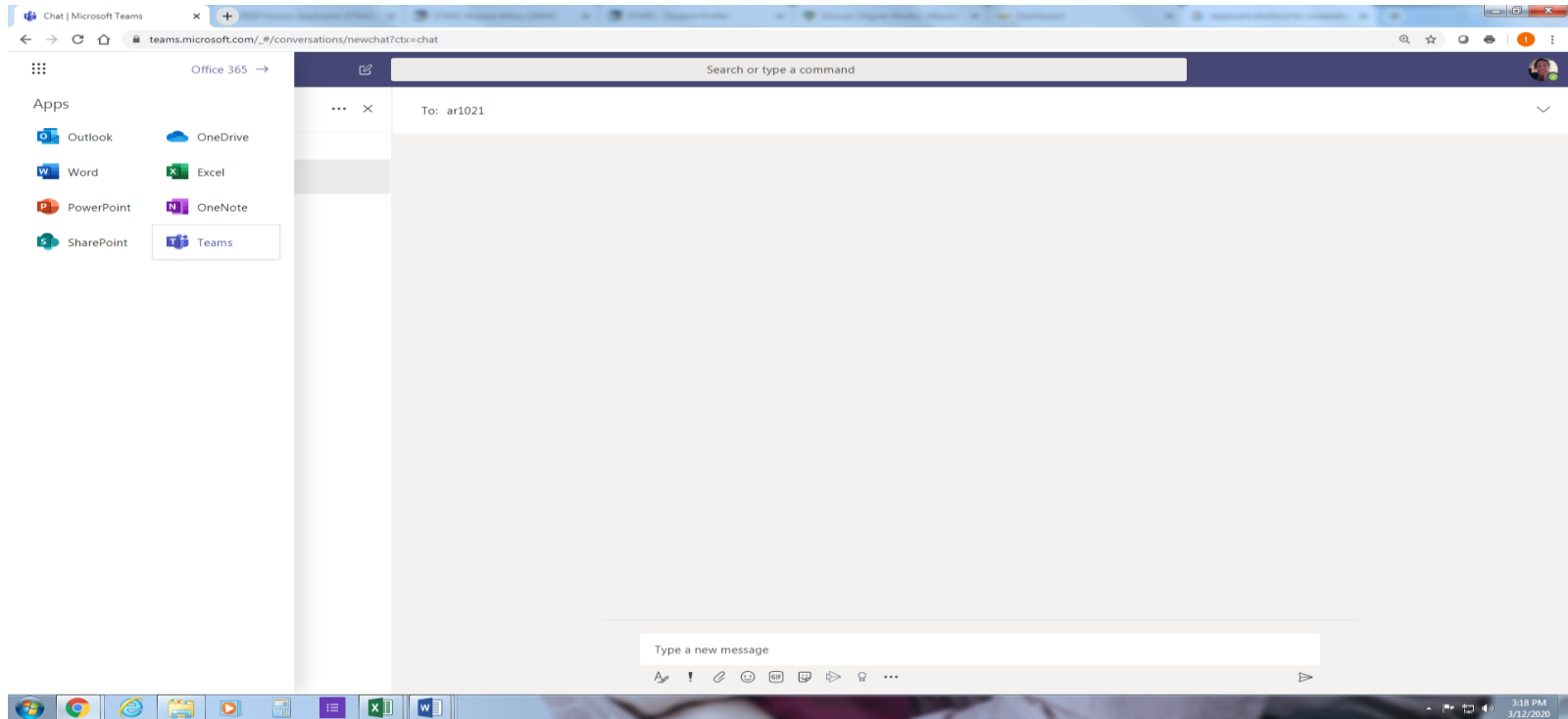


Hello Honors Students,

If you would like to chat with an Honors Advisor during open advising times, you can follow these easy steps. Please note that this will only be an option used during our adapted hybrid advising times through the end of the Winter 2020 semester. Also, please note that advisors will be able to assist you during the hours of 9am-12pm and 1pm-330pm on Mondays and Thursdays which were our regularly scheduled open advising times. If you would prefer to speak over the phone, you can call an Honors Advisor Directly.

Things you need to know to chat/talk with an Honors Advisor:

1. You will need to log into your WSU Microsoft Account. This is the only way that Honors Advisors will chat with you so that we can verify that it is you. We will also be asking you some questions at the beginning of the chat as secondary identification.
2. In the top right corner of the page you will see a square made of 9 dots, clicking on that will show you all of the options that are available to you within your Microsoft account. Teams is the bottom right option and says "Teams".

