

Student Librarians' Training Levels / Awards: Generic example

Level 1: Bronze Award For this award you will be able to:	Achieved
<ul style="list-style-type: none"> • know the library layout 	
<ul style="list-style-type: none"> • keep the library in order (furniture in place and rubbish removed) 	
<ul style="list-style-type: none"> • tidy library shelves (books standing upright and in alphabetical or Dewey Decimal Classification order) 	
<ul style="list-style-type: none"> • shelve returned books 	
<ul style="list-style-type: none"> • choose books for effective face-out display 	

Level 2: Silver Award For this award you will be able to:	Achieved
<ul style="list-style-type: none"> • issue and return a book 	
<ul style="list-style-type: none"> • open and close the library 	
<ul style="list-style-type: none"> • check shelves for books in need of repair 	
<ul style="list-style-type: none"> • have a broad knowledge of the Dewey Decimal Classification system 	
<ul style="list-style-type: none"> • write a review of a new book for display in the library or intranet 	
<ul style="list-style-type: none"> • read to a group of students at lunchtime 	
<ul style="list-style-type: none"> • be a guide to the library for visitors to the school 	

Level 3: Gold Award For this award you need to be able to:	Achieved
<ul style="list-style-type: none"> • be confident in shelving resources in all areas of the library, including doing a shelf check 	
<ul style="list-style-type: none"> • deal with overdues and reserves 	
<ul style="list-style-type: none"> • be an issuing / returns monitor for a junior class 	

• use the catalogue to locate a book by author, title, or subject / keyword	•
• use a print and online reference resource, for example, an encyclopaedia or dictionary	
• create a display for the library and help change displays	
• promote books to fellow students in class or assembly	