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Rhetoric 101

29 September 2017

The Way to Communicate Better with Professors

There's no doubt that the quality of communication with professors matters a lot in university students' studying and living in the campus. Therefore, it's necessary for students to figure out how to write emails properly to their professors. In this paper, I am going to focus on the fifth and the sixth emails provided by Prof. Holguin, trying to figure out how to communicate better with professors.

On one hand, proper greetings are necessary. As the beginning of the sixth email written by John reads, "Mrs. Holguin", it shows the respect from the student to the professor naturally. Meanwhile, it also shows that John is quite serious towards this email, because he neither uses "hey" nor "hello" to make the email more relax and comfortable to read. To make the communication between students and professors more comfortable, students should consider using some phrases like "dear", "hello" and even some symbols. For example, the symbol ":", the subject of the fifth email, creates some funny effect on the email. It not only creates comfortable atmosphere but also implies that there's a good relationship between the professor and the student and that the student wants the professor not to be strict with him. All in all, proper greetings should be both respectful and friendly to provide the communication with

proper atmosphere.

On the other hand, the content of emails should be explicit, with some necessary detail, to make professors understand students' intense. From this perspective, the fifth email really does a bad job. By just saying "here it is", it doesn't make any sense. It only makes the professor confused. What it is and what it is for will become two difficult questions for the professor to answer, which means that the professor cannot understand the student's intense and that this email fails. On the contrary, the sixth email fully meets this requirement. By glancing at "I need to ask for maybe a one-day extension on that paper", the professor can easily understand the purpose of the email and be ready to pay attention to the reasons. What's more, providing some concrete information, for example, "I have my sources, just not my paper", can show that the student is struggling to finish homework regardless of his poor situation, which is easier for him to touch the professor and to obtain the professor's understanding. In a word, the more explicit the content is, the better the professor can understand it.

Communication is the art of understanding. In other words, the better way of communication equals to the better way to make others understand. To reach this goal, both nice greetings and explicit content are needed. Nice greetings create comfortable atmosphere for understanding, explicit content leads to exact comprehension.

Works Cited

Unknown. "Email Five." Message to Professor Holguin. 10 Nov. 2007. TS. Email

John Smith. "Email Six." Message to Professor Holguin. 11 Nov. 2007. TS. Email