

COURSE INFORMATION		PROGRAMS						BOOK INFORMATION				PRICES (CAD)	
CODE	NAME	OSCD	SCCD	CM	BM	PCS	CCBCC	NAME / AUTHOR / PUBLISHER / DATE	ISBN	ONLINE SOURCE (LINK)	BUY AT VANWEST	EST. PRICES	
BUS101	Cross-Cultural Communication	O	O	O	O	O	O	Intercultural Communication in the Global Workplace / Varner, Iris;Beamer, Linda / MGH / 2011	ISBN: 0077476778	VITAL SOURCE	YES	\$70.00	
BUS102	Interpersonal Skills for the Workplace	-	-	O	O	O	-	Human Relations: Interpersonal, Job-Oriented Skills / Andrew J. DuBrin; Terri M. Geerinck / PEARSON / 2014	ISBN-10: 0134601173 ISBN-13: 9780134601175	VITAL SOURCE	YES	\$61.00	
BUS103	Marketing Essentials	O	O	O	O	O	-	Think Marketing / Keith Tuckwell; Marina Jaffey / PEARSON / 2019	ISBN: 9780134830377	VITAL SOURCE	YES	\$61.00	
BUS104	Organizational Behavior	-	-	O	O	-	-	Canadian Organizational Behaviour (Canadian Edition) 11th Edition / Steven McShane, Kevin Tasa, Sandra Steen / MGH / 2021	ISBN: 9781264159376 1264159374	VITAL SOURCE	YES	\$60.00	
BUS105	Principles of Management	O	O	O	O	-	-	MGMT 4th Edition / Chuck Williams; Terri Champion; Ike Hall / CENGAGE / 2024	ISBN: 9781774747834 1774747839	VITAL SOURCE	NO	\$56.00	
BUS106	Customer Service Skills	-	-	O	-	O	-	Customer Service Skills For Success 8th Edition / Robert Lucas / MGH / 2023	ISBN: 9781265037536 1265037531	VITAL SOURCE	YES	\$60.00	
BUS107	Business Correspondence	O	O	O	O	O	O	Business Communication Essentials / Courtland L Bovee; John Thill; Jean A. Scribner / PEARSON / 2020	ISBN-10: 0135262410 ISBN-13: 9780135262412	VITAL SOURCE	YES	\$61.00	
BUS108	Sales Strategies	-	-	O	-	-	-	Selling Today: Partnering to Create Value / Gerald L Manning; Michael L. Ahearne; Barry L Reece / PEARSON / 2018	ISBN-10: 0134478339 ISBN-13: 9780134478333	VITAL SOURCE	YES	\$61.00	
BUS109	Workplace Preparation	O	O	O	O	O	O	Career Focus Canada: A Personal Job Research Guide (6th Edition) / Helene Martucci Lamarre; Karen McClughan / PEARSON / 2014	ISBN: 9780132825931 0132825937	PEARSON	YES	\$55.00	
BUS110	Business Language Skills 1	-	-	-	-	-	-	Business Partner B1+: Coursebook Student eText + MyEnglishLab / PEARSON / 2021	ISBN: 9781292362601	PEARSON	NO	\$51.00	
	Business Language Skills 2	-	-	-	-	-	-	Business Partner B2: Coursebook Student eText + MyEnglishLab / PEARSON / 2021	ISBN: 9781292362618	PEARSON	NO	\$51.00	
								Business Partner B2+: Coursebook Student eText + MyEnglishLab / PEARSON / 2021	ISBN: 9781292362625	PEARSON	NO	\$51.00	
BUS114	Introduction to Accounting	O	O	O	O	-	-	Financial Accounting / H. Dauderis and D. Annand / V2023-A / LYRYX / 2022	N/A	LYRYX	NO	Free	
BUS115	Social Media Marketing	-	-	O	O	-	-	Social Media Marketing / Tracy L. Tuten / SAGE / 2021	ISBN: 9781529731996 ISBN: 9781529731989	VITAL SOURCE	NO	\$45.00	
BUS116	Project Management	O	O	O	O	-	-	Successful Project Management / Gido; Clements / NELSON / 2017	ISBN-10: 0176807314 ISBN-13: 9780176807313	VITAL SOURCE	NO	\$87.00	
BUS117	Leadership Skills	O	-	O	O	-	-	Introduction to Leadership: Concepts and Practice (International Student Edition 5th Edition) / Peter G. Northouse / SAGE / 2021	ISBN: 9781071894507 1071894501	VITAL SOURCE	NO	\$55.00	
BUS118	Finance	O	-	O	-	-	-	Fundamentals Of Corporate Finance / ROSS / MGH / 2019	ISBN-10: 1260192822 ISBN-13: 9781260192827	VITAL SOURCE	YES	\$70.00	
BUS119	Sales Management	-	-	O	-	-	-	Sales Force Management: Leadership, Innovation, Technology / Mark W. Johnston; Greg W. Marshall / ROUTLEDGE / 2021	ISBN-10: 100031751X ISBN-13: 9781000317510	VITAL SOURCE	NO	\$87.00	
BUS120	E-Commerce	-	-	O	-	-	-	Business, Technology, and Society 16th Ed. / Kenneth C. Laudon; Carol Guercio Traver / PEARSON / 2021	ISBN10: 0136931723 ISBN13: 9780136931720	VITAL SOURCE	YES	\$61.00	
BUS121	Market Research	-	-	O	-	-	-	Essentials of Marketing Research / Joseph Hair, David Ortinau, Dana E. Harrison / MGH / 2021	ISBN-10: 1260260461 ISBN-13: 9781260260465	MCGRAW HILL	YES	\$60.00	
BUS123	Macroeconomics	O	O	-	-	-	-	Principles of Macroeconomics / Steven A. Greenlaw, David Shapiro / OPENSTAX / 2021	ISBN-10: 1947172395 ISBN-13: 9781947172395	OPENSTAX	NO	Free	

