• Arrange to sit in and observe an initial consulting meeting at Purdue’s Statistical Consulting Service (SCS). The schedule of initial meetings is provided as a link on the course web page. When you find a time that works for you, email me the time and I will confirm you can attend. These meetings are held in MATH G162.

• Make sure to arrive before the meeting starts and enter the room only when the door is open. Do not knock or try to enter after the door closes. When in the room, sit in a chair along the wall and observe what happens.

• After the meeting, write up a summary of your impressions of the meeting in terms of organization and communication, making sure to point out at least two positives and two negatives you observed. This only needs to be a one or two paragraph summary. You can use the handout titled Interview Checklist to help you focus on various consulting meeting issues.