

Paralegal Studies Textbooks

Updated on 05/30/2024

Textbooks can be purchased from the [Pioneer Bookstore](#) or from any online bookseller. Students are encouraged to shop around to find the best price to purchase or to rent. Students may inquire with instructors for permission to use an older edition of a textbook.

Students are encouraged to purchase their textbooks no earlier than 30 days prior to the start date of a specific class. It is possible for textbooks in a specific course to change from one semester to the next, so students should not purchase/rent textbooks ahead of time in anticipation that a textbook for a course will not change (only purchase/rent a textbook for the upcoming semester and not a semester more than 6 months ahead). It's important for students to view their enrollment for the specific course section and instructor prior to purchasing textbooks (instructors and sections can change at any time). Students can locate their course section(s) and instructor name(s) in their profile at [myCSUEB](#).

Students are encouraged to check with the [CSUEB Library](#) to see if their respective textbooks is/are available for short term access.

REQUIRED COURSES

EXTX 150 - Introduction to Paralegalism

No required textbooks.

POSC 801: Legal Research and Writing I (all sections)

POSC 802: Legal Research and Writing II (all sections)

'Legal Research, Analysis and Writing', William H. Putman & Jennifer Albright, 5th edition
ISBN: 978-0357619445, Cengage Learning

'Using the California Style Manual and The Blue Book', Susan Heinrich
ISBN: 978-0314248565

Instructors: Michael Greathouse: michael.greathouse@csueastbay.edu
Edward Lai: edward.lai9@gmail.com

POSC 803: Introduction to Law

For sections 01-HB (Janet Wallace - janet.wallace@csueastbay.edu); 04-HB (Edward Lai – edward.lai9@gmail.com); 03-HB (Judge Jacob Blea - JBlea@alameda.courts.ca.gov);
'An Introduction to the American Legal System', John M. Scheb II & Hemant John, 6th edition
ISBN-13: 978-1543858211, Aspen Publishing

POSC 804: Litigation I (all sections)

POSC 805: Litigation II (all sections)

Instructor: Jeff Feinberg – feinberglaw@yahoo.com

'Fundamentals of California Litigation for Paralegals', Marlene A. Maerowitz, 7th edition
ISBN: 978-1543817201, Aspen Paralegal

POSC 807: Personal Injury & Tort Litigation (all sections)

'Torts: Personal Injury Litigation' William P. Statsky, 6th edition
ISBN: 978-1531009595, Carolina Academic Press

Instructor: Dwight Dickerson - dwight.dickerson@csueastbay.edu

POSC 808: Contract Law (all sections)

'Basic Contract Law for Paralegals', Jeffrey A. Helewitz, 10th edition
ISBN: 978-1543839531, Aspen Publishing

Instructors: Stuart West - SWest@westpatentlaw.com
Dwight Dickerson - dwight.dickerson@csueastbay.edu

POSC 809: Computer Applications for Paralegals (all sections)

National Society for Legal Technology, student membership required
www.LegalTechSociety.org

Legal Technology Certificate required

Instructors: Stuart West - SWest@westpatentlaw.com (Sections 01HB and 03HB)
Alexander Lubarsky - alubarsky@enterusa.com (Section 02HB)

**POSC 810: Ethics and Professional Responsibility for Paralegals (also known as
'Paralegal Ethics') (all sections)**

'Ethics and Professional Responsibility for Paralegals', Therese A. Cannon, 9th edition
ISBN: 978-1543820546, Aspen Paralegal

Instructor: Dwight Dickerson - dwight.dickerson@csueastbay.edu

POSC 811: Paralegal Internship (all sections)

Reader and materials provided by instructor on first day of class

Instructor: Carol Thornberry - carolthornberry@sbcglobal.net

ELECTIVE COURSES - Paralegal students are required to enroll in at least one elective course during their time in the Paralegal Studies certificate program. Students who receive approval to waive POSC 811 - Paralegal Internship are required to complete a 2nd elective course in place of the Paralegal Internship class.

POSC 812 - Corporate Law

'The Law of Corporations and Other Business Organizations', Angela Schneeman, 6th edition
ISBN: 978-1133019145, Cengage Learning

Instructor: Kai Williamson – kai.williamson@csueastbay.edu

POSC 814 - Family Law

'The California Family Law Paralegal', Judge Jacob Blea III, Dianna L. Noyes, 4th edition
ISBN: 978-1531018191, Carolina Academic Press

Instructor: Judge Jacob Blea – jacob.blea@csueastbay.edu

POSC 815 - Criminal Law

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

Instructor: Thomas Ogas – tom@ogaslawfirm.com or thomas.ogas@csueastbay.edu

POSC 816 - Interviewing and Investigating

'Interviewing and Investigating: Essential Skills for the Legal Professional', 7th edition
ISBN: 978-1543801071, Wolters Kluwer

POSC 817 - Wills & Trusts

'Basic Wills, Trusts, and Estates for Paralegals', Jeffrey A. Helewitz, 9th edition
ISBN: 978-1543847642, Aspen Publishing

Instructor: Judith Sack – judith.sack@csueastbay.edu

POSC 818 - Immigration Law

'Immigration Law for Paralegals', Maria Isabel Casablanca, Gloria Roa Bodin, 4th edition
ISBN: 978-1305948464, Carolina Academic Press

Instructor: Alexander Lubarsky – alubarsky@enterusa.com

POSC 819 - Intellectual Property: Copyrights, Patents, and Trademarks

'Intellectual Property', Deborah E. Bouchoux, 6th edition
ISBN: 978-0357767474, Cengage Learning

Instructor: Stuart West – swest@westpatentlaw.com

POSC 820 - Employment Law

'Employment Law for Business', Dawn Bennett-Alexander, 10th edition
ISBN: 978-1260734270, McGraw-Hill Education

Instructor: Dwight Dickerson - dwight.dickerson@csueastbay.edu & Michael Greathouse - michael.greathouse@csueastbay.edu

POSC 821 - Evidence for Paralegals

No textbook required.

Instructor: Jeff Feinberg – feinberglaw@yahoo.com

POSC 822 - e-Discovery, Advanced Legal Research & Motion Writing

'eDiscovery for the Legal Professional', Christine E. Broucek, 2nd Edition
ISBN: 978-1543858402, Aspen Paralegal Series

Instructor: Michael Greathouse – michael.greathouse@csueastbay.edu

POSC 825 - Law Office Management

'Fundamentals of Law Office Management: Systems, Procedures, and Ethics', Pamela Everett Nollkamper, 5th Edition
ISBN: 978-1133280842, Cengage Learning

Instructor: Kai Williamson – kai.williamson@csueastbay.edu