	Taylor & Francis	11th	2023	9781032418117
H. S. A. BS	HSA415	Health Services Quality Improvement	Lean Hospitals: Improvement Quality Patient Safety and Employee Engagement	Graban	Taylor and Francis	3rd	2016	9781498743259
H. S. A. BS	HSA420	Health Informatics	Handbook of Informatics for Nurses and Healthcare Professionals	Hebda	Pearson	6th	2019	9780134711010
H. S. A. BS	INC300	Social Innovation and Change	Empowerment Series: Human Behavior in the Macro Social Environment	Zastrow	Cengage	11th	2019	9780357690222
H. S. A. BS	INC305	Environmental Science and Sustainability	Environmental Science	Miller	Cengage	16th	2019	9780357691632
H. S. A. BS	ISD205	Ethics	Ethics: Theory and Contemporary Issues	MacKinnon	Cengage	10th	2024	9780357798614
H. S. A. BS	MGT310	Change Management	Organization Development and Change	Cummings	Cengage	11th	2015	9780357698495
H. S. A. BS	PHI300	Philosophy of the Mind and Knowledge	The Big Questions: A Short Introduction to Philosophy	Higgins	Cengage	10th	2019	9798214354439

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.
Valley College-Martinsburg @ 304-263-0979 / Valley College-Beckley @ 304-252-9547 / Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks.
Some resources may be customized for Valley College students. Some resources on this list that do not have a course number are student learning resources that may be used in various classes.

Cybersecurity Associate (CYBER AAS) and Baccalaureate degree (CYBER BS)programs and Information Technology Network Administration (ITNA) and Information Technology Security Administration (ITSA) Diploma programs. All programs are delivered online and are administrated by Valley College - Martinsburg .							7/2024	
Program	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
ITSA, CYBER AAS & CYBER BS	N/A	Various Courses	CompTIA CertMaster Practice for Security+ SY0-601	N/A	PearsonVUE	N/A	N/A	SEC601CMP120C
ITNA, CYBER AAS & CYBER BS	N/A	Various Courses	Comp-TIA Network +800 CertMaster Practice Organization/Business License (Practice Test)	Comp-TIA	Comp-TIA	N10-008	2022	9781642743821
ITNA, CYBER AAS & CYBER BS	N/A	Various Courses	Integrated CertMaster Learn + Labs for Network +	Comp-TIA	Comp-TIA	N10-008	2022	9781642743807
ITNA, ITSA and CYBER BS	N/A	Various Courses	Integrated CertMaster Learn + Labs for Security +	Comp-TIA	Comp-TIA	N/A	2022	9781642743364
CYBER AAS and CYBER BS	ANT400	Cultural Appreciation	Cultural Anthropology	Haviland	Cengage	15th	2017	9780357692899
CYBER BS	BUS212	Business Ethics	Business Ethics IAC	Shaw	Cengage	9th	2017	9781305646483
CYBER AAS and CYBER BS	COM 200	Oral Communications	Understanding Human Communications	Adler	Vital Source	14th	2019	9780190925703
CYBER AAS and CYBER BS	COM215	Career Development	Your Career How To Make It Happen	Hardwood	Cengage	10th	2021	9780357711460
CYBER BS	COM400	Communications	Interconnections: Interpersonal Communication Foundations and Context	Bowman	Cengage	1st	2019	9781337554084
CYBER BS	COM445 CAP450	Professional Research and Writing Capstone Course	Introduction to Research, Understanding and Applying Multiple Strategies	DePoy	Elsevier	7th	2025	9780443109416
CYBER BS	COM445 CAP450	Professional Research and Writing Capstone Course	Publication Manual of the American Psychological Association	APA	APA	7th	2019	9781433832161
ITNA, CYBER AAS and CYBER BS	CSY105 CSY110	Introduction to Networking Networking Hardware	Networking Essentials, Sixth Edition: A CompTIA Network + N10-007	Nilkaew	Pearson IT	6th	2020	9780137455799
ITNA, CYBER AAS and CYBER BS	CSY115	Routing & Security Protocols	Guide to TCP/IP	Carrell	Cengage	5th	2013	9780357693698
ITNA, CYBER AAS and CYBER BS	CSY120	Network Application Support	Principles of Information Systems	Stair	Cengage	14th	2021	9780357112496
ITNA, CYBER AAS and CYBER BS	CSY125	Operating Systems	Guide to Operating Systems	Tomsho	Cengage	6th	2017	9780357433898
ITNA, CYBER AAS and CYBER BS	CSY130	Network Security	CompTIA Security+ SY0-501 Certification Guide, Academic Edition	Comp-TIA	Pearson	4th	2020	9780789758996

Cybersecurity Associate (CYBER AAS) and Baccalaureate degree (CYBER BS)programs and Information Technology Network Administration (ITNA) and Information Technology Security Administration (ITSA) Diploma programs. All programs are delivered online and are administrated by Valley College - Martinsburg .

