

Paralegal Studies Textbooks

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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, 3rd edition
 - ISBN 9781133591900, 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, Hemant Sharma, 3rd edition
 - ISBN 9781454808961, Aspen
 - **Required for Concord Campus only**

POSC 7011-HB: Introduction to Law – ONLINE

- Textbook ONLY: "The Paralegal Professional", Goldman & Cheeseman, 4th edition
 - ISBN 978-0132956055, 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 9781454873488
 - **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

- “Personal Injury Tort Litigation”, Statsky, Thomson, West, 5th edition
 - ISBN 9781401879624
 - **Required for all campuses, including online section**

POSC 7023: Contract Law

- “Basic Contract Law for Paralegals”, Jeffrey Helewitz, 8th edition
 - ISBN 9781454855552, Aspen
 - **Required for Hayward and Concord campuses only**
- “The Law of Contracts and the Uniform Commercial Code”, Pamela Tepper, 3rd edition
 - ISBN 9781285448947, Delmar Cengage
 - **Required for online section only**

POSC 7040: Computer Applications for Paralegals

- “Using Computers in the Law Office”, Matthew S. Cornick, 7th edition,
 - ISBN 9781285189598, Thompson/Delmar
 - **Required for all campuses, including online section**

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.

POSC 7042: Ethics and Professional Responsibility for Paralegals

- “Ethics and Professional Responsibility for Paralegals”, Therese Cannon, 7th edition
 - ISBN 9781454831365, Aspen
 - **Required for Hayward and Concord campuses only**
- “Ethics for the Legal Profession”, Deborah K. Orlik, 8th edition
 - ISBN 9781269893657, Pearson
 - **Required for online section only**

NOTE: This is the “bundled version” which will include the textbook and the online access code needed for this course.

You may also purchase the textbook only (‘unbundled’ version) and buy the Pearson CourseConnect access on Blackboard. Cost of CourseConnect access is \$50.00.

- “Ethics for the Legal Profession”, Deborah K. Orlik, 8th edition, ISBN 978-0-13-310929-0, Pearson

Electives

POSC 7004: Corporate Law

- “Business Organizations for Paralegals”, Deborah Bouchaux, 6th edition
 - ISBN9787454808664, Aspen

POSC 7009: Family Law

- “The California Family Law Paralegal”, Dianna L. Noyes, 3rd edition
 - ISBN 9781611635614, Noyes Publishing

POSC 7021: Criminal Law

- “Basic Criminal Law: U.S. Constitution Procedures and Crimes”, Annken Davenport, 3rd edition
 - ISBN 9780135109465, Prentice Hall

POSC 7025: Interviewing and Investigating

- “Interviewing and Investigating”, Stephen P. Parsons, 5th edition,
 - ISBN 9781454818137, Wolters Kluwer Publishers

POSC 7027: Wills and Trusts

- “Basic Wills, Trusts and Estates for Paralegals”, Jeffrey Helewitz, 6th edition
 - ISBN 9781454831358, Aspen

POSC 7029: Immigration Law

- “Immigration Law for Paralegals”, Maria Isabel Casablanca, Gloria Roa Bodin, 4th edition
 - ISBN 9781611635140, Carolina Academic Press

POSC 7031: Intellectual Property: Copyrights, Patents and Trademarks

- “Intellectual Property”, Bouchoux, 4th edition
 - ISBN 9781111648572, Cengage Learning

POSC 7033: Employment Law

- “Employment Law for Business”, Dawn Bennett Alexander, 7th edition
 - ISBN 9780073524962

POSC 7037: Evidence for Paralegals

- “Evidence for Paralegals”, Marlowe/Cummins, Aspen Publishers, Latest Edition
 - ISBN-0-7355-5852-3

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

- “Litigation Practice: e-Discovery and Technology”, T. Goldman, Latest edition
 - ISBN 9780132373159, Prentice Hall

POSC 7060: Patent Law

- “Patent Law for Paralegals”, D. Bouchoux, Latest edition
 - ISBN 1418048011, Delmar