



OCTOBER OFFICE HOUR REVIEW

BMGT301 - ALYSSA



OFFICE HOURS ANALYSIS

An illustration on the left side of the slide shows a dark, stylized hand holding a white bowl. Inside the bowl is a red stick and several orange dots. Above the bowl, three more orange dots are shown in a descending arc. The background is a dark grey with a faint, light grey geometric pattern.

GOAL

- UNDERSTAND CHANGES THAT OCCURRED.
- EVALUATE WHETHER THE NEW SCHEDULE IMPROVED THE STUDENT EXPERIENCE
- ASSESS IF TA TIME AND COVERAGE ARE BEING OPTIMIZED
- IDENTIFY OPPORTUNITIES FOR FURTHER IMPROVEMENT

PREVIOUSLY

	Monday	Tuesday	Wednesday	Thursday	Friday	
9 - 9:30 AM	Isabella Office Hours	Isabella Office Hours		Candace Office Hours		
9:30 - 10 AM						
10 - 10:30 AM				Isabella Office Hours		
10:30 - 11 AM						
11 - 11:30 AM					Phineas Office Hours	
11:30 - 12 PM	Phineas Office Hours					
12 - 12:30 PM						
12:30 - 1 PM		Ferb Office Hours	Phineas Office Hours	Ferb Office Hours	Ferb Office Hours	
1 - 1:30 PM						
1:30 - 2 PM						
2 - 2:30 PM		Candace Office Hours	Candace Office Hours			
2:30 - 3 PM						
3 - 3:30 PM						
3:30 - 4 PM	Ferb Office Hours					
4 - 4:30 PM						
4:30 - 5 PM	Candace Office Hours	Alyssa Office Hours		Alyssa Office Hours		
5 - 5:30 PM						
5:30 - 6 PM						

Ferb, Candace, Phineas and Isabella with **7** Office Hours

Alyssa with **4.5** Office hours and 2.5 In Class hours



SCHEDULE CHANGE

NEW (AS OF OCT 6)

	Monday	Tuesday	Wednesday	Thursday	Friday
9 -9:30 AM		Isabella Office Hours	Isabella Office Hours	Phineas Office Hours	
9:30 - 10 AM					
10 - 10:30 AM					
10:30 - 11 AM					
11 - 11:30 AM		Phineas Office Hours	Ferb Office Hours	Phineas Office Hours	Ferb Office Hours
11:30 - 12 PM					
12 - 12:30 PM					
12:30 - 1 PM					
1 - 1:30 PM	Isabella/Phineas Office Hours	Candace Office Hours	Candace Office Hours	Candace Office Hours	Ferb /Alyssa Alyssa Office Hours
1:30 - 2 PM					
2 - 2:30 PM	Isabella Office Hours	Alyssa Office Hours	Candace Office Hours	Alyssa Office Hours	
2:30 - 3 PM					
3 - 3:30 PM	Candace Office Hours	Alyssa Office Hours	Alyssa Office Hours		
3:30 - 4 PM					
4 - 4:30 PM					
4:30 - 5 PM					
5 - 5:30 PM					
5:30 - 6 PM					