7/2024

Program	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
ITNA, CYBER AAS and CYBER BS	CSY140	Network & Security Fundamentals	CCNA200-301 Official Cert Guide, Volume 1	Comp-TIA	Pearson	1st	2020	9780135792735
ITSA and CYBER BS	CSY145	Advanced Network & Security Fundamentals	CCNA200-301 Official Cert Guide, Volume 2	Comp-TIA	Pearson	1st	2020	9781587147135
ITNA, CYBER AAS and CYBER BS	CSY200	Introduction to Programming	Fundamentals of Python, First Programs	Lambert	Cengage	3rd	2017	9780357881057
ITNA, CYBER AAS and CYBER BS	CSY205	Ethical Hacking and System Security	Certified Ethical Hacker Cert Guide Verison 10 Cert Guide 3/e	Comp-TIA	Pearson	4th	2022	9780137489985
CYBER AAS and CYBER BS	CSY210	Cloud Computing with Security	Cloud Computing: Theory and Practice	Marinescu	Vital Source	2nd	2017	9780128128114
ITSA, CYBER AAS and CYBER BS	CSY215	Information Security	Principles of Information Security	Whitman	Cengage	7th	2018	9780357710777
ITSA and CYBER BS	CSY220	Secure Wireless Networks	Guide to Wireless Communications	Olenewa	Cengage	4th	2017	9781337463645
CYBER AAS and CYBER BS	CSY235	IT Project Management	Information Technology Project Management	Schwalbe	Cengage	9th	2019	9780357687468
ITSA and CYBER BS	CSY320	Digital Forensics	Mind Tap for Guide to Computer Forensics & Investigations	Nelson	Cengage	6th	2019	9780357688595
ITNA and CYBER BS	CSY330	IT Help Desk	Mind-Tap A+ Guid to IT Tech Support	Andrews	Cengage	11th	2020	9780357674178
ITSA and CYBER BS	CSY340	Security Countermeasures	Guide to Network Defense and Countermeasures	Weaver	Cengage	3rd	2014	9780357703366
ITSA and CYBER BS	CSY350	Database Management	Database Systems: Design, Implementation, & Management	Corronel	Cengage	14th	2019	9780357673119
ITSA and CYBER BS	CSY360	Introduction to Cyber Crime and Homeland Security	Cyberspace, Cybersecurity, and Cybercrime	Kremling	Amazon	1st	2017	9781506347257
ITSA and CYBER BS	CSY400	Systems Analysis and Design	Systems Analysis and Design	Tilley	Cengage	12th	2020	9780357117835
CYBER BS	CSY410	Evaluating Emerging Technologies	The Right Way to Select Technology - Get the Real Story on Finding the Best Fit	Byrne	Amazon	1st	2017	9781933820545
ITSA and CYBER BS	CSY421	Risk Management	NIST Cybersecurity Framework (CSF)	Brown	Amazon	1st	2023	9798399321868
ITSA and CYBER BS	CSY430	Introduction to Scripting	MindTap for Cengage's Python Fundamentals	Cengage	Cengage	1st	2021	9780357421796
CYBER BS	CSY440	Biometric Systems	Identify Management with Biometrics; Explore the lastest innovative solutions to provide secure Identificaiton & Authentication	Bock	Vital Source	1st	2020	9781838988388

Cybersecurity Associate (CYBER AAS) and Baccalaureate degree (CYBER BS)programs and Information Technology Network Administration (ITNA) and Information Technology Security Administration (ITSA) Diploma programs. All programs are delivered online and are administrated by Valley College - Martinsburg .							7/2024	
Program	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
CYBER AAS and CYBER BS	ENG115	English Composition	The Writer's Workplace with Readings: Building College Writing Skills	Scarry	Cengage	9th	2018	9780357689370
CYBER BS	ENG320	Advanced Effective Writing	The College Writer: A Guide to Thinking, Writing, and Research	Rys	Cengage	7th	2018	9780357711156
CYBER AAS and CYBER BS	INC300	Social Innovation and Change	Empowerment Series: Understanding Human Behavior and the Social Environment	Zastrow	Cengage	11th	2019	9780357690222
CYBER AAS and CYBER BS	ISD210	Advanced Ethical Standards & Dilemmas	Ethics: Theory and Contemporary Issues	MacKinnon	Cengage	10th	2018	9780357798614
CYBER AAS and CYBER BS	MAT165	Statistics	Elementary Statistics	Navidi - ALEKS 360	McGraw Hill	4th	2021	9781266004063
CYBER BS	PHI300	Philosophy of the Mind and Knowledge	The Big Questions: A Short Introduciton to Philosophy	Solomon	Cengage	10th	2018	9780357696521
CYBER AAS and CYBER BS	PSY102	General Psychology	PSYCH7	Rathus	Cengage	7th	2020	9780357710852
CYBER AAS and CYBER BS	SOC300	Sociology	Sociology	Benokratis	Cengage	6th	2016	9780357687826

