

QUARTERLY INTEREST

Computershare

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Welcome Alamo Direct Mail Services!

Look for more information in the January edition.

Turning Work into Fun!

By Joan Thomas

Laughter is not only good medicine... it's good business. People who have fun on the job are more creative, more productive and get along better with co-workers. Humor facilitates communication, builds relationships, reduces stress, provides perspective and energizes.

Visit

<http://www.humormatters.com/articles/workplac.htm>.



To truly understand the full effect of humor, we must first define humor in the workplace. Humor in the workplace is not joke telling or the inefficient use of time. Humor does not show a disregard of respect for authority or disregard for the seriousness of the business.

Rather, humor is the realization of the value of laughter to physical and mental health; it's about being OK to laugh and allow laughter at the natural humor that occurs daily around us in our business; it's about reduced tension and stress, increased efficiency, attendance and retention. At the same time, it is just as important to recognize the dangers of inappropriate humor such as sexist or racist humor. Taken from <http://www.laughtolive.com/humor.html>.

So, how do we have "fun" at work? Here's what a few of your co-workers had to say:

- *"On beautiful sunny days, we've had our departmental meeting outside at a picnic table. Both the change of scenery and the opportunity to be in the sunshine lifted our spirits and prompted some really creative thinking."*
Mark Lambeck, Marketing Communications Manager - Transcentive
- *"I decorate my cube for the holidays and bring laughter into each day. Just today, my printer cartridge exploded...I felt like a chimney sweep in Mary Poppins! Life is too short to take things too seriously."* **Debra Abbati**, Accounting Operations Supervisor - Transcentive
- *"As a manager in my team meetings, I've started playing a game and award gas cards or "time off" coupons. The game can be as simple as fill in the letters with work-related vocabulary (i.e. _____ x _ = the word proxy). It seems to go over well and breaks up the routine of just another boring meeting!"* **Alma Menendez**, Client Service Manager - CDS

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- *"To encourage feedback from reviewers, our group manager (**Catherine Donroe**) implemented a "Getting Your Just Desserts" program where the Information Development team members distribute M&Ms when a timely document review with comments or assistance is provided to us. At one time, when reviews were flying, we had a monthly raffle with a little hoopla."* **Joan Thomas**, Senior Information Developer - Transcentive

We know there are many pro-active employee groups throughout the US that find creative ways to bring fun into their workday. Please send us your ideas to share with other US employee groups. Let's work together to make Computershare a truly fun and fantastic place to work!

Here are a few more ideas to help make working fun!

- Summer BBQs - Try talking your Management team into cooking and serving the staff and don't forget to add a few challenging "Dare" games and other contests.
- Socials - Enjoy an ice cream from the ice cream truck, make your own sundae, pizza lunch, brown bag lunch, patio party, cube warming party or other short gatherings.
- Scavenger Hunts and Contests (name the function, pumpkin carving, Halloween costume, gift exchange, etc.).

Remember, you don't always need money to have fun.

- When appropriate, you can keep e-mail communications "light." Here's one about biological warfare...I'm sure many of us can relate to this.

When: August 13th, 2004 @ 3:00 p.m.

Where: 5th Floor Kitchen

The Event: Detoxification of the Refrigerators

Several people have clearly indicated (facial expressions) that it's time again to remove all the biological warfare experiments from the refrigerators. Since I have a highly resistant immune system and my origins are still highly debatably in some corners of the office, I will again take on the task to create a safer environment for my fellow office mates.

- End your weekly staff meetings with Words of Wisdom. There are many sites on the Internet, as well as books, where you can find motivating and humorous stories to share with each other.
- Subscribe to free online newsletters. Here's a good one: Humor Power Tips is a humor newsletter with no jokes. Each issue comes to you with tips on adding laughs to your presentations and to your life. To subscribe visit: http://www.humorpower.com/articles_free.html.
- Help a charity. Coordinating a collection for a local charity always helps to improve our self-esteem and make us feel good about working at a company that gives back to the community. Think about holding a coat drive, sponsoring a child for back-to-school supplies or mentoring, contacting your local United Way, etc. Check with your local HR about joining the regional Community Service Committee.

We invite you to share how you create or have experienced fun at work - at Computershare or at any previous job. We will share the responses in the next newsletter. All submissions are due by November 30, 2004.

- How do you have "fun" at work?
- Have you experienced anything lately that was worthy of a good laugh?

- Are you or someone in your department fun to work with?
- How do you or others in your department make it that way?

To participate and receive a fun gift, send comments and/or ideas to us at employee.newsletter@computershare.com.

<http://www.computershare.com/>

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