

Good Email Questions

I encourage you to ask questions about homework during lectures, during office hours, and via email. Email can be most the most productive medium, because verbatim material can be shared. To improve email-communication productivity, please:

- Use a good subject line, such as:

Subject: CS 354-1: LA1: question about cons

- Ask your question in the initial email. Don't say something like: "I'm stuck. Can I ask a question?"
- Show me what you have tried, and what happened. Don't say something like: "My program doesn't work."
- Provide *text* fragments of what you have tried, and what happened. Don't send screenshots or images. When you cut-and-paste text, I can try what you tried, and reply with modified text.
- If appropriate, attach complete text files. Then, I can compile, change, and reply with modified files.
- Warn me if you are using a computer other than **onyx** or one of its nodes.
- Don't assume that I have saved, or remember, the "thread" of our conversation from previous emails.