**Distance Learning Course:** OST 142.71 Med Terms II-Med Office

**Course format:** Internet

**Textbook:** 976-1-4377-0564-6

**Instructor Information:**

**Name:** Wanda Duncan

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**Office hours (if any) and location:** C101 Person Campus, K113 Caswell Campus

**Course Prerequisites/Corequisites:** Take OST 141

**Are campus visits required?** No

**Testing is completed:** Online

**Is there any additional software required for this course?** Yes

**If yes, what is the software?**

**Do course assignments require use of supplements bundled with the textbook?** Yes

**Additional comments/preferences/suggestions:** Students should buy the textbook from the PCC bookstore because the textbook is bundled with an access code. Students should use FireFox instead of Internet Explorer.