Alyssa, Candace, Isabella, Phineas: 7 Office Hours

Ferb: 4 Office Hours

NEW SCHEDULE

TOTAL VISITS: 95

PROJECT 2, 3, AND EXAM 1

BEGAN TRACKING TIMES

FERB HOURS DROPPED TO 4

ADDED TWO PLACES OF OVERLAP

ADDED ZOOM SECTION ON FRIDAY

ALYSSA NO LONGER ATTENDING

BMGTL SECTION



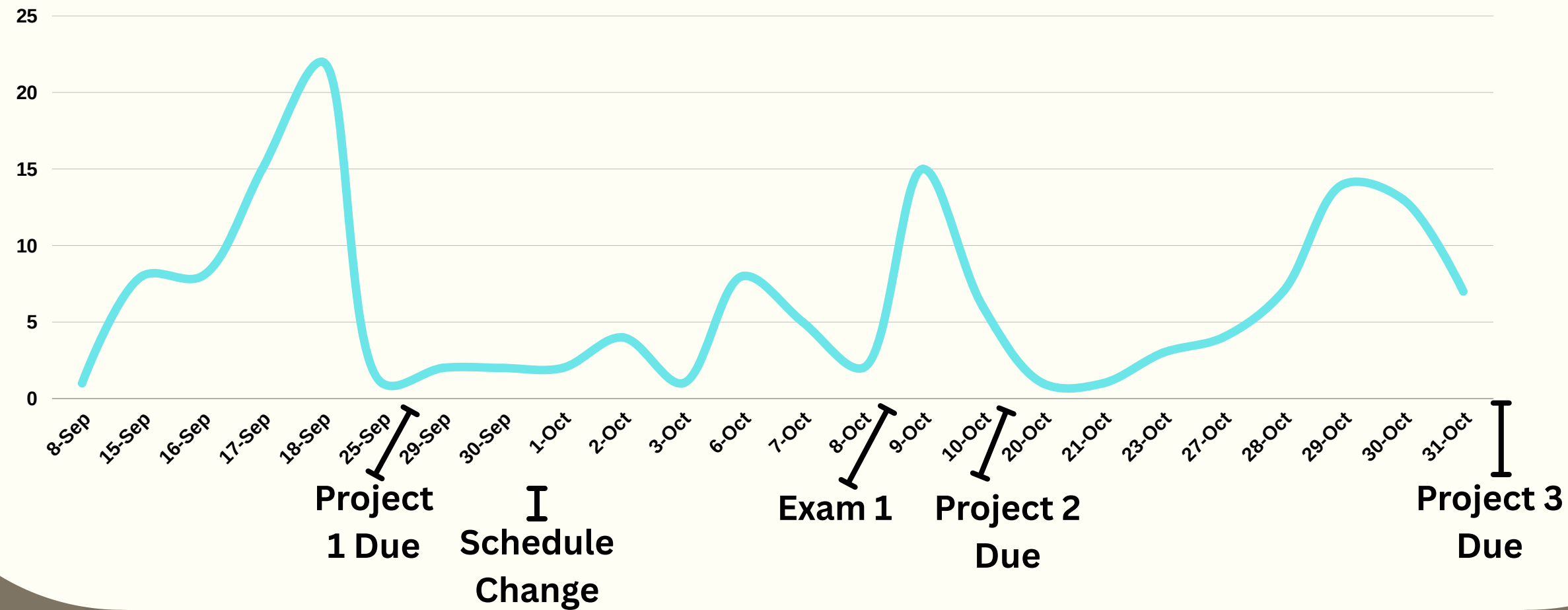
QUICK FACTS

OLD SCHEDULE

TOTAL VISITS: 57

PROJECT 1

*DOES NOT INCLUDE DAYS WITH ZERO ATTENDANCE



ATTENDANCE OVER TIME



TOTAL COVERAGE

- MONDAY: 7.5 HOURS
 - 11:30AM - 5:30PM
- TUESDAY: 9 HOURS
 - 9AM - 6PM
- WEDNESDAY: 8 HOURS
 - 10AM - 6PM
- THURSDAY: 4.5 HOURS
 - 10:30AM-11:30AM AND 2PM-6PM
- FRIDAY: 3 HOURS



