



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
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PLEASE POST PROMINENTLY

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READING LIST ANNOUNCEMENT

PAUL DIETL
Chief Human Resources Officer

TO: Police Department Appointing Authorities; Police Chiefs

FROM: George Bibilos, Director
Organizational Development Group/Civil Service Unit

DATE: April 27, 2012

SUBJECT: READING LIST FOR PROMOTIONAL EXAMINATIONS

POLICE SERGEANT
POLICE LIEUTENANT
POLICE CAPTAIN

EXAMINATION DATE — SATURDAY, OCTOBER 27, 2012

Examinations for this series are scheduled for October 27, 2012. All applicants are responsible for reading all the texts and other materials listed below and on all pages of this announcement. Please note carefully which edition and/or date of publication is listed for each item. All chapters, appendices, glossaries, etc., are included unless otherwise noted. All examination questions will be based on these materials.

Community Policing: A Contemporary Perspective (6th ed., 2012). Kappeler, V. E., and Gaines, L. K.; Anderson Publishing Company. ISBN-13: 9781455728503.

Criminal Investigation (11th ed., 2012). Swanson, C. R., Chamelin, N. C., Territo, L., and Taylor, R.W.; McGraw-Hill, Inc. ISBN-13: 9780078111525. All chapters except Chapter 18.

Police Administration: Structures, Processes, and Behaviors (8th ed., 2012). Swanson, C. R., Territo, L., and Taylor, R. W.; Pearson Education, Inc./Prentice-Hall. ISBN-13: 9780135121030.

Supervision of Police Personnel (7th ed., 2009). Iannone, N. F., Iannone, M. P., and Bernstein, J.; Prentice-Hall, Inc. ISBN-13: 9780131131613.

Massachusetts General Laws, as amended through the release date of this reading list.

Motor Vehicle Police Manual 2012 (2012). Scheft, J. S.; Law Enforcement Dimensions.

Juvenile Law Police Manual 2012 (2012). Scheft, J. S.; Law Enforcement Dimensions.

Massachusetts Criminal Law Textbook for 2012 (2012), Rogers, P. M.; Commonwealth Police Service, Inc.

Massachusetts Criminal Procedure Textbook for 2012 (2012), Rogers, P. M.; Commonwealth Police Service, Inc.

In the event of a direct and ascertainable conflict between information contained in the listed textbooks and information contained in the *Massachusetts General Laws* (MGL), the MGL will be the definitive source.

(Continued)

Publishers of Reading List Texts

Anderson Publishing Company, 1275 Broadway, Albany, NY 12204; 800.223.1940;
<http://store.elsevier.com>

McGraw-Hill, Inc., P.O. Box 182604, Columbus, OH 43272; 800.262.4729;
<http://www.mhprofessional.com>

Commonwealth Police Service, Inc., 5 Jethol Drive, Assonet, MA 02702; 508.644.2116 OR
774.644.3290; <http://www.commonwealthpolice.net>

Law Enforcement Dimensions, 846 Massachusetts Avenue, Arlington, MA 02476; 781.646.4377;
<http://www.ledimensions.com>

Pearson Education, Inc./Prentice Hall, 200 Old Tappan Road, Old Tappan, NJ 07675; 800.947.7700;
<http://www.mypearsonstore.com> OR www.policetrainingstore.com

Please note that the Human Resources Division does not recommend specific bookstores for the purchase of reading list texts. For local vendors, contact the publishers at the telephone number or web site listed, or check with the Chief of your department or local union representative for assistance. Many local bookstores will be able to special-order any text not carried in stock.

Any questions regarding the reading list may be directed to Loren Columbare, Personnel Analyst, at 617.878.9741 or at Loren.N.Columbare@massmail.state.ma.us. A copy of this reading list is posted on the Human Resources Division website in the Civil Service section at www.mass.gov/hrd/readinglists.