



How To Interact with Professors

Approaching Professors in Person

- On the first day of classes approach your professor and introduce yourself
- To start the conversation mention something they discussed in that class either by complimenting the professor about the thing they said or ask a question like “I noticed you said this about ... will we be discussing ... more in depth and if so, do you have any resource recommendations that would be helpful for learning the material?”
- Or you can ask a question from/about the syllabus or course.
- Inquire about how they want to be addressed, Dr., first name, professor (enter last name), etc.

Creating a relationship with your professor from the beginning is very important because it is very rewarding and allows for easier communication later. It makes it possible for new opportunities and if you are struggling or need some extra help/have a question, you can email them or go to them, and they may be more able to associate the name to the face.

Approaching Professors Online through Email

- Address them how they prefer to be addressed, if you do not know this information then inquire.
- Allow for clear and direct communication, don't reach out about needing extra help with general questions like “I don't understand this”. Use specific questions like “I don't understand this specific portion of this topic, could you explain it further.”
- Be specific about the focus of the email and be polite.

How to Utilize Office Hours

- Don't go for the first time a few days before an exam when you know you have been confused since the specific topic was introduced.
- If you say you will be there at a certain time, don't be late (emergencies are exempt from this of course).
- Reach out to the professor beforehand that you will be attending and what questions you have so they can be prepared to answer your questions better.
- Compile a list of questions specifically addressing the topic you are having issues with.
- Have a set goal for the end of your extra help time.
 - Don't bite off more than you can chew by overwhelming yourself with info.