

**POLICE SERGEANT II
STUDY GUIDE**

A written examination for the class of **POLICE SERGEANT** to be administered will consist of **116** multiple-choice questions.

The examination will test your knowledge in the following subject areas:

SUBJECT AREA/KNOWLEDGE	% OF EXAM
<p>PATROL / HANDLING CALLS Knowledge of general patrol practices and procedures, including methods of patrol, defensive tactics, responding to crimes in progress, field interviews, arrest procedures, the use of firearms, and laws governing these procedures.</p>	10.0%
<p>TRAFFIC Knowledge of accepted procedures for traffic enforcement of all applicable motor vehicle laws.</p>	11.0%
<p>FIREARMS / ARMED ENCOUNTERS Knowledge of accepted procedures for the use of firearms and laws governing these procedures.</p>	10.0%
<p>FIRST AID Knowledge of procedures for providing emergency medical care by examining ill or injured persons and giving stabilizing treatment until appropriate medical personnel arrive, in order to prevent worsening of condition or loss of life.</p>	7.0%
<p>INVESTIGATION Knowledge of accepted procedures for investigating crimes against persons or property, including identifying elements which constitute the various crimes; identification, collection, and preservation of evidence; search and seizure; interview and interrogation; and applicable laws.</p>	12.0%
<p>CRIMINAL LAW / CRIMINAL PROCEDURE Knowledge of city ordinances, criminal law, and departmental rules and regulations.</p>	21.0%
<p>COURT TESTIMONY Knowledge of accepted procedures for preparing for court testimony, reviewing the laws of evidence and all information relevant to the case; testifying in court to facilitate a proper disposition of the case.</p>	4.0%
<p>PUBLIC RELATIONS Knowledge of effective public relations practices which foster a positive public image of the department through contact with the media, other agencies, and the public.</p>	3.0%

SUPERVISION / TRAINING

Knowledge of the practices and techniques used in effective supervision in order to plan, organize, direct, and evaluate the work of subordinates; to resolve conflicts; and to maintain discipline. Knowledge of the procedures for implementing an effective training program including serving as an instructor.

22.0%**REFERENCE MATERIAL**

While the entire list of reference materials will be useful to you in your preparation for the upcoming examination, the **majority** of test questions are sourced from these references listed below.

WEST'S LOUISIANA STATUTORY CRIMINAL LAW AND PROCEDURE 2015, Constitution of the State of Louisiana, West Publishing Company, 2015, pages 1-6.

STREET SURVIVAL/Tactics For Armed Encounters, Adams, Ronald J., et. al., Calibre Press, Inc., 666 Dundee Rd., Suite 1607, Northbrook, IL 60062, 1980, 1st ed., (Fifth Printing/May 1982).

O'HARA'S FUNDAMENTALS OF CRIMINAL INVESTIGATION, Woods, DeVere D., Charles C. Thomas Publisher (Bannerstone House), 2600 South First Street, Springfield, IL 62794-9265, 8th ed., 2013.

SUPERVISION OF POLICE PERSONNEL, Iannone N. F., Pearson Education, Upper Saddle River, NJ 07458, 8th ed., 2014.

LOUISIANA LAW ENFORCEMENT HANDBOOK, Louisiana District Attorneys Association, 1645 Nicholson Drive, Baton Rouge, LA 70802, Available to Law Enforcement Officers through your local District Attorney's Office, 12th ed., 2014.

AMERICAN RED CROSS EMERGENCY RESPONSE, Prepared by: American National Red Cross, Published by: The Banta Co., Staywell, 263 Summer Street, Boston, MA., 02210, 2001.

The local civil service board should make this study guide available to all applicants in whatever manner the board deems appropriate.

While there are no provisions requiring this office to provide study guides for any competitive or promotional examinations, this study guide has been provided as a service to assist applicants in preparing for an examination. The State Examiner's Office has no control over the local availability of reference material nor do we feel constrained to limit examination questions to only that material which is available locally.