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**Regional Preparation ML/S/PS**

**Helpful Hints**

**Events with student files that need to be loaded:**

(400) Fundamental Desktop Publishing

(405) Fundamentals of Web Design

(415) Digital Publishing

**Events with electronic files included for the graders:**

(235) Advanced Spreadsheet

(240) Database Applications

**Events that require a flash drive to be provided to the students:**

(235) Advanced Spreadsheet Applications

(240) Database Applications

(255) Administrative Support Team

(330) Visual Basic/C# Programming

(335) C++ Programming

(340) Java Programming

(400) Desktop Publishing

(405) Fundamentals of Web Design

(415) Digital Publishing

(915) Administrative Support Team (ML)

**Events that require a scantron sheet to be provided to the students unless testing online:**

(100) Fundamental Accounting

(105) College Accounting

(110) Advanced Accounting

(115) Advanced College Accounting

(125) Payroll Accounting

(130) College Payroll Accounting

(135) Managerial Accounting

(140) Federal Income Tax Accounting

(145) Banking and Finance

(165) Personal Financial Management

(190) Financial Math and Analysis Concepts-OPEN

(220) Basic Office Systems & Procedures

(225) Advanced Office Systems & Procedures

(245) Legal Office Procedures

(250) Medical Office Procedures

(265) Business Law & Ethics

(270) ICD-10-CM-Diagnostic Coding

(290) Administrative Support Concepts-OPEN

(300) Computer Network Technology

(305) PC Servicing and Troubleshooting

(310) Server Administration Using Microsoft

(315) Network Administration Using Cisco

(320) Computer Security

(345) SQL Database Fundamentals

(350) Linux Operating System Fundamentals-Pilot

(390) Computer Programming Concepts-OPEN

(391) Information Technology concepts-OPEN

(405) Fundamentals of Web Design

(490) Digital Communication & Design-OPEN

(550) Parliamentary Procedure Team

(590) Business Meeting Management-OPEN

(591) Management, Marketing and Human Resources Concepts-OPEN

(592) Parliamentary Procedure Concepts-OPEN

(593) Project Management Concepts-OPEN

(594) Digital Marketing Concepts-OPEN

(900) Financial Literacy

(920) Digital Citizenship-Pilot

(995) Business Communication Skills Concepts-OPEN

(996) Business Fundamentals Concepts-OPEN

(997) Business Math Concepts-OPEN

(998) Computer Literacy Concepts-OPEN

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