Student Employee Resources

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- **On-Boarding Program Materials:**
  - "Working at the UCSB Library" Training Module (15-20 mins)
  - Library Student Employee Handbook (~10 mins)
  - "Working at the UCSB Library" Review Exercise (~5 mins)

- **Additional Training:**
  - Customer/Patron Service
    - "Be Here: Providing Service in the Library" Training Module (<10 mins)
    - 'Be Here...' Training Review Exercise (~5 mins)
  - Book Preservation & Collection Care
    - "Book Preservation..." Training Module (10-15 mins)
    - "Book Preservation..." Training Review Exercise (~5 mins)
  - UC Learning Center
    - Sexual Harassment
    - Cyber Security
    - Safety Rights and Responsibilities

- **Learning Opportunities:**
  - Monday Online Digest for Employees (mODE)
  - Lynda.com
  - Student Employee Learning & Growth Request Program (see forms and documents)

- **Forms and Documents:**
  - Evaluation Form / Evaluation Matrix
  - Student Employee Separation Form
  - Student Employment Life Cycle
  - Student Employee Learning & Growth Request Form
    - Announcement Email and FAQ
    - Supervisor Guidelines

- **Pay:**
  - Pay-stubs & At Your Service Online
    - Set up/change direct deposit
    - Elect to receive electronic W2
    - View your pay stubs
  - UCSB Library Student Employee Pay Scale

- **Communication and Feedback:**
  - Electronic Suggestion Box
  - Survey Results
    - 2017 Student Employee Survey/Handout