

HOW DO I TALK TO MY INSTRUCTOR ?

Make a Difference – Talk to Your Instructors

Instructors might seem intimidating, but they're people too – people who care about your learning and want to see you succeed. Don't be afraid to reach out; they're there to help, not just to grade.

SEND AN EMAIL

- **Use a clear subject line**
 - "Question on Homework 3 in BIO 101"
- **Introduce yourself**
 - Include your full name and the class you're in.
- **State your purpose clearly**
 - Say exactly why you're writing (ask, request, or explain).



GO TO OFFICE HOURS

- **Reasons to stop by:**
 - Get one-on-one help with the material.
 - Ask questions you didn't get to ask in class.
 - Clear up confusion on assignments, projects, or quizzes.
 - Get feedback on your work.
 - Build a relationship with your instructor



CONVERSATION STARTERS

- **Here are a few easy ways to start a conversation with your Instructor:**
 - "Hi Professor, I had a question about today's lecture..."
 - "Could you help me understand this part of the assignment?"
 - "I'm struggling with [topic] — do you have any tips?"
 - "Can I get your feedback on my last test/paper?"