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BUS130	Excel for Business Analytics	O	O	-	-	-	-	Microsoft Excel 2019 Step by Step / Curtis Frye / MICROSOFT / 2019	ISBN-10: 1509306161 ISBN-13: 9781509306169	VITAL SOURCE	YES	\$45.00	
BUS132A	Business Analytics	O	-	-	-	-	-	Spreadsheet Modelling and Business Analysis:A Practical Approach to Business Analytics 8th Ed. / Cliff Ragsdale / PEARSON / 2018	ISBN-10: 1337517313 ISBN-13: 9781337517317	VITAL SOURCE	YES	\$87.00	
BUS132B	Business Analytics	O	-	-	-	-	-	Business Intelligence: A Managerial Perspective on Analytics 4th Ed. / Ramesh Sharda; Dursun Delen; Efraim Turban / PEARSON / 2017	ISBN-10: 0134635248 ISBN-13: 9780134635248	VITAL SOURCE	YES	\$66.00	
BUS141	Negotiation	O	-	-	-	-	-	Negotiation. Harvard Business Essentials Series / Harvard Business Review / HARVARD / 2003	ISBN-10: 1422131718 ISBN-13: 9781422131718	VITAL SOURCE	NO	\$37.00	
BUS143	Contract Administration & Law	O	-	-	-	-	-	Fundamentals of Contract and Commercial Management / IACC / VAN HAREN / 2013	ISBN-10: 9087538111 ISBN-13: 9789087538118	VITAL SOURCE	NO	\$57.00	
BUS171	Human Resource Management & Supervision	O	-	-	-	-	-	Management of Human Resources: The Essentials / Gary Dessler; Nita Chhiner; Gary L. Gannon / PEARSON / 2019	ISBN: 9780134305066 013430506X	VITAL SOURCE	YES	\$65.00	
SCM140	Procurement & Supply Management	O	O	-	-	-	-	Principles of Supply Chain Management: A Balanced Approach 5th Edition / Joel D. Wisner; Keah-Choon Tan; G. Keong Leong / CENGAGE / 2019	ISBN: 9781337672016 1337672017	VITAL SOURCE	NO	\$87.00	
SCM150	Operations & Process Management	O	O	-	-	-							
SCM160	Logistics in Supply Chain Management	O	O	-	-	-							
SCM192	Applied Supply Chain Strategy & Analysis	O	-	-	-	-							
SCM191	Sustainability in Supply Chain Management	O	-	-	-	-	-	Operations Management: Sustainability and Supply Chain Management, 13th Ed. / Jay Heizer; Barry Render; Chuck Munson / PEARSON / 2020	ISBN-13: 9780135202722 ISBN-10: 0135202728	VITAL SOURCE	NO	\$33.00	
SCM193	Risk in Supply Chain Management	O	-	-	-	-	-	Supply Chain Risk Management: An Emerging Discipline / Gregory L. Schlegel / CRC PRESS / 2014	ISBN-10: 1482205998 ISBN-13: 9781482205992	VITAL SOURCE	NO	\$46.00	

