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PLEASE POST PROMINENTLY - READING LIST ANNOUNCEMENT

TO: Police Department Appointing Authorities; Police Chiefs
FROM: Regina Caggiano, Director of Civil Service
DATE: March 22, 2024
SUBJECT: Reading List for Statewide Police Captain Examinations

**STATEWIDE POLICE CAPTAIN
EXAMINATION DATE — SATURDAY, SEPTEMBER 21, 2024**

This reading list will pertain to the Human Resource Division Written Examinations for Statewide Police Captain that are administered in 2024.

All candidates 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.

READING LIST FOR CAPTAIN

Criminal Law: Massachusetts Police Manual 2024 (2024). Scheft, John S.; Law Enforcement Dimensions, LLC.

- Chapters 4
- Chapters 7
- Chapters 11-14
- Chapter 17
- Chapter 19
- Chapters 20-21
- Chapters 25-29
- Chapters 31-32

Criminal Procedure: Massachusetts Police Manual 2024 (2024) Scheft, John S.; Law Enforcement Dimensions, LLC.

- Chapter 5
- Chapters 8-10
- Chapters 15-18
- Chapters 21-24

Juvenile Law: Massachusetts Police Manual (2024) Scheft, John S.; Law Enforcement Dimensions, LLC.

- Chapter 3
- Chapter 5
- Chapter 8
- Chapter 17
- Chapters 20-21
- Chapter 25

Police Administration: Structures, Processes, and Behaviors (10th Ed., 2021) Swanson, Charles R.; Taylor Robert W.; Territo, Leonard; Liederbach, John. Pearson Education, Inc. ISBN: 9780135728338.

- Chapters 4-15

Challenging the Law Enforcement Organization: Proactive Leadership Strategies (Updated Edition, 2022) Jack E. Enter.; Narrow Road Press. ISBN: 978-0978553708.

- Chapters 3-4
- Chapters 6-7
- Chapter 9

PUBLISHERS OF READING LIST TEXTS

Law Enforcement Dimensions, 846 Massachusetts Avenue, Arlington, MA 02476; (781) 646-4377;
<http://www.ledimensions.com>

Narrow Road Press, P.O. Box 2238, Dacula, GA 30019; (678) 910-9787; www.jackenter.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 retailers for the purchase of reading list texts. For local vendors, contact the publishers at the telephone number or website listed, or check with the Chief of your department or local union representative for assistance. Many local retailers will be able to special-order any text not carried in stock.

Any questions regarding the reading list may be directed to Nick Kartvelishvili, Test Development Program Manager at Nika.Kartvelishvili@mass.gov. A copy of this reading list is posted on the Human Resources Division website at www.mass.gov/hrd/readinglists.