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# NoNnExiOn

NOVEMBER 1995

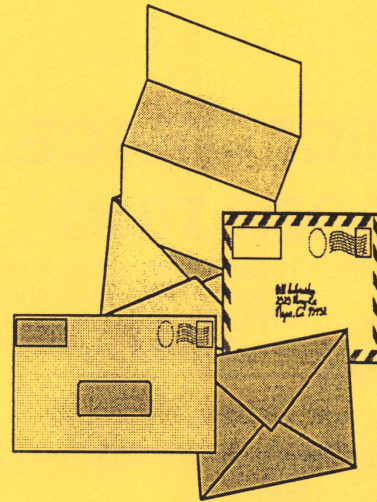
## MAIL EARLY...EVEN ON CAMPUS!!!

\* For bills and end of semester items:

the week BEFORE finals.

\* For other important flyers:

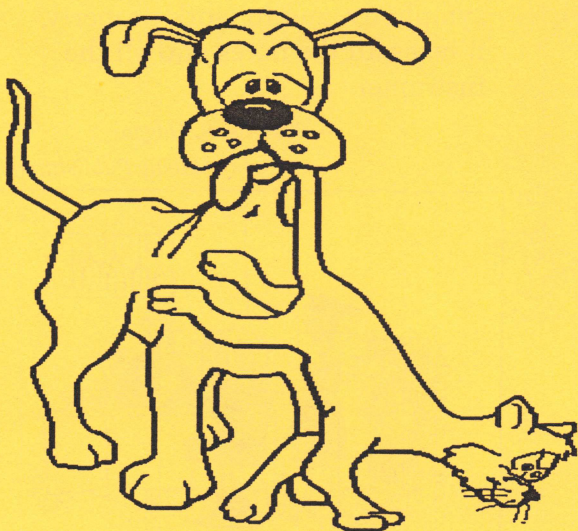
allow 2-3 days for pick up after the date the item is placed in student boxes because some students do not check their boxes daily.



## PLAN AHEAD!!!

\* When you need special supplies or paper for projects. Print Services/Supplies cannot guarantee solutions to all "need it right now" emergencies!!!

NC MAIL SERVICE NOTICE



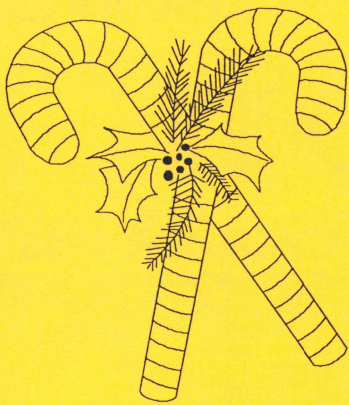
evelyn woods says:

**"DON'T GET CAUGHT** WITHOUT A TIME SHEET FOR YOUR STUDENT WORKER BEFORE THEY LEAVE FOR THE HOLIDAYS.

**DEC 20TH** IS THE CUT OFF DATE FOR THE DEC.29 PAYROLL. I MUST TRANSMIT THAT PAYROLL TO ADP ON THE 22ND. this GIVES ME VERY LITTLE TIME TO CHECK TIME SHEETS AND PREPARE THE TRANSMISSION."

Remember

- 1) Student workers time sheets to Evelyn as soon as they leave.
- 2) All other time sheets as early as possible on Dec. 21st.



## OFFICE/SPACE DECORATING

**C**HRISTMAS DECORATING TIME IS HERE AND FOR THOSE WHO WOULD LIKE TO PARTICIPATE ADMINISTRATIVE SERVICES IS SPONSORING A OFFICE DECORATING CONTEST WITH PRIZES GIVEN AT THE CHRISTMAS PARTY.

SOME CATEGORIES THAT WILL BE AWARDED ARE:

- BEST THEME
- BEST COLORS
- MOST TACKY
- MOST CREATIVE

AND THE GRANDEST OF THEM ALL:

"PRESIDENTIAL SWEEPSTAKES"

WATCH FOR MORE INFORMATION ABOUT THE CATEGORIES BUT START THE CREATIVE JUICES FLOWING.



## INsights

### Make beautiful music

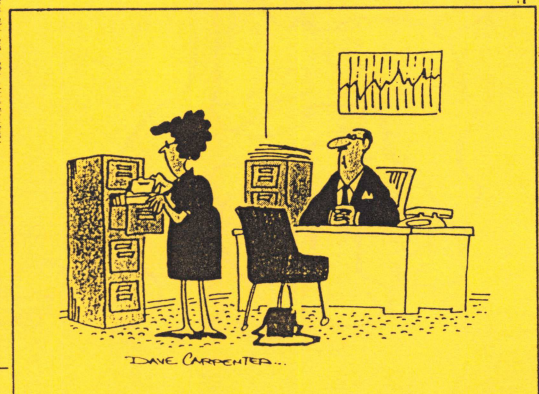
Monday. Do you look forward to the start of the workweek with excitement or a sigh of resignation? Do you think of enduring Monday through Friday so you can enjoy Saturday and Sunday? If so, your attitude could indicate a denial of your own self-importance, a belittling of your own self-worth.

None of us are unimportant or insignificant; none of our jobs or achievements are small. In the economy of your world ... there are no little people.

The president of a giant corporation may be recognized as important, but the job cannot be done without the shelves you stock, the cloth you weave, the wood you finish, the sale you make, the machinery you build, the smile you give a new customer. The company cannot survive without people like you.

Business is a vast and harmonious symphony, and to work properly, it takes all the notes and all the instruments.

— Thomas S. Haggai  
in *Today (Ideals Publishing)*



"I appreciate that you're a self-starter, Ms. Ramsey. But could you at least wait until you're hired?"