ESTIMATED BOOK PRICES PER PROGRAM (CAD \$)

OSCD	SCCD	CM	BM	PCS	CCBCC
OPERATIONS & SUPPLY CHAIN MANAGEMENT CO-OP DIPLOMA	SUPPLY CHAIN MANAGEMENT CO-OP DIPLOMA	COMMERCE & MARKETING CO-OP DIPLOMA	BUSINESS MANAGEMENT CO-OP DIPLOMA	PROFESSIONAL CUSTOMER SERVICE CO-OP CERTIFICATE	CROSS-CULTURAL BUSINESS COMMUNICATION CERTIFICATE
\$888.00	\$456.00	\$944.00	\$545.00	\$313.00	\$131.00

PURCHASING A TEXTBOOK FROM VANWEST

STEP 1. PAYMENT METHODS	STEP 2. E-MAIL	STEP 3. E-BOOK CODE
<ul style="list-style-type: none"> E-transfer to accountant@vanwest.com (Please mention the student ID number, student name and the course code) OR <ul style="list-style-type: none"> Cash, Credit, or Debit card pay at the Admissions office 	E-mail your receipt to vcp@vanwest.com	You will receive your e-book code by e-mail.

COURSE INFORMATION		PROGRAM	BOOK INFORMATION		PRICES (CAD)
CODE	NAME	HMCD	NAME / AUTHOR <small>*PUBLISHER: American Hotel & Lodging Educational Institute (AHLEI)</small>		EST. PRICES
HM250	Supervision in the Hospitality Industry	O	Supervision in the Hospitality Industry, Sixth Edition / Jack D. Ninemeier		ISBN: 978-1-949324-19-8 \$110.00
HM281	Hospitality Facilities Management and Design	O	Hospitality Facilities Management and Design, Fourth Edition / David M. Stipanuk		ISBN: 978-0-86612-476-8 \$110.00
HM333	Managing Front Office Operations	O	Managing Front Office Operations, Tenth Edition / Michael L. Kasavana, Ph.D.		ISBN: 978-0-86612-550-5 \$110.00
HM338	Managing Housekeeping Operations	O	Managing Housekeeping Operations, Revised, Third Edition / Aleta A. Nitschke and William D. Frye		ISBN: 978-0-86612-336-5 \$110.00
HM349	Managing Service in Food & Beverage Operations	O	Managing Service in Food and Beverage Operations, Fifth Edition / Ronald F. Cichy and Philip J. Hickey, Jr.		ISBN: 978-0-86612-510-9 \$110.00
HM387	Security and Loss Prevention Management	O	Security and Loss Prevention Management, Third Edition (2013) / David M. Stipanuk, Cornell University and Raymond C. Ellis, Jr., CHE		ISBN: 978-0-86612-410-2 \$110.00

* **HOSPITALITY MANAGEMENT PROGRAMS - ALHEI BOOKS:** The books must be purchased through VanWest. Upon registration of the HM program, VanWest will register you to ALHELI and you will receive an e-book code which also includes exams (<https://www.ahlei.org/>).

* **CREATING AN AHLEI ACCOUNT:** https://vanwest.com/downloads/VanWest_College_HM_AHLEI_Instructions.pdf

ESTIMATED BOOK PRICES PER PROGRAM (CAD \$)	PURCHASING A TEXTBOOK FROM VANWEST	
<p>HMCD HOSPITALITY MANAGEMENT CO-OP DIPLOMA</p> <p>\$666.00</p>	STEP 1. PAYMENT METHODS	<ul style="list-style-type: none"> E-transfer to accountant@vanwest.com (Please mention the student ID number, student name and the course code) OR Cash, Credit, or Debit card pay at the Admissions office
	STEP 2. E-MAIL	E-mail your receipt to college@vanwest.com
	STEP 3. E-BOOK CODE	You will receive your e-book code by e-mail.

