1. Linscheid Library hires only students who qualify for the Federal Work Study program.
   a. True 
   b. False 

2. Any shifts that a student assistant misses can be made up at the student's convenience.
   a. True 
   b. False 

3. Cell phones are permitted when their use is work-related.
   a. True 
   b. False 

4. It is the policy of the library that a student assistant must be given “three strikes” before termination.
   a. True 
   b. False 

5. If the library is evacuated, student assistants should never leave campus without notifying their supervisor.
   a. True 
   b. False 

6. Student assistants are allowed one fifteen minute break for every ____ hour shift they work.
   a. 2 
   b. 3 
   c. 4 
   d. 6 

7. What is the maximum number of hours a student assistant can work each week during the fall and spring semesters?
   a. 15 
   b. 18 
   c. 20 
   d. 22 

8. On which day of each month is payroll issued to student assistants?
   a. At the end of each day 
   b. The middle of the month 
   c. The first day of the month 
   d. The 12th of each month 
   e. Both B and C
9. For students working nights and weekends, your supervisor is first ___________ and second ___________.
   a. Circulation Assistant, Reference Librarian  
   b. Reference Librarian, Circulation Assistant  
   c. Your Supervisor, Your Librarian  
   d. Your Supervisor, Director

10. It is okay to give out the following information about any library employee.
   a. Home phone numbers
   b. Home mailing address for gifts & cards
   c. Work schedules
   d. None of the above