

Course List		<u>Term</u>	<u>Campus</u>	<u>Location</u>	
		2025DWAS	REGINA	REGINA CSTORE	
<u>DEPARTMENT</u>					
OA - OFFICE ADMINISTRATION					
COURSE:	SEMESTER 1		SEMESTER 1		
<u>SECTION</u>	SM 1	<u>INSTRUCTOR</u>	CHUN, JOLEEN		
<u>COMMENT</u>	JANUARY 2026				
<u>Description</u>				<u>BD/CP/ED</u>	<u>Req/Rec/Opt</u>
ELLUL / MODERN OFFICE ADMINISTRATION				PA / 25 / 1	Required
ELLUL / MODERN OFFICE ADMINISTRATION 180 DAYS DIGITAL				DC / 25 / 1	Required
ELLUL / MODERN OFFICE ADMINISTRATION 365 DAYS DIGITAL				DC / 25 / 1	Required
ELLUL / MODERN OFFICE ADMINISTRATION LIFE TIME DIGITAL				DC / 25 / 1	Required
GUFFEY / CANADIAN BUSINESS ENGLISH				PA / 21 / 8	Required
GUFFEY / CANADIAN BUSINESS ENGLISH DIGITAL 1 YEAR				DC / 21 / 8	Required
INFO / DIGITAL MATERIAL IS ON THE CEI OR VITALSOURCE TAB TO PURCHASE				DC / /	Required
OA / COAP 115 & 116 VISUAL IDENTITY GUIDE				SW / 25 /	Optional
OA / COMP 115 INTRODUCTION TO ORGANIZATIONAL OFFICE TECHNOLOGIES STUDENT2025-2026				SW / 25 /	Optional
OA / OPRO 105 OFFICE PROCEDURES COURSE MANUAL 2025/2026				SW / 24 /	Optional
SLATER / COLLEGE ACCOUNTING EBOOK 180 DAY				DC / / 15	Required
TYPIST INC / TYPIST SUBSCRIPTION 3 YEAR				DC / 19 /	Required