NEW SCHEDULE

INSIGHTS

MOST COVERAGE: TUESDAY

LEAST COVERAGE: FRIDAY/THURSDAY

NEW SCHEDULE bY Ta



MONDAY

PHINEAS: 4 HOURS
8 STUDENTS

ISABELLA: 2 HOURS
5 STUDENTS

CANDACE: 1 HOURS
3 STUDENTS

TUESDAY

ISABELLA: 2 HOURS
1 STUDENTS

FERB: 2 HOURS
2 STUDENTS

CANDACE: 2 HOURS
4 STUDENTS

ALYSSA: 2 HOURS
6 STUDENTS

WEDNESDAY

ISABELLA: 2 HOURS
1 STUDENTS

CANDACE: 3 HOURS
14 STUDENTS

ALYSSA: 1 HOURS
3 STUDENTS

PHINEAS: 2 HOURS
0 STUDENTS

THURSDAY

PHINEAS: 1 HOURS
6 STUDENTS

CANDACE: 1 HOURS
6 STUDENTS

ALYSSA: 3.5
HOURS
13 STUDENTS

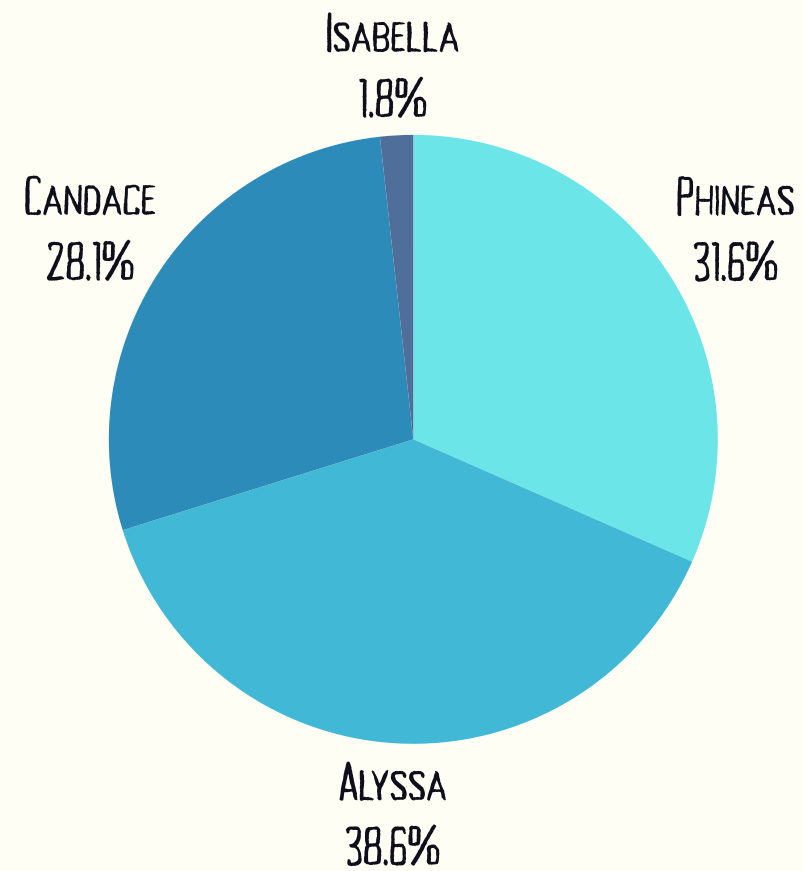
FRIDAY

ALYSSA: 1.5
HOURS
11 STUDENTS

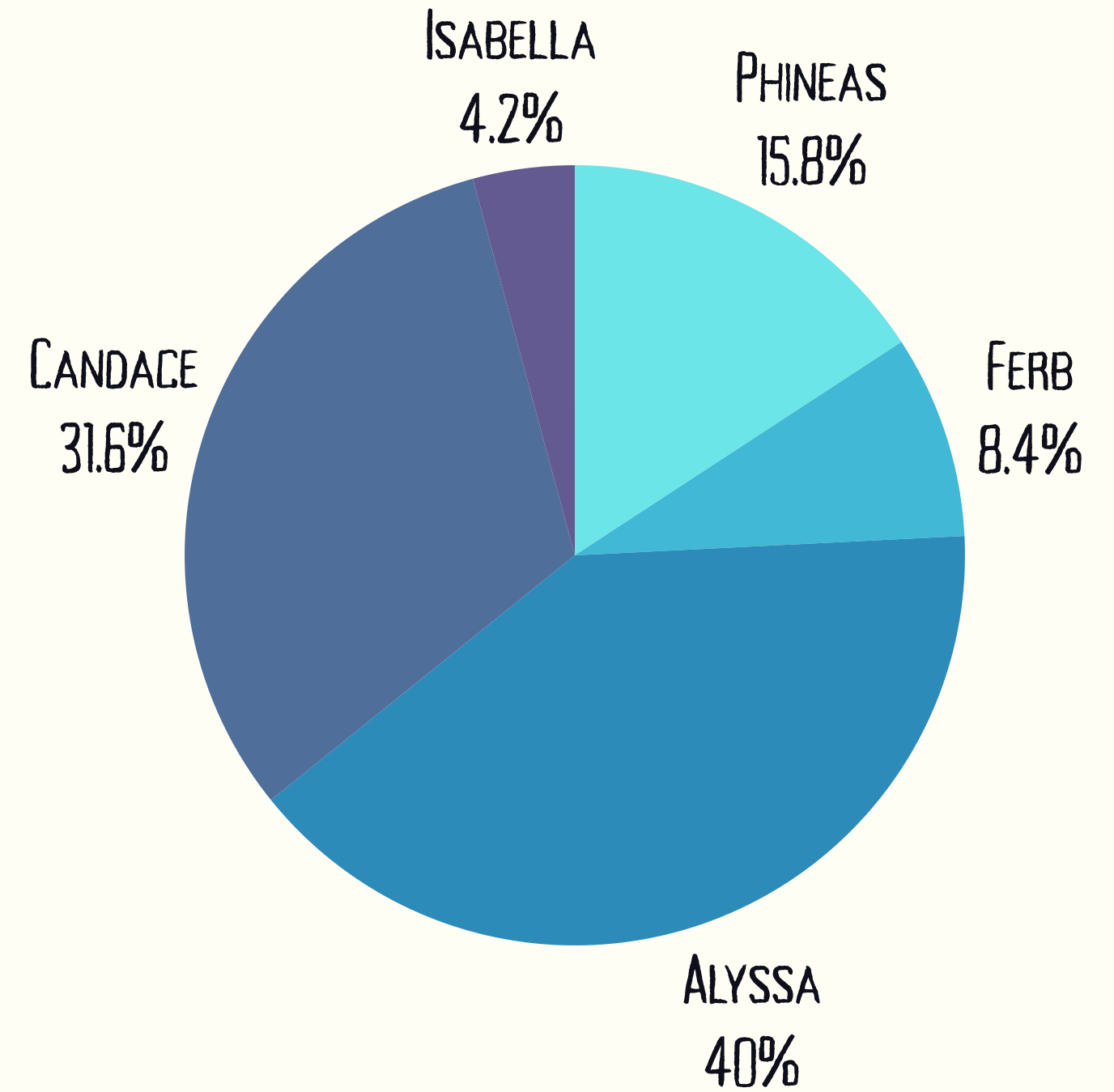
FERB: 1.5 HOURS
6 STUDENTS

TA: HOURS WORKED ON THAT DAY OF THE WEEK. TOTAL STUDENT VISITS SINCE SEPTEMBER 30TH

OLD SCHEDULE



NEW SCHEDULE



WHO STUDENTS
GO TO

HOURS WORKED SINCE SCHEDULE CHANGE

PHINEAS: 7 A WEEK - 4 FROM FALL BREAK,
TOTAL WORK ~ 24 HRS

ISABELLA: 7 A WEEK - 5 FROM FALL BREAK,
TOTAL WORK ~ 23 HRS

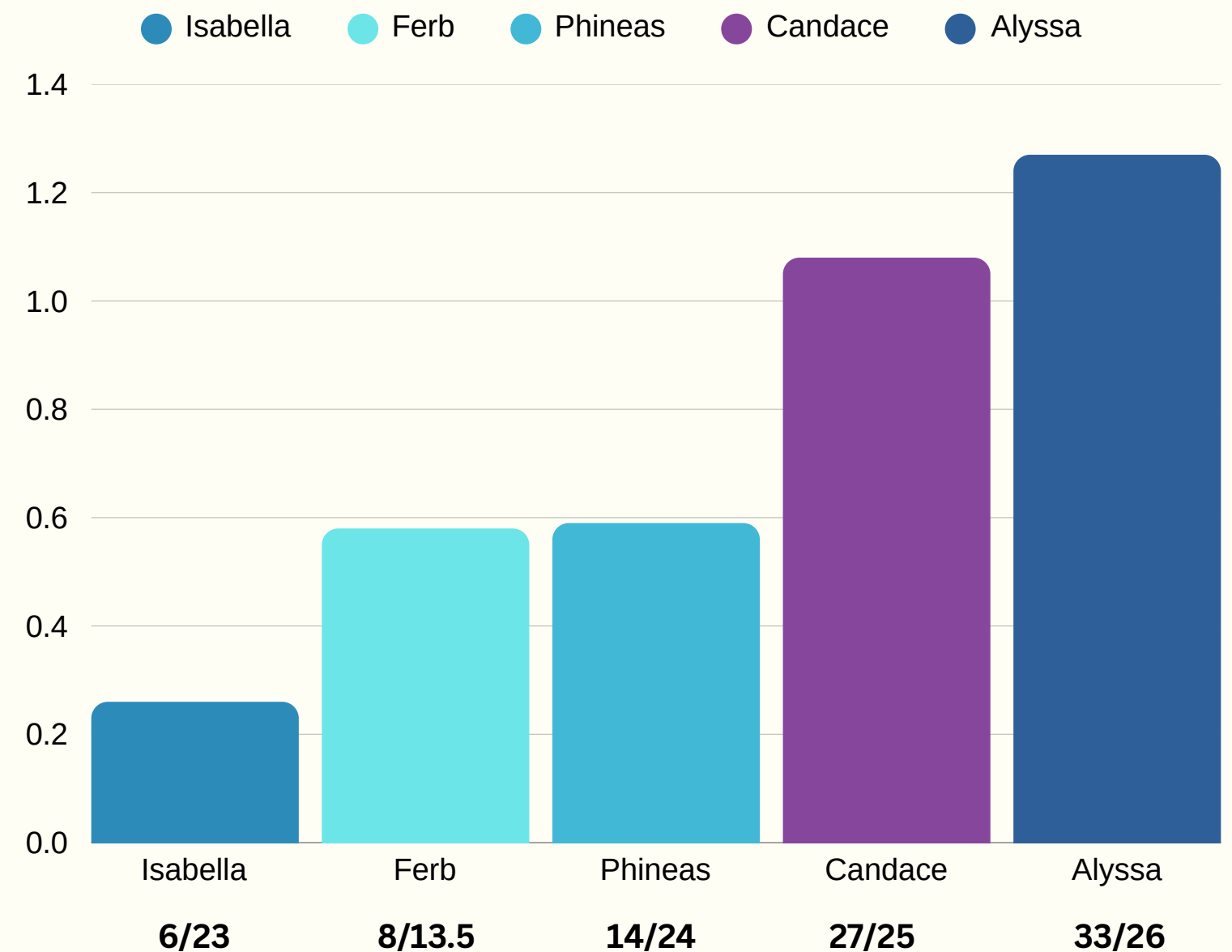
CANDACE: 7 A WEEK - 3 FROM FALL BREAK,
TOTAL WORK ~ 25 HRS

