

BASIC GRADING STANDARDS FOR LIBRARY SCIENCE STUDENTS

To receive the grade you desire, you MUST meet all of the criteria for the grade listed below:

- ✓ **“A” Students:** learn the jobs expected of them and do them without being reminded, Shelve and order books and magazines correctly. Students also seek out additional ways to help staff when their main work is done. Essentially, an “A” student is someone who WORKS to make others’ jobs easier.
- ✓ **“B” Students:** learn the jobs expected of them and do them, but require occasional reminders. Shelve and order books correctly. Require staff to find meaningful additional work for them after their main tasks are completed.
- ✓ **“C” Students:** learn the jobs expected of them and do them, but require regular reminders. Shelve and order books with minimal errors. Only do what they are told to do and rarely, if ever, seek out ways to help staff beyond doing the daily tasks.
- ✓ **“D” Students:** make little effort to learn or do the jobs expected of them. Shelve and order books poorly. Will work only if continually reminded. Require staff intervention to the point that they often create MORE work for staff rather than helping to create less work.
- ✓ **Failing Students:** do virtually nothing without having to be forced or threatened with discipline/lowered grade. Impact library patrons and/or staff in a negative manner.

It should be noted that before a student’s grade falls to a “D” or “Fail” attempts will be made to have that student change the attitude and performance. In most cases, a class schedule change will be requested before a permanent grade of “D” or “Fail” is given, but if a change is not agreeable, the grade will be given as earned.