Weekly DOSE Topic: 
Teamwork & Inclusion

Tips for improving teamwork in the workplace:

- Set clearly defined goals for everyone involved
- Don’t micromanage
- Have meetings often
- Give positive feedback

Agriculture & Natural Resources Week

MSU and the College of Agriculture and Natural Resources (ANR) extends a cordial welcome to visitors to the 99th Agriculture and Natural Resources Week. The nation’s pioneer land-grand college was founded more than 150 years ago! ANR week continues to be one of the largest events of its kind in the nation. Check out the popular topics for this week [here](#).

Win 7 Reminder

IS ALL STAFF: This is a reminder to start preparing your computer for Windows 7 replacement by reading the following instructions [here](#). Please familiarize yourself as best as you can with the system before it is implemented so you have fewer questions. We appreciate it!

Fun Fact of the Day!

Here’s a Penny for your thoughts: In 1861 on this day, Abraham Lincoln was inaugurated as the 16th President of the United States!

IS Daily Events

- **IS Leadership Meeting**
  8:00 – 9:00 a.m.
  CS Conference Room

- **Closing Cards & Forwarding Addresses**
  9:30 – 11:00 a.m.
  CS Conference Room

- **Tech Team Meeting**
  10:00 – 11:00 a.m.
  IS Resource Room 131

- **HR Position Data Modeling**
  1:30 – 4:00 p.m.
  IS Resource Room 131

- **MSU Union 3D LunaTech**
  1:30 – 2:30 p.m.
  IS Conference Room 130

- **Cleaning of IS Building Spaces**
  3:00 – 4:00 p.m.
  IS Conference Room 130