

eMentors Portal Messaging Etiquette

Bad Message Example

Message (Write your message to your mentor here) *

Heyyyyyyyyyy, what's up, so what's ur job? i didnt rllly listen in class, so i don't really know how this is gonna go. Do you like ur job, it sounds kinda boring. Do you actually make any money or do you just have hella debt? I kinda stalked you on Facebook, ur dog looks rllly cute dude. We both have dogs so we should meet up at the dog park. Here's my email since this one will shut off after this thing: imawesome@myemail.com or my number is (612)555-9876. Peace out till next week dude.

The above message has many errors in it. It contains numerous spelling and grammar errors, texting language is used, and the student shared personal contact information.

Good Message Example

See below for proper formatting. This message is done correctly with each guideline being met.

Introduction: Hello/Dear _____,

Paragraph one: Answer any questions your mentor asked in a previous email. Ask them follow-up questions.

Paragraph two: Discuss the Guiding Questions in detail. Talk about how the prompt relates to your life and your experiences at school or work.

Paragraph three: Ask the mentor about his/her job and how the Guiding Questions relate to daily tasks.

Closing: Sincerely/Thank you,

Message (Write your message to your mentor here) *

Hello John,

In response to your question last week, I am involved in the Student Senate and the Varsity Baseball team. Do you have any interesting hobbies?

I was curious if you went to college after graduating from high school and, if so, which one did you attend? I'm interested in Marketing and was hoping you could give some ideas about which colleges to choose or any internships or jobs that may help me improve my college applications.

Thank you and I look forward to your next message,

Akshay