ALYSSA: 7 A WEEK - 2 FROM FALL BREAK,
TOTAL WORK ~ 26 HRS

FERB: 4 A WEEK - 2.5 FROM FALL BREAK,
TOTAL WORK 13.5 HRS

TA UTILIZATION

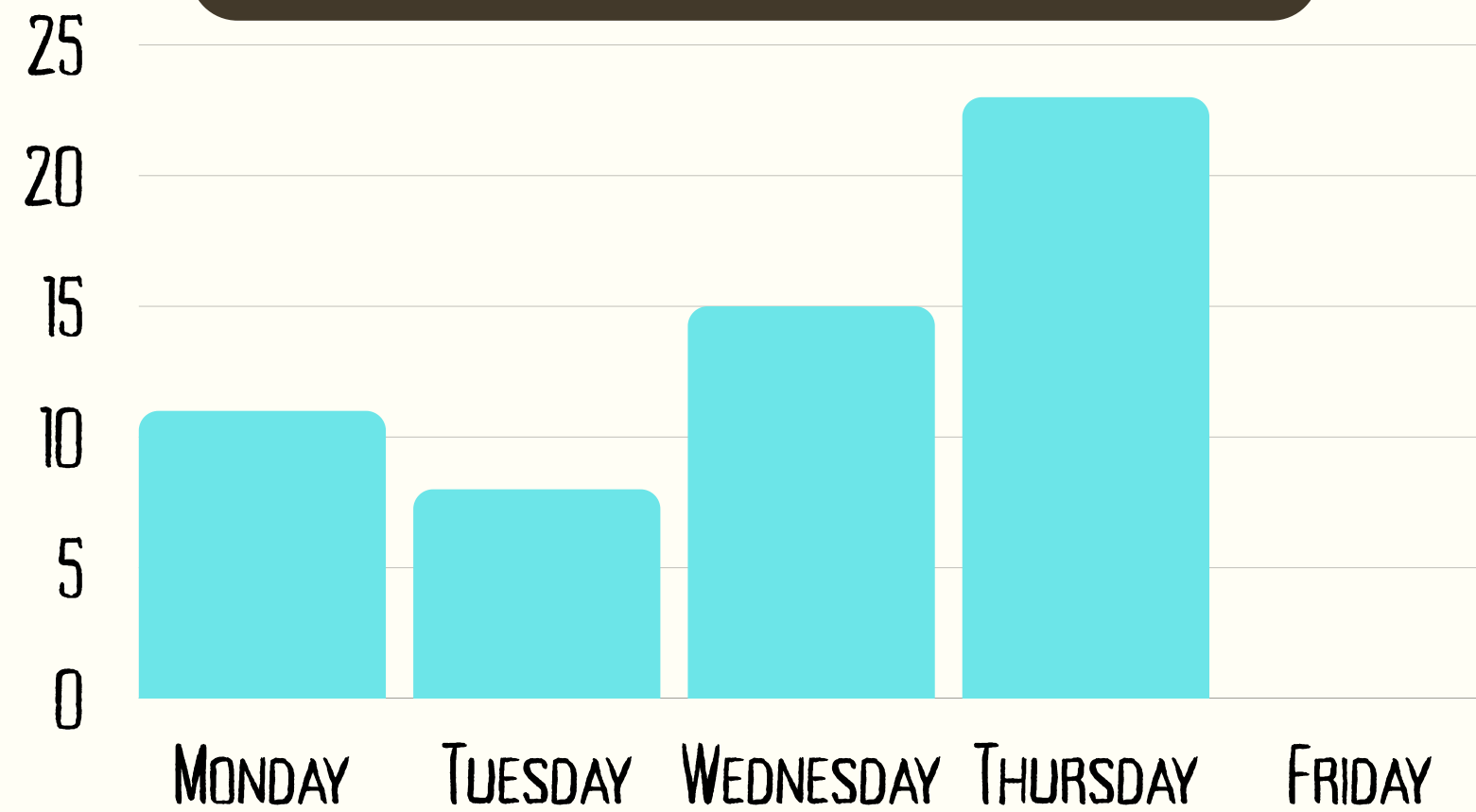
STUDENTS PER HOUR



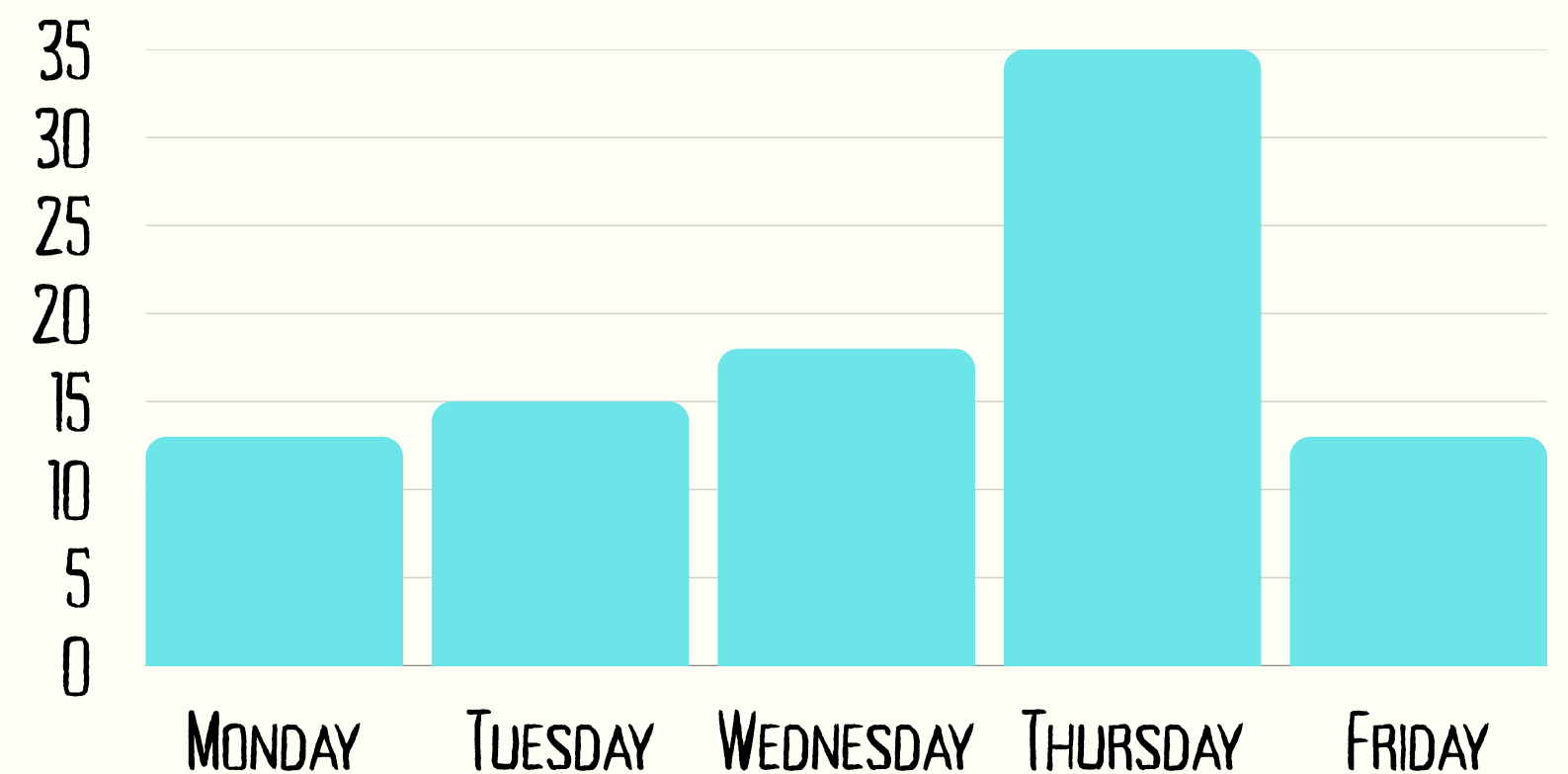
DOTW

POPULARITY

OLD SCHEDULE



NEW SCHEDULE



TRAFFIC TIMES - ARRIVAL

9AM - 11AM : LOW TRAFFIC

11AM - 1PM : MODERATE TRAFFIC

1PM - 3PM : HIGH TRAFFIC

3PM - 6PM : MODERATE-HIGH



TIME

INSIGHT

STUDENTS WOULD RATHER GO
AFTER CLASS THAN BEFORE

STATS

THERE HAVE BEEN 6 ZOOM
ATTENDANCES LOGGED, 3 ON FRIDAY
