Student Assistant Resources

Information:

- **Student Health**
- **UCSB Covid-19 Information Page**
- **Requirements to Return to Work On-Site**
- **HR Guidelines for Student Employment during COVID-19**

**Testing**

- Appointments are available through the UCSB Testing Patient Portal
  - Clinics at Loma Pelona Center and Calaveras Lounge
- **Recommended Covid-19 Asymptomatic Campus Testing Program for Faculty, Staff, and Research Community**
- **Recommended Covid-19 Asymptomatic Undergraduate Student Testing Program**

- "Working at the UCSB Library" Training Module (15-20 mins)
- Library Student Assistant Handbook (~10 mins)
- "Working at the UCSB Library" Review Exercise (~5 mins)

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
- **Recording**

  Slideshow

  Handouts:

  - Guidelines for Dealing with Difficult People
  - Behavior is Communication
  - Composure in the Midst of Chaos

- **Monday Online Digest for Employees** (mODE)
- **LinkedIn Learning**
- **Student Employee Learning & Growth Request Program** (see forms and documents)

- **Evaluation Form / Evaluation Matrix**
- **Student Employment Life Cycle**
- **Student Employee Learning & Growth Request Form** (PowerForm)
• Announcement Email and FAQ
• Supervisor Guidelines

• UCPath
  • View Pay Stubs and W2s
  • Set up/change direct deposit
  • Enter/change personal information
• UCSB Library Student Employee Pay Scale
• Kronos
  • Transfer Code Procedures - Computer
  • Transfer Code Procedures - Timeclock (box)

• Electronic Suggestion Box
• Survey Results
  • 2017 Student Employee Survey/Handout
  • 2018 Student Employee Survey/Handout
  • 2019 Student Assistant Survey/Handout

• Counselling and Psychological Services (CAPS)
• Food Security
  • AS Food Bank
  • Miramar Food Pantry
  • Meal Voucher Program - Announcement Email
• Disabled Students Program (DSP)
• Financial Crisis Response Team
• Worker's Compensation