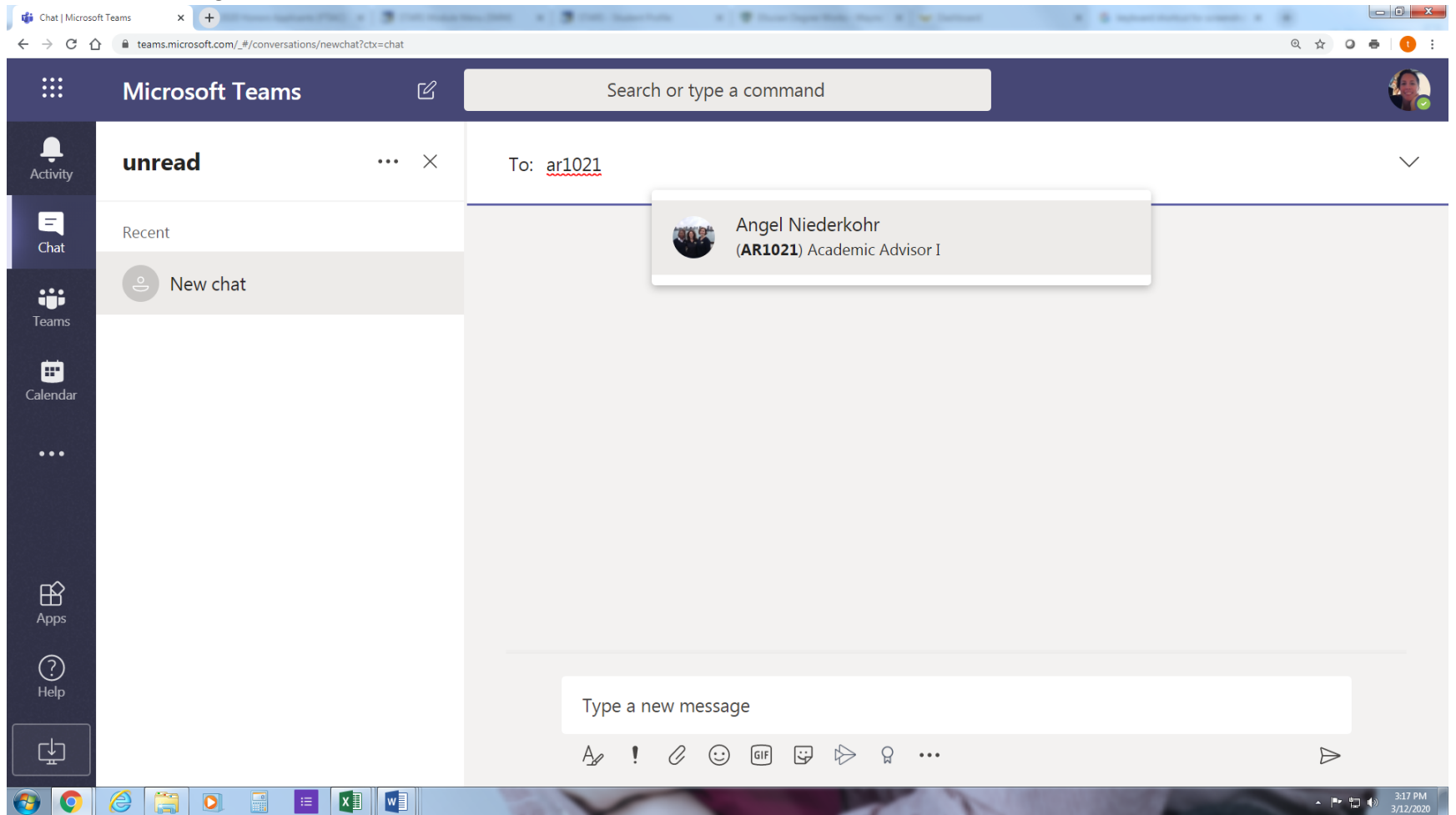


3. Once you select the 'Chat' option from the menu on the left, then you can enter in the Advisor of choice in the 'To:' box at the top of the page. Please only message one advisor at a time. Honors Advisors are:

Aundra Freeman – at3990 – 313-577-9075

Angel Niederkoehr – ar1021 – 313-577-9176

Rachel Pawlowski – fg6313 – 313-577-9177



4. If during the chat, the advisor feels that talking in person may be more helpful then the conversation may be required to continue via telephone.

5. Please note that during the chat, the Advisor may request you to look at your DegreeWorks or course registrations to assist with the conversation.
6. Honors Advisors will only have the chat feature up and running during the open advising times listed above.
7. For general honors questions, please continue to use the honors@wayne.edu email.