THE 31ST FOR PROJECT 3, AND 3 ON
OCTOBER 10TH FOR PROJECT 2

OF THESE THERE WERE 4 UNIQUE
STUDENTS: AUDREY R, STEPHEN S,
JIM H, HICCUP H

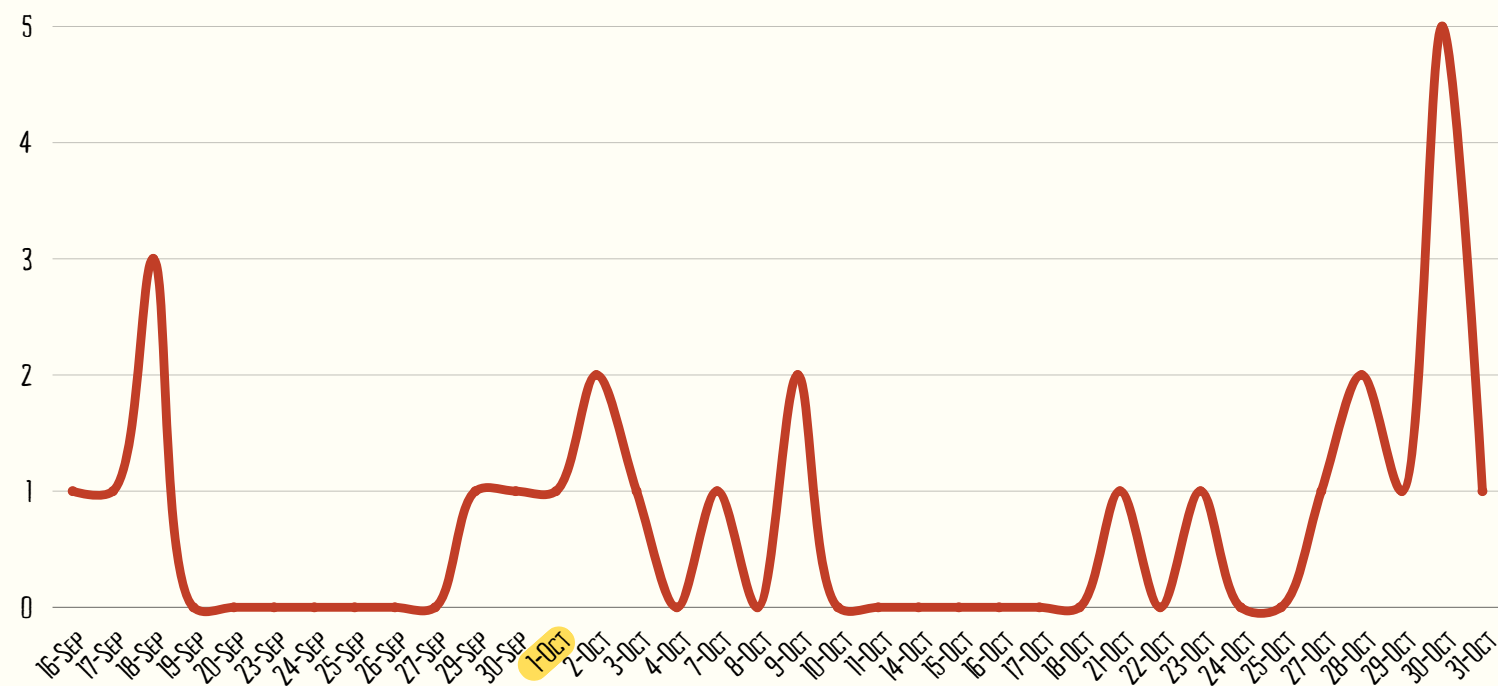


ZOOM

In Person	89
Zoom	6
Grand Total	95

DATA

301L OH ATTENDANCE



FROM SEPT 16 - OCT 31

*INCLUDES WEEK DAYS WITH 0 ATTENDANCE

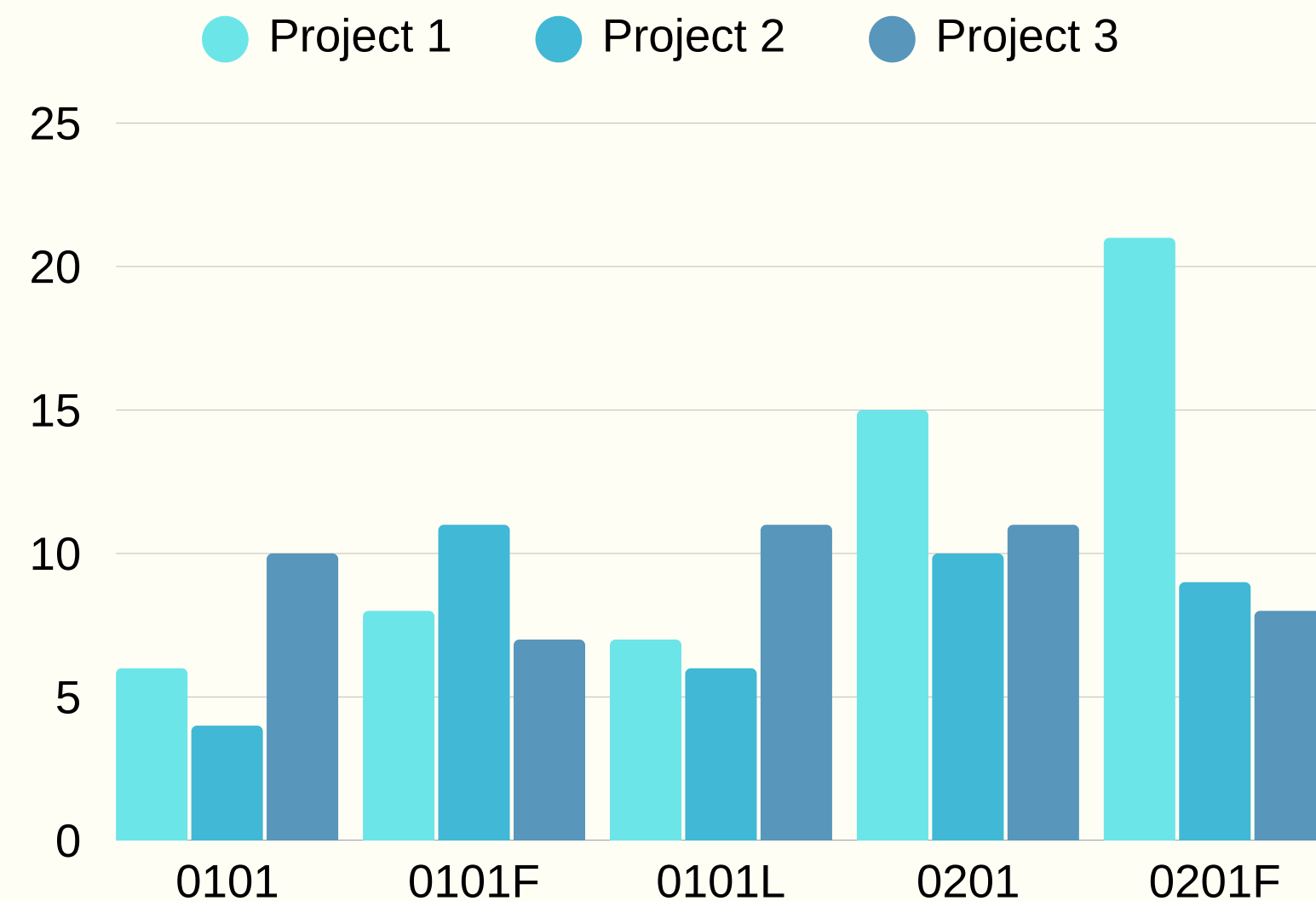
BMGT 301L

CONTEXT

- LAST DAY ALYSSA ATTENDED CLASS [EXCLUDING EXAM] WAS OCT 1ST
- 7 STUDENTS FOR P1
- 6 STUDENTS FOR P2
- 11 STUDENTS FOR P3
- 2 FOR OTHER
- 16 UNIQUE STUDENTS



DATA



FROM SEPT 8 - OCT 31

SECTIONS

