Nashville State Community College
Instructor Door Schedule Template

Instructor

- **Name:**
- **Term:**
- **School:**
- **Department:**
- **Campus(es):**

Ways to Reach Me

As a faculty member at Nashville State, I am available in-person and by appointment.

- **Email:**
- **Office Location:**
    - In-office Hours (List Days/Times/Campuses)
        - ***Note:*** List 4 or more hours per week that you will be in your office, specifying which days, times, and campuses.

    - On-campus Service to College (List Days/Times/Campuses)
        - ***Note:*** A total of 6 hours per week may be served on-campus, but outside of the office, as service to the college. List the days/times/campuses in which these hours will be served.
- **Office Phone:**
- **Virtual Office Link:**
- **Scheduling Link/QR Code for Appointments:** This may be added to the door schedule as an option for student contact and scheduling.