**IS Daily D.O.S.E. – November 14th, 2011**

**East Lansing Weather**
54° | 40° F
Showers/Wind

**IS Daily Events**

Info Tech III Round II Interviews
9:00 - 12:00
IS Training Room 115

Outlook
2:00 - 3:00
IS Training Room 115

**Loosen Up, Lighten Up Day**

Today is a day to remind people of all the benefits of joy and laughter.

**Ways to Lighten Up:**
- Take a Mini Break
- Dance
- Exercise
- Meditate
- Turn Up the Volume
- Have a Cup of Tea

Relax – Enjoy the day.

**RHS Values**

We believe in a culture of learning and collaboration that empowers staff to achieve collectively far more than is possible for any one individual.

**Tips for Creating a Spirit of Collaboration in the Workplace**

- Accept and offer direction courteously and willingly.
- Take action to improve cooperation when dealing with problem relationships.
- Offer to help co-workers when necessary.
- Acknowledge the importance of others' opinions and ideas; accept that some people never will be completely convinced of one point of view.
- Voice personal opinions tactfully.
- Show a "win-win" state of mind and willingness to compromise.
- Handle self well in groups (i.e., do not interrupt, do not dominate).
- Share knowledge, resources, etc. to reach common goals.

**Need to relax?**

Take a break with a Chair Massage! November 15th at Wonders from 11:30-1:30
Schedule your 15 minute session by calling Health4U at 353-2596 or sending an email to health4u@msu.edu.

**Countdown to Thanksgiving**

10 days