Make Yourself Known

Mildred Gauley
Iowa State College

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Do you remember way back when you began to go to college and some instructor invited you to come to his office whenever you were in “hot water” over something.

Most of the instructors in all departments actually desire conferences with the students during the quarter. Listen to what some of them have to say.

Miss Iva Brandt, of the Textiles and Clothing Department, says that she would like to know the girls outside the classroom and wishes that they would make themselves known to her by calling at her office. She will gladly explain any part of the work if you will call on her.

Of course all home economics students know Dr. Nellie Naylor, of the Chemistry Department. She feels that “girls should study alone as much as possible but they should come for help on the few specific points they cannot get themselves.”

She also feels that good students as well as poor need to come for conferences, and that the responsibility of seeking this help rests with the student; the instructor does not and cannot force it. “During these conferences,” she says, “the student can learn much from the instructor’s personality which will be valuable in later life.”

Miss Esther T. Cooper of the English Department says that it is a good idea both from the viewpoint of the student and the instructor to clear up difficulties early in the quarter, and there is no better place to do this than in private conferences.

“When you have a conference,” she says, “remember that instructors are busy people and do not want their time wasted. Shoot your questions—do not talk aimlessly, until you feel that you have made an opening.”

In seeking an interview observe the schedule of office hours, or make an appointment after class. And when you get there, open the door and walk in. Miss Cooper doesn’t have a butler to admit you.

Way up on the fourth floor of Central, Mr. G. W. Rutherford of the Government Department holds regular office hours in which to have informal conferences, and invites his students to walk in and present their problems just any time he is in his office.

“The student should come for help on specific problems—not because he feels he should see the instructor to make a good impression. These interviews improve class work if the students will take advantage of them,” points out Mr. Rutherford.

Now that the instructors have told us to come, let’s hear what Miss Margaret Stanton has to say about conference etiquette.

“You are free to walk into any general office during office hours. If the instructor you seek has a private office and secretary, let the secretary tell you when the instructor is free.

“If the instructor has a private office and is in conference, step outside until that conference is over, unless, of course, he invites you to be seated until he is through.

“In all cases observe the office hours of the instructor.

“Do not forget courtesy during the conference. Ask the instructor if he has time to help you (he nearly always has) before you start telling him what you want.”

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