

Course List	<u>Term</u> 2026BWAS	<u>Campus</u> REGINA	<u>Location</u> REGINA CSTORE
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DEPARTMENT
OA - OFFICE ADMINISTRATION

COURSE: OA SEMESTER 1 SEMESTER 1 COMMENT:

SECTION ALL INSTRUCTOR CHUN, JOLEEN

COMMENT 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 365 DAYS DIGITAL	DC / 25 / 1	Required
ELLUL / MODERN OFFICE ADMINISTRATION LIFE TIME DIGITAL	DC / 25 / 1	Required
GUFFEY / CANADIAN BUSINESS ENGLISH	PA / / 9	Required
GUFFEY / ESSENTIALS OF BUSINESS COMMUNICATIONS	PA / 25 / 11	Required
GUFFEY / ESSENTIALS OF BUSINESS COMMUNICATIONS DIGITAL	DC / 25 / 11	Required
INFO / DIGITAL MATERIAL IS ON THE CEI OR VITALSOURCE TAB TO PURCHASE	DC / /	Required
OA / COAP 115 STUDENT LEARNING GUIDE LEARN THE SKILLS	NO / 26 /	Optional
OA / COAP 115 STUDENT WORKBOOK PRACTICE THE SKILLS	NO / 26 /	Optional
OA / COMP 115 STUDENT LEARNING GUIDE WITH STUDENT WORKBOOK	NO / 26 /	Optional
TYPIST INC / TYPIST SUBSCRIPTION 3 YEAR	DC / 19 /	Required
WEINSTEIN / ACCOUNTING ESSENTIALS FOR CANADA	PA / /	Required
WEINSTEIN / ACCOUNTING ESSENTIALS FOR CANADA DIGITAL	DC / /	Required
WEINSTEIN / ACCOUNTING ESSENTIALS FOR CANADA DIGITAL WITH RESELLER CARD	DC / /	Required

* Prices listed are estimates, and are subject to change without notice.