Medical Clinincal Assistant Diploma program Hybrid program. Offered at Valley College- Beckley, Valley College - Martinsburg and Valley College - Cleveland 7/2024

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.
Valley College-Martinsburg @ 304-263-0979 / Valley College-Beckley @ 304-252-9547 / Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document.
Valley College uses eBooks. Some resources may be customized for Valley College students.

Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
COM211	Career Development	Your Career How To Make It Happen	Hardwood	Cengage	10th	2021	9780357711460
CPS121	Computer Applications - Medical	ECOMM SIMnet for Word, Excel, Access, and PowerPoint 365/2019 Complete	Custom Nordell	McGraw Hill	1st	2020	1266196374
MED243	Medical Records Management	MindTap MOSS 3.0, 2 Terms, 12 Months	Lau	Cengage	1st	2019	9781337626378
MED102, MED116, MED118, MED222, MED201, MED206, MED211	MCA Tier 1, 2, and 3 Core Coures	Medical Assisting Administrative and Clinical Competencies (Textbook with Workbook)	Blesi	Cengage	10th	2022	9780357502846
MED122	Medical Terminology	Medical Terminology for Health Professions	Ehrlich	Cengage	9th	2022	9780357710609
MED251	Externship	NHA CCMA Study Manual, 3.0	NHA	NHA	2nd	2017	978-1-56533-576-9

MCA Tier 1, 2, and 3 Core Coures

MED102 Medical Front Office Procedures	MED201 Medical Assisting-Clinical
MED116 Anatomy & Physiology I	MED206 Medical Assisting-Procedures
MED118 Anatomy & Physiology II	MED211 Medical Assisting-Laboratory
MED222 Pharmacology	

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.

Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks. Some resources may be customized for Valley College students.

