



Text Book List
FNS40215 : Certificate IV in Bookkeeping
Semester 1, 2017 (ONLINE)

<i>Correct at 30/11/16</i> <i>*This is for online students</i>		Textbook Approx Cost
BSBITU304 Produce Spreadsheets	<u>Create & Produce Spreadsheets (Excel 2010)</u> ISBN 9781921780707 (Software Publications)	\$35.00
BSBWRT301 Write Simple Documents	<u>Write Simple Documents</u> ISBN 9781921885235 (Software Publications)	\$28.00

It is essential that you purchase and receive your textbook/s **before** the commencement of your study. A supplier is listed below.

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