

VERONICA COOK

Professor – www.austincc.edu/ronicook

COURSES

- Access – POFI 1371
- Spreadsheets: Excel – POFI 1449
- Intro. to Keyboarding – POFT 1127
- Business English – POFT 1301
- Office Procedures I – POFT 1309
- Business Math – POFT 1321
- Office Procedures II – POFT 1449
- Business Correspondence & Communication – POFT 2312

CURRICULUM VITAE

- Indiana State University
 - B.S. Degree, Business Education
 - M.S. Degree, Vocational Business Education
- North Putnam Jr./Sr. High School
 - Business & Computer Science, '75 – '87
- Reagan High School
 - Business & Computer Science, '87 – '92
- Austin Community College
 - Professor, '92 - Present

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