Veterinary Programs offered at Valley College – Cleveland							Revised July 1, 2024	
Program Tracks VETA Veterinary Assistant Diploma program; VETT yr. 1Veterinary Technician Associate program (first year) VETT yr.2 Veterinary Technician program (second year)								
Program Track	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
VETA, VETT yr. 1, VETT yr. 2	BIO100, MED123, VTA105, VTA110, VTA111, VTA115, VTA200, VTA205, VTA210, VTA215, VTA200, VTA225, VTA235	Multiple Courses	McCurnin's Clinical Textbook for Veterinary Technicians	Bassett	Elsevier	11th Edition	2025	9780323936514
VETA, VETT yr. 1	BIO100 VTA110 VTA111	Biology Veterinary Anatomy & Physiology I Veterinary Anatomy & Physiology II	Clinical Anatomy and Physiology for Veterinary Technicians	Colville	Elsevier	4th Edition	2024	9780323793414
VETA, VETT yr. 1	BIO100 VTA110 VTA111	Biology Veterinary Anatomy & Physiology I Veterinary Anatomy & Physiology II	Laboratory Manual for Clinical Anatomy and Physiology for Veterinary Technicians	Colville	Elsevier	4th Edition	2024	9780323793421
VETA, VETT yr. 1	COM110	Foundations of Communication	Communications in our Lives	Wood	Cengage	8th Edition	2018	9780357692868
VETA, VETT yr. 1	ENG116	College Writing	The Writer's Workplace with Readings: Building College Writing Skills	Scarry	Cengage	9th Edition	2018	9780357689370
VETA, VETT yr. 1	MED123	Veterinary Terminology	Medical Terminology 350	Vaugh	Med Term	12 th Edition	2012	0914901125
VETA, VETT yr. 1	MED123 VTA105	Veterinary Medical Office Procedures Veterinary Terminology	MEDicalAAVSB VTNE Exam Prep	Pocket Prep	Pocket Prep	1 st edition	2024	MEDicalAAVSB VTNE Exam Prep
VETA, VETT yr. 1	VTA105	Veterinary Medical Office Procedures	Front Office Management for Veterinary Team	Prendergast	Elsevier	4th Edition	2024	9780443117084
VETA, VETT yr. 1	VTA105	Veterinary Medical Office Procedures	Workbook for McCurnin's Clinical Textbook for Veterinary Technicians	Bassett	Elsevier	10th Edition	2022	9780443117091
VETA, VETT yr. 1, VETT yr. 2	VTA115	Avian, Exotic & Small Mammal Procedures	Laboratory Animal Medicine: Principles and Procedures	Sirois M	Elsevier	3rd Edition	2016	9780323778169
VETA, VETT yr. 1	VTA210	Veterinary Clinical Pathology	Diagnostic Parasitology for Veterinary Technicians	Hendrix	Elsevier	6th Edition	2022	9780323831031
VETA, VETT yr. 1, VETT yr. 2	VTA210 VTA225 VTA215	Veterinary Clinical Pathology Animal Laboratory & Techniques I Animal Laboratory & Techniques II	Laboratory Procedures for Veterinary Technicians	Sirois M	Elsevier	8th Edition	2020	9780443117169
VETT yr. 2	ISD210	Advanced Ethical Standards & Dilemmas	Ethics: Theory and Contemporary Issues	MacKinnon	Cengage	10th Edition	2018	9780357798614
VETT yr. 2	MAT125	College Math	Basic Mathematics for College Student with Early Integers	Tussy	Cengage	6th Edition		9781337618403
VETT yr. 2	PSY102	Geneal Psychology	PSYCH 7	Rathus	Cengage	7th Edition	2021	9780323596572
VETT yr. 2	VTA200	Small Animal Applications	Common Diseases of Companion Animals	Summers	Elsevier	4th Edition	2014	9780323596572
VETT yr. 2	VTA205	Large Animal Applications	Large Animal Clinical Procedures for Veterinary Technicians	Kristin Holtgrew-Bohling	Elsevier	4th Edition	2023	9780323569040
VETT yr. 2	VTA210	Veterinary Clinical Pathology	Laboratory Procedures for Veterinary Technicians	Sirois M	Elsevier	8th Edition	2020	9780443117169
VETT yr. 2	VTA220	Principles of Veterinary Pharmacology	Applied Pharmacology for Veterinary Technicians	Martini-Johnson	Elsevier	6th Edition	2021	9780323680684
VETT yr. 2	VTA220	Principles of Veterinary Pharmacology	Essential Calculations for Veterinary Nurses and Technicians	Lake	Elsevier	4th Edition	2017	9780702084010
VETT yr. 2	VTA230	Essential Calculations for Veterinary Nurses and Technicians	Anesthesia and Analgesia for Veterinary Technicians	Thomas, DVM	Elsevier	6th Edition	2023	9780323760119
VETT yr. 2	VTA230	Anesthesia and Analgesia for Veterinary Technicians	Stage III Veterinary Technology Training Edition	Whole Logic, Inc.	Whole-Logic, Inc.	1st Edition	2021	No ISBN

Prices of textbooks are subject to change. Students should contact the campus for the most current pricing information.

Valley College-Cleveland @ 216- 453-8201/Valley College-Fairlawn @ 330-997-8900

Students should refer to their most recent Rotation Schedule for the courses that they are scheduled to take. Some textbooks may be used in multiple courses. When a textbook is used in multiple courses, the textbook is listed only once on this document. Valley College uses eBooks. Some resources may be customized for Valley College students.

Veterinary Programs offered at Valley College – Cleveland Program Tracks VETA Veterinary Assistant Diploma program; VETT yr. 1Veterinary Technician Associate program (first year) VETT yr.2 Veterinary Technician program (second year)							Revised	July 1, 2024
Program Track	Course Number	Course Name	Book Title	First Author	Publisher	Edition	Year	ISBN #
VETT yr. 2	VTA235	Principles of Veterinary Radiology Applications	Brown: Lavin's Radiography for Veterinary Technicians	Brown, RVT, Ad	Elsevier	8th Edition	2022	9780443283987
VETT yr. 2	VTA240 VTA245	Surgical Procedures & Asepsis	Small Animal Surgical Nursing: Skills & Concepts	Tear	Elsevier	4 th Edition	2024	9780323759137
VETT yr. 2	VTA245	Surgical & Dental Procedure	Veterinary Dentistry: A Team Approach	Holmstrom, DVM	Elsevier	4 th Edition	2020	9780443117107
VETT yr. 2	VTA250	Veterinary Technician Externship	Comprehensive Review For Veterinary Technicians	Tighe	Elsevier	6 th Edition	2021	9780443110238
VETT yr. 2	VTA250	Veterinary Technician Externship	Review Questions and Answers for Veterinary Technicians	Colville	Elsevier	6 th Edition	2021	9780323759878
VETT yr. 2	VTA250	Veterinary Technician Externship	Vet Tech Prep, The Most Trusted Way to Prepare for the VTNE	Vet Tech Prep	Vet Tech Prep	1at Edition	2021	N/A