INSIGHTS

- 0201F ATTENDANCE ALMOST DOUBLED FOR P3. (FIRST PROJECT AFTER ALYSSA STOPPED ATTENDING)
- 0201 AND 0201F STARTED COMING LESS AFTER P1
- 0101 SPIKED FOR P3 AS WELL



ADDITIONAL INFORMATION

- I GOT TWO EMAILS THIS WEEK ASKING IF OFFICE HOURS ON ZOOM STILL HAPPEN
- SOME STUDENTS SEEM TO THINK YOU NEED AN APPOINTMENT
- STUDENTS WAIT TILL THE LAST MINUTE FOR ASSIGNMENTS AND THEN EMAIL ME QUESTIONS ON SUNDAY
- SOME OF THE "FERB" ATTENDANCE COMES FROM THE STUDENTS ATTENDING THE ZOOM FROM 1-1:30 DURING OVERLAP



EXTRA
INFORMATION!

IDEAS

SHORT-TERM

RECOMENDATIONS

THIS SEMESTER:

- CONSIDER ASKING ISABELLA TO MOVE HIS MORNING HOURS TO HAVE FRIDAY HOURS INSTEAD
- INCREASE VISIBILITY OF ZOOM HOURS (ADJUST TA SCHEDULE TO REFLECT IT)
- REMIND STUDENTS THAT IF THEY WAIT TOO LONG THEY CAN'T GO TO OFFICE HOURS
- ADD A TA/OFFICE REVIEW SURVEY AT END OF SEMESTER



RECOMENDATIONS

THIS SEMESTER:

- CHANGE PROJECT DUE DATES TO FRIDAY?
- SET OFFICE HOURS TO BE PREDOMINANTLY 12-5PM
- KEEP AT LEAST ONE ZOOM BLOCK
- IMPLEMENT MID-SEMESTER OFFICE HOURS FEEDBACK FORM FROM STUDENTS

IDEAS

LONG-TERM





**HAPPY
HALLOWEEN**