COURSE INFORMATION		PROGRAM	BOOK INFORMATION			PRICES (CAD)	
CODE	NAME	ECE	AUTHOR / DATE / NAME / PUBLISHER	ISBN	ONLINE SOURCE (LINK)	BUY AT VANWEST	EST. PRICES
EC1000	History, Philosophies, and Foundations of ECE	○	Bertrand, J. (2022). <i>Becoming and being: an early childhood professional</i> . Cengage.	978-0176916091	AMAZON	YES	Ebook \$65.95
EC1100	Understanding Child Growth and Development	○	Larotz, L. R., & Allen, K. E. (2016). <i>Developmental profiles: pre-birth through adolescence (8th ed.)</i> . Cengage Learning.	978-1305088313	AMAZON	YES	Ebook \$76.95
EC1200	Positive Approaches to Guiding Children's Behaviours	○	Marion, M. (2019). <i>Guidance of young children (10th ed.)</i> . Pearson.	978-0134748153	AMAZON	YES	Ebook \$131.88
EC1300	Health, Safety, and Nutrition in ECE	○	Sorte, J., Daeschel, I., & Amador, C. (2021). <i>Nutrition, health, and safety for young children (3rd ed.)</i> . Pearson.	978-0134115443	AMAZON	YES	Ebook \$84.99
EC1400	Interpersonal Communication and Professionalism in ECE	○	Adler, R. B. & Proctor II, R. F. (2018). <i>Look: looking out looking in (4th Canadian ed.)</i> . Nelson.	978-0176870980	AMAZON	YES	Ebook \$76.95
EC1500	Program Planning and Development in Early Learning and Child Care	○	Freeman, N. K., Decker, C.A., & Decker, J. R. (2017). <i>Planning and administering early childhood programs (11th ed.)</i> . Pearson.	978-0134027319	AMAZON	YES	Ebook \$84.99
EC1600	ECE Curriculum 1: Music and Movement	○	Pica, R. (2012). <i>Experiences in music and movement: birth to age eight (5th ed.)</i> . Cengage.	978-1111838058	AMAZON	YES	Ebook \$74.95
EC1700	ECE Curriculum 2: Language and Literacy	○	Vukelich, C., Enz, B., Roskos, K., & Christie, J. (2020). <i>Helping young children learn language and literacy: birth through kindergarten (5th ed.)</i> . Pearson.	978-0134866598	AMAZON	YES	Ebook \$131.88
EC1800	ECE Curriculum 3: Science and Math	○	Charlesworth, R. (2016). <i>Math and science for young children (8th ed.)</i> . Cengage.	978-1305088955	AMAZON	YES	Ebook \$74.95
EC1900	ECE Curriculum 4: Creative Expression	○	Isenberg, J. P. & Jalongo, M. R. (2017). <i>Creative thinking and arts-based learning: preschool through fourth grade (7th ed.)</i> . Pearson.	978-0134461120	AMAZON	YES	Ebook \$131.88
EC3001; EC3002; EC3003	Practicum and Seminar 1; Practicum and Seminar 2; Practicum and Seminar 3	○	Martin, S. (2019). <i>Take a look: observation and portfolio assessment in early childhood (7th ed.)</i> . Pearson.	978-0134681689	AMAZON	YES	Ebook \$54.99
EC3001; EC3002; EC3003	Practicum and Seminar 1; Practicum and Seminar 2; Practicum and Seminar 3	○	Fraser, S. (2011). <i>Authentic childhood: experiencing Reggio Emilia in the classroom (3rd ed.)</i> . Top Hat.	978-0176501365	AMAZON	NO	Hardcopy \$87.95

ESTIMATED BOOK PRICES PER PROGRAM (CAD \$)	PURCHASING A TEXTBOOK FROM VANWEST	
ECE EARLY CHILDHOOD EDUCATION CERTIFICATE	STEP 1. PAYMENT METHODS	<ul style="list-style-type: none"> • E-transfer to accountant@vanwest.com (Please mention the student ID number, student name and the course code) OR • Cash, Credit, or Debit card pay at the Admissions office
\$1,000.00	STEP 2. E-MAIL	E-mail your receipt to ece@vanwest.com
	STEP 3. E-BOOK CODE	You will receive your e-book code by e-mail.