Paralegal Studies
Textbooks

Textbooks can be purchased from the Pioneer Bookstore (http://www.bkstr.com/csueastbayhaywardstore/home). 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

- "Using the California Style Manual and The Blue Book", Susan Heinrich-Wells, ISBN 9780314248565, 2000, West (All campuses, including online)
- Legal Research, Analysis and Writing”, Joanne Banker Hames and Yvonne Ekern, ISBN 9780135109441, Pearson Prentice Hall (ONLINE course only)

POSC 7011: Introduction to Law


For ONLINE class only (POSC 7011 HB):
- CourseConnect Access ONLY – directly through Blackboard

POSC 7012: Litigation I and POSC 7013: Litigation II

- "Civil Procedure Before Trial", Three Volumes (Chapters 1-14), Law School Edition, Weil and Brown, Jr., The Rutter Group – THIS SET OF BOOKS IS REQUIRED FOR THE HAYWARD SECTION ONLY.
- “Litigation by the Numbers”, by Julie Goren, Lawdable Press – This book required for the Oakland and ONLINE sections only.
- No textbook for Concord Campus
POSC 7022: Personal Injury and Tort Litigation


POSC 7023: Contract Law

- "Basic Contract Law for Paralegals", 7th edition, Jeffrey Helewitz, ISBN 9781454816454, Aspen

POSC 7040: Computer Applications for Paralegals


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 for the Legal Profession”, 8th edition, Deborah K. Orlik, Pearson, ISBN 9781269893657 (ONLINE CLASS ONLY; this is the “bundled version which will include the textbook and the online access code needed for this course)

Electives

POSC 7004: Corporate Law


POSC 7009: Family Law


POSC 7021: Criminal Law


POSC 7025: Interviewing and Investigating


POSC 7027: Wills and Trusts

**POSC 7029: Immigration Law**


**POSC 7031: Intellectual Property: Copyrights, Patents and Trademarks**


**POSC 7033: Employment Law**


**POSC 7037: Evidence for Paralegals**


**POSC 7056: E-Discovery, Advanced Legal Writing and Motion Writing**


**POSC 7060: Patent Law**