DECISION TREE FOR CONTACTING PROFESSOR

You have a question about something. Check: Is the answer on the syllabus?

Yes

Don't contact professor

No

Is it Blackboard related?

Yes

Contact the HELP Desk:
Phone: 915-747-4357 (HELP)
Email: helpdesk@utep.edu

Or Make a Formal Request:
servicedesk.utep.edu

No

Did that solve the problem?

No

Send an email to your professor

Yes

Does a classmate know the answer?

Yes

Use the Help Board your professor has set up for the class to share your solution!

No

You're done. STOP.

No

Yes

Is it a problem other people are likely to encounter?