

Pro Tips

- Office hours are **designed to help you as students**, so don't feel nervous about taking advantage of the time that your professor has set aside for you
- Be sure to **introduce yourself** at the beginning of the meeting with your name and what class section you are in
- Come prepared with questions, talking points, and goals. **Avoid attending office hours only to say "I need help in your class"**
- Office hours can be used to cover past material, future material, additional resources on the field of study, or just to connect with your professor
- Be prepared to engage and take notes
- **Have a friend in class with similar questions? Go together!** Office hours do not always need to be one on one

Sample Questions

- I have some follow up questions from our lecture/class discussion, could we go over them now?
- Could you reword this concept?
- I am having trouble grasping this specific part of [insert topic], could we talk through it?
- I am finding [insert concept or problem] to be very challenging, can you recommend any additional resources that may help me in this area?
- Could you give me another example of this concept?
- I am having trouble solving this type of problem, could you walk me through the steps?
- These are the study strategies that I am currently using for your exams/quizzes, do you have any additional suggestions?
- I am interested in learning more about [insert relevant topic], do you have any recommendations for additional resources?
- I am interested in [insert professors field of study], would you mind sharing about your experience in the field?
- I am interested in [insert professors field of study], how would you recommend getting more involved in the field?

Sample Goals

- I want to be able to solve this type of problem
- I want to review this topic
- I want to have a new study technique to try for this class
- I want to know how to better improve this essay/project/assignment
- I want to learn more about this resource/subject/profession