Getting the Most Out of Office Hours

**Common Reason to Attend Office Hours**

- Help with course content
- Review assignments (i.e. essay, exam, quiz)
- Talk about your overall course grade
- Questions about the syllabus, due dates, or assignments

**Tips for Getting the Most Out of Office Hours**

- Take problems you've attempted, returned assignments, & notes.
- Write your questions down before your appointment so you don't forget to ask a question.
- Take the assignment & study materials with you.

**Questions to Consider**

- Always discuss questions about grades in a respectful tone.
- Read the syllabus & instructions carefully. Write down questions or concerns to ask about.

- Write down all the strategies & suggestions from your professor or GTA.
- Ask questions if you still don't understand or need another example.
- Ask if there are additional resources that might help you understand the material.

- Confirm important dates or ask for clarification on instructions.

**REMEMBER!**

Thank your professor or GTA for meeting with you!

LASSO Center
Academic Resources
021 Classroom Building
lasso.okstate.edu

*Inspired by handout from the Academic Success Center at NC State University*
Getting the Most Out of Office Hours

Don't be afraid to visit your professor or GTA during their office hours!

They are often happy to see you and help you!

Other reasons to visit office hours!

- Getting to know your professor or GTA
- Asking for career advice
- Requesting a letter of recommendation for a job, scholarship, or graduate school
- Discussing opportunities for research
- Asking questions about the broader field that might not be answered in lecture