

# Kathryn (Kathy) Schauer – Methods Lab Coordinator, Spring 2023

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Hi all,

My role as methods lab coordinator is to help you learn how to run statistical analysis in both R and STATA. I am here to help you with questions you may have with respect to cleaning data, visualizing data, analyzing data, as well as interpreting your findings.

## **Virtual office hours**

I hold office hours via Zoom. My office hours are held during the following times:

- Monday – 9am-2pm
- Tuesday – 9am-5pm
- Wednesday – 9am-2pm
- Thursday – 3-5pm

To attend office hours, you must book an appointment through the following link:

<https://calendly.com/kathryn-schauer/officehours>

The Calendly scheduling page has the Zoom meeting information listed. Appointments are in 15-minute intervals. If you expect that your appointment will exceed 15 minutes, please book additional time slots as needed to ensure that we will have enough time to discuss your questions.

## **Expectations and other considerations**

- I want to be respectful of your time. For us to make the most of our meeting, please share details about what you wish to discuss prior to the appointment. Please share this information when you are signing up for your appointment, as there is a text box available to do so, rather than sending an email.
- Appointments are booked no less than 24 hours in advance.
- We can extend the meeting past the scheduled time, as long that the next time slot is available.
- I expect that you are mindful of your peers' time—please be sure to cancel appointments that you are no longer able to, or wish to, attend. You can cancel the meeting via the Calendly confirmation email that you received after scheduling your appointment. Please cancel your appointment through Calendly, rather than sending me an email. This ensures that that time slot will become available for other students.