

+CONNECT

A MINNESOTA STATE COLLABORATIVE TRAINING PROGRAM

TEXTBOOKS AND COURSE MATERIALS

Order books and course materials at least 2 weeks prior to the course start date.

You may buy or rent new or used books from *any* local or online retailer, or check with college bookstores.

Most books are available on Amazon.com. Price estimates below are for brand new copies from a college bookstore.

Safety Awareness (CMAE 1514)

Required Text: *OSHA Safety Training Handbook*

8th Edition, JJ Kellers

ISBN: 978-1-68008-535-8 \$14.00

Required Subscription: *Tooling U*, included at no charge

Manufacturing Processes & Production (CMAE 1518)

Required Subscription: *Amatrol*, included at no charge

Quality Practices (CMAE 1522)

Required Text: *Quality and Performance Excellence*

8th Edition, Evans

ISBN-10: 1305662229 OR

ISBN-13: 978-1305662223 \$183.50

Required Subscription: *Tooling U*, included at no charge

Maintenance Awareness (CMAE 1526)

Required Subscription: *Amatrol*, included at no charge

Technical Mathematics (CMAE 1502)

Must complete ACCUPLACER testing if taking for credit

Required Materials: Casio fx-115MS scientific calculator with fraction key

Note: *Please connect to class with a computer OR print out lessons from D2L in order to follow along in class.*

Print Reading (CMAE 1510)

Required Text: *Interpreting Engineering Drawings*

8th Edition, Cengage Learning

Theodore J. Branoff

ISBN: 978-1-133-69359-8 \$171.50

Career Success Skills (CMAE 1528)

All materials supplied by instructor

Introduction to Computers (CMAE 1506)

This course requires INTERMEDIATE computer skills

Required Text: *Computer Concepts and Microsoft Office 2013: Illustrated*

9th Edition, Parsons, Oja, Beskeen, Cram,

Duffy, Friedrichsen, Reding

ISBN-10: 1285092902 OR

ISBN-13: 978-1285-09290-4 OR

ISBN: 978-1-305-40901-9 \$200.75

Required Materials: Computer with Microsoft Office 2010 or 2013, Flash/USB drive

Fundamentals of Auditing

All materials supplied by instructor

Geometric Dimensioning & Tolerancing (CMAE 1542)

Required Text: *Ultimate GD&T Pocket Guide: Based on ASME Y14.5-2009*

2nd Edition, Alex Krulikowski, copyright 2009

ISBN: 978-0-924520-23-5 \$24.00

Call 1-800-886-0909 to ask about a qty discount

Interpreting Symbols (CMAE 1560)

Required Text: *Printreading for Welders*

5th edition

ISBN 978-0-8269-3071-2 \$81.00

Basic & Intermediate Microsoft Excel

Required Materials: Microsoft Excel 2013 or newer

Microsoft Access

Required Materials: Microsoft Access 2010 or newer

Leadership Skills for New Supervisors

All materials supplied by instructor



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Employee Life Skills for Industry Success

All materials supplied by instructor

Active Shooter Safety Training

All materials supplied by instructor

Delivering Your Message through Clearly Constructed Communication

All materials supplied by instructor

Developing the Team on which Everyone Wants to Play

All materials supplied by instructor
