

## Studio Habits Categories and Scoring

The **Studio Habits** scores are based on how an individual student functions as a learner in the classroom. I have students with fantastic habits who could function well in a high school classroom now and I have students with poor habits for whom I am concerned about whether they are ready for a high school classroom. The Studio Habits scores are **my message to students and families about what I see and something to consider in deciding whether a conversation about approach to learning is needed.** I would encourage the discussion to start with the student, but I am available to participate if my input is requested. The Studio Habits scores are a total of **ten percent of the quarterly grade and I will drop them from the grade calculation at family request.**

Any student who plans a dramatic improvement in their Studio Habits should **send me an email telling me what changes to expect** and alerting me to notice the improvement. I am **very open to changing scores for individual students who notify me and follow through with their intentions.**

"We are what we repeatedly do. **Excellence**, then is not an act, but a **habit.**" (Will Durant)

"**Learning how to think** really means learning how to **exercise some control** over how and what you think. It means being conscious and aware enough to **choose what you pay attention to** and to choose how you **construct meaning** from experience." (David Foster Wallace)

Score/9	1	3	6	9
Observation	Missing	Poor	OK	Excellent

### Be RESPECTFUL:

**TEAMWORK:** I contribute to the success of the team, assist others, and request help when needed. (PERS)

**DIVERSITY AWARENESS:** I work well with all customers and coworkers. (PERS)

**SPEAKING AND LISTENING:** I follow directions and communicate effectively with customers and fellow employees. (PROF)

**CONFLICT RESOLUTION:** I negotiate diplomatic solutions to interpersonal and workplace issues. (PERS)

**SELF-REPRESENTATION:** I dress appropriately and use language and manners suitable for the workplace. (PERS)

**CUSTOMER SERVICE:** I identify and address the needs of all customers, providing helpful, courteous, and knowledgeable service. (PROF)

### Be RESPONSIBLE:

**TIME, TASK, AND RESOURCE MANAGEMENT:** I organize and implement a productive plan of work. (PROF)

**READING AND WRITING:** I read and interpret workplace documents and write clearly. (PROF)

**MATHEMATICS:** I use mathematical reasoning to accomplish tasks. (PROF)

**INFORMATION TECHNOLOGY:** I use computers, file management techniques, and software/programs effectively. (TECH)

**CRITICAL THINKING AND PROBLEM SOLVING:** I analyze and resolve problems that arise in completing assigned tasks. (PROF)

**CREATIVITY AND RESOURCEFULNESS:** I contribute new ideas and work with initiative. (PERS)

**POSITIVE WORK ETHIC:** I come to work every day on time, willing to take direction, and motivated to accomplish the task at hand. (PERS)

**LIFELONG LEARNING:** I continually acquire new industry-related information and improve my professional skills. (PROF)

**JOB ACQUISITION AND ADVANCEMENT:** I prepare to apply for a job and to seek promotion. (PROF)

### Be SAFE:

**INTEGRITY:** I abide by workplace policies and laws and demonstrate honesty and reliability. (PERS)

**HEALTH AND SAFETY:** I follow safety guidelines and manage my personal health. (PROF)

**JOB-SPECIFIC TECHNOLOGIES:** I select and safely use technological resources to accomplish work responsibilities in a productive manner. (TECH)

**INTERNET USE AND SECURITY:** I use the Internet appropriately for work. (TECH)

**TELECOMMUNICATIONS:** I select and use appropriate devices, services, and applications. (TECH)

**ORGANIZATIONS, SYSTEMS, AND CLIMATES:** I identify "big picture" issues and my role in fulfilling the mission of the workplace. (PROF)