

# PREPARING FOR PROMOTION

*A listing of materials available at the Justice Institute Library*

---

---

## GENERAL BOOKS

---

---

**Assessment Center Handbook** by Brian T. Page. Longwood, FL: Gould Publications.  
(HV 7936 R28 P234 1995)

**The Assessment Center Handbook for Police and Fire Personnel** by Charles D. Hale. Springfield, IL:  
Charles C. Thomas. (HF 5549.5 A78 H35 2010)

**An Assessment Center Primer for Law Enforcement Officers** by Thomas Mahoney. West Covina,  
CA: Future Focus Publishing. (HV 7936 R5 M236 1990)

**The Assessment Center Process: A Participant's Workbook** by Frederic D. Frank, Joseph T. Sefcik,  
and Cabot L. Jaffee. Orlando, FL: Human Resources. (HF 5549.5 A78 F732 1983)

**The Assessment Centre Method.** Justice Institute of British Columbia, Police Academy. New  
Westminster, BC: The Academy. (HV 7936 R5 A873 2001)

**Bullets for Law Enforcement Promotion (A Question & Answer Study Guide)** by Donald J.  
Schroeder and Frank Lombardo. Birmingham, NY: J.B.L. Publications. (HV 7935 S376 2001)

**Getting Promoted: Police Promotional Examination Manual** by Paul Whisenand. Incline Village, NV:  
Copperhouse. (HV 7923 W557 1999)

**How to Be Successful on "Oral" Assessment Exercises for Police Promotion** by Donald J.  
Schroeder & Frank A. Lombardo. Flushing, NY: Looseleaf Law Publications, Inc.  
(HV 7923 S375 1994)

**How to Be Successful on "Written" Assessment Exercises for Police Promotion** by Donald J.  
Schroeder & Frank A. Lombardo. Flushing, NY: Looseleaf Law Publications, Inc.  
(HV 7923 S376 1996)

**Mastering the Assessment Center Process: The Fast Track to Promotion** by Linsey C. Willis.  
Springfield, IL: Charles C Thomas, Publisher, Ltd. (HV 8143 W54 2017)

**Peace Officer's Promotional Manual: Preparations and Techniques for Passing Promotional  
Examinations, Including the Basic Duties of Supervisory Officers: With Sample  
Promotional Examinations and a Sergeant's Check List for Instructing Recruits** by George  
T. Payton. San Jose, Calif.: Criminal Justice Services. (HV 7936 P47 P287 1996)

**The Police Assessment Center: Important Keys for Success: What You Need to Know and May Not Have Been Told** by Barry T. Malkin. Bloomington, IN: iUniverse. (HV 7936 P47 M256 2009)

**Police Assessment Testing: An Assessment Center Handbook for Law Enforcement Personnel** by John L. Coleman. Springfield, IL: Charles C. Thomas. (HV 7936 P47 C65 2010)

**Police Management Examinations: Preparation Guide** by Larry F. Jetmore. Flushing, NY: Looseleaf Law Publications. (HV 7921 J485 2003)

**Police Promotion Manual** by W.J. McCullough. Flushing, NY: Looseleaf Law Publications. (HV 7923 M22 1990)

**Police Sergeant, Lieutenant, and Captain Promotion Exams** by Francis M. Connolly and George J. Mullins. New York, NY: ARCO. (HV 7935 C655 2001)

**A Preparation Guide for the Assessment Center Method** by Tina Lewis Rowe. Springfield, IL: Charles C. Thomas. (HF 5549.5 A78 R68 2013)

**Preparing for Promotion: A Guide for Public Safety Assessment Centers** by Richard S. Michelson & Patrick T. Maher. San Clemente, CA: LawTech Publishing (HV 7936 P47 M524 2001)

**Promotional Exam Preparation for Law Enforcement: Study Techniques, Comprehensive Exam Strategies, Secret Exam Tricks of the Trade, Practice Questions, Formal Exams** by Larry F. Holtz and David A. Paprota. Charlottesville, VA: LexisNexis Gould Publications. (HV 8143 H654 2006)

**Succeeding at Assessment Centres in a Week** by John Sponton and Stewart Wright. London, ENG: Hodder & Stoughton. (HF 5549.5 A78 S673 2002)

---

---

**GENERAL DVDs**

---

---

D974

**Making It to the Top of the List** (DVD, 120 minutes)

A law enforcement promotional examination preparation seminar video that teaches a logical step-by-step approach to: oral interviews, assessment centers, group exercises, the visual biography, the in-basket exercise, how to dress to impress, and an exam tool kit. (Knight Publications) (HV 7936 P47 M237 1993)

**Last updated: January 30, 2018**

**Always current at: [www.jibc.ca/library](http://www.jibc.ca/library) click on Bibliographies**