

Paralegal Studies Textbooks

Updated on 4/16/18

Textbooks can be purchased from the [Pioneer Bookstore](#). Most new textbooks books will be available the entire quarter. For more information, please call (510) 885-3507.

Required Courses

ENGL 7017: Legal Research and Writing I and ENGL 7018: Legal Research and Writing II

- “Legal Research, Analysis and Writing”, William H. Putman, 4th edition
 - ISBN 978-1305948372, Cengage Learning
 - **Required for all campuses, including online section**
- “Using the California Style Manual and The Blue Book”, Susan Heinrich-Wells
 - ISBN 9780314248565, West
 - **Required for all campuses, including online section**

POSC 7011: Introduction to Law

- “Introduction to Law for Paralegals: A Critical Thinking Approach”, Katherine Currier and Thomas Eimerman, 6th edition
 - ISBN 9781454838760, Aspen
 - **Required for Hayward Campus only**
- “An Introduction to the American Legal System”, John M. Scheb, II, 4th edition
 - ISBN 978-1454851202, Aspen
 - **Required for Concord Campus only**

POSC 7011-HB: Introduction to Law – ONLINE

- Textbook ONLY: "The Paralegal Professional", Goldman & Cheeseman, 5th edition
 - ISBN 978-0134130842, Pearson Prentice Hall
 - **Required for online section only**

POSC 7012: Litigation I and POSC 7013: Litigation II

- “Fundamentals of California Litigation for Paralegals”, Marlene A. Maerowitz , Thomas A. Mauet, 6th edition
 - ISBN 978-1454873488
 - **Required for the Hayward and ONLINE sections**
- “California Paralegal Manual Civil Procedure”, by Judge Elizabeth White/The Rutter Group
 - **This book is optional for the Hayward section only.**

*Please note: There is no book required for the Concord section of “Litigation I” and “Litigation II”.

POSC 7022: Personal Injury and Tort Litigation

- “Torts: Personal Injury Litigation” William P. Statsky, 5th edition
 - ISBN 978-1401879624, Cengage
 - **Required for all campuses, including online section**

POSC 7023: Contract Law

- “Basic Contract Law for Paralegals”, Jeffrey A. Helewitz, 8th edition
 - ISBN 978-1454855552, Aspen
 - **Required for Hayward and Concord campuses only**
- “The Law of Contracts and the Uniform Commercial Code”, Pamela Tepper, 3rd edition
 - ISBN 978-1285448947, Delmar Cengage
 - **Required for online section only**

POSC 7040: Computer Applications for Paralegals

- “Using Computers in the Law Office”, Matthew S. Cornick, 8th edition
 - ISBN 978-1337624985, Thompson/Delmar
 - **Required for the Concord and ONLINE sections**

NOTE: Renting or purchasing used Student Workbooks does not meet the textbook requirements for the online version of this course. Make sure you purchase the textbooks using the ISBN number given above for this product.

- National Society for Legal Technology, student membership
 - Available for online purchase only. www.LegalTechSociety.org
 - **Required for Hayward campus only**

POSC 7042: Ethics and Professional Responsibility for Paralegals

- “Ethics and Professional Responsibility for Paralegals”, Therese A. Cannon, 8th edition
 - ISBN 978-1454873372, Aspen

Electives

POSC 7004: Corporate Law

- “Business Organizations for Paralegals”, Deborah E. Bouchoux, 7th edition

- ISBN 978-1454852209, Aspen

POSC 7009: Family Law

- “The California Family Law Paralegal”, Dianna L. Noyes, 3rd edition
 - ISBN 978-1611635614, Noyes Publishing

POSC 7021: Criminal Law

- “Basic Criminal Law: The Constitution, Procedure, and Crimes”, Anniken Davenport, 5th edition
 - ISBN 978-0134559834, Pearson

POSC 7025: Interviewing and Investigating

- “Interviewing and Investigating”, Stephen P. Parsons, 6th edition
 - ISBN 978-1454873464, Wolters Kluwer Publishers

POSC 7027: Wills and Trusts

- “Basic Wills, Trusts, and Estates for Paralegals”, Jeffrey A. Helewitz, 7th edition
 - ISBN 978-1454873440, Wolters Kluwer Publishers

POSC 7029: Immigration Law

- “Immigration Law for Paralegals”, Maria Isabel Casablanca, Gloria Roa Bodin, 4th edition
 - ISBN 978-1611635140, Carolina Academic Press

POSC 7031: Intellectual Property: Copyrights, Patents and Trademarks

- “Intellectual Property”, Deborah E. Bouchoux, 5th edition
 - ISBN 978-1305948464, Cengage Learning

POSC 7033: Employment Law

- “Employment Law for Business”, Dawn Bennett Alexander, 8th edition
 - ISBN 978-0078023798

POSC 7037: Evidence for Paralegals

- “Evidence for Paralegals”, Joelyn D. Marlowe, 5th Edition
 - ISBN 978-0735590137

POSC 7056: e-Discovery, Advanced Legal Research & Motion Writing

- “Litigation Practice: E-Discovery and Technology”, Thomas F. Goldman, 1st edition
 - ISBN 978-0132373159, Pearson

POSC 7060: Patent Law

- “Patent Law for Paralegals”, Deborah E. Bouchoux, 1st edition
 - ISBN 978-1418048013, Cengage Learning