

# Ohio SLC 2012 Computer Software Listing

**Equipment:** Microsoft Windows Pc – Pentium 200 or higher

<b><i>Event</i></b>	<b><i>Software Packages</i></b>
Administrative Support Team	MS Office 2007*, MS Publisher 2007
Advanced Spreadsheet Applications	Excel 2007
Advanced Office Systems	MS Office 2007, MS Publisher 2007
Advanced Word Processing	MS Office 2007, MS Publisher 2007 Skills
Basic Office Systems	MS Office 2007, MS Publisher 2007
Computerized Accounting	South-Western Integrated Windows 4th Edition, QuickBooks Pro automatically updated each year
Database Applications	Access 2007, Paradox 12th Edition
Desktop Publishing	Adobe InDesign® CS3, MS Office 2007, MS Publisher 2007
Fundamental Spreadsheet Applications	Excel 2007
Fundamental Word Processing	MS Office 2007
Integrated Office Applications	MS Office 2007Edition
Keyboarding Production	MS Office 2007
Legal Office Procedures	MS Office 2007
Medical Office Procedures	MS Office 2007 MS Publisher 2007

Check individual event guidelines for information regarding the use of contestant's own computer. Contestants who bring their own computers for events must also bring all supporting devices (portable printer, software, extension cords, power strips, etc.) as outlined in event guidelines. Electrical power is provided. Carry-in and set-up of equipment must be done solely by the contestant and must take place within the allotted orientation/warm-up time.

Business Professionals of America, Ohio Association assumes no responsibility for hardware/software provided by contestants. Contestants who experience failure problems with their equipment cannot be rescheduled. Contestants bringing their own computers and software should note that contests are authored for the software listed above and may not run on alternate software.

\*Executive Board action 12/8/11 determined that Office 2007 would be the version to be used at 2012 SLC.