



March 2018

Volume 9, Issue 3

NewzBreakTM

The Workplace Newsletter That's Both Informative and Fun!

Mixing in: etiquette for after work events

Off-the-clock receptions and cocktail hours are still work related, experts say, so bring your work manners even after hours. How people handle these after-work functions can make or break careers.

Dress properly. Never go too casual at 'business casual' events. Never be the worst dressed attendee at such a function.

Arrive on time. Take the lay of the land by noting the location of food, bar and amenities.

Be prepared. If alcohol is being served, eat before arriving so you won't have a drink on an empty stomach.

Choose carefully. If food is being served, choose only those foods that can be eaten with a fork or toothpick.

Work the room. Find groups of people engaged in light conversation rather than serious discussion and always ask before joining the group. Introduce yourself then listen as each participant is named. Repeat names to help memorization.

The Balance also recommends that attendees keep open body language throughout conversation, focus on listening intently, and involve everyone in the discussion. While it is acceptable to talk about non-work-related topics, remember not to bring politics, finances, gossip, or controversial issues into the mix.



I hope you enjoy this month's newsletter!

*Fred Tighe
Evolving Svc*

Hackers can take control of your computer's webcam

In the 'always on' modern age, it should come as no surprise that your computer's webcam might be on too, only without your knowledge. According to Engadget, this issue is so widespread that even the former director of the FBI, James Comey, recommended that everyone cover their webcams with tape to prevent being spied upon unaware. It might be easy to dismiss the comment as paranoid, but even high-profile Facebook founder Mark Zuckerberg has also been seen taping his laptop's camera and microphone.

There are many ways for a webcam's security to be compromised and one of the easiest is to use Remote Administration Tools (RATs) to take control of an entire system. These tools weren't created to cause mayhem, but by installing them on unwitting users through email attachments, nefarious websites, and other methods, hackers can gain full access to an entire computer while leaving no trace.

To make matters worse, some hackers have discovered that they don't have to do much at all to gain access to various webcams that have faulty or buggy software. In recent history, cameras used in home security and baby monitors have merely required a remote user to know the public IP address of the camera to gain control without even having to input a password. It is important to research any security cameras you're thinking of purchasing to look for any inherent flaws or weaknesses that could be exploited.

There are things a user can do to avoid being spied on through their devices. In addition to covering the camera, be sure to use a reliable antivirus scanner at all times and keep it up to date. Keeping operating systems, browsers, and other general software up to date is also crucial so that hackers can't gain access through unpatched vulnerabilities. As always, avoid clicking any links that you aren't entirely sure are legitimate and be wary of any email attachments that you weren't expecting.

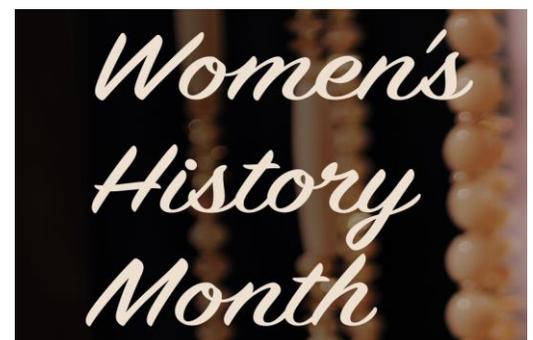
Women's History Month: Sister adventurers unlock the past

As the 19th century ended, European woman were expected to learn to read, sew, and perhaps if their station merited it, speak a little conversational French.

According to Janet Soskice, author of *The Sisters of Sinai*, twin sisters Agnes and Margaret Smith were part of this era and profoundly separate from it. Raised with a boy's education, the sisters mastered five languages in childhood and kept their own counsel -- traveling widely even without a male chaperone, marrying late in life, and causing some scandal with their insistence on exercising in their yard, clad in their bloomers. But the sisters also electrified British academia and the world with their breathtaking 1892 camel caravan to Africa where they visited the ancient mountaintop monastery of St. Catherine's and there identified and photographed one of the oldest Gospels ever found.

The sisters had no degrees, no titles, no breathless support from academics. Their extraordinary adventures -- bolstered by the Presbyterian principle that one must do something worthwhile with one's life -- were to rock British society.

They were well prepared. Having studied the extant Bible texts, the sisters learned to speak Greek, Arabic and Syriac in preparation for their trek. From other researchers they had learned of a dark closet at St. Catherine's filled with ancient texts. It was there that Agnes Smith identified and photographed the manuscript.



Do You Know...

... someone that could use our services? Perhaps a colleague, friend, family member, or networking buddy?

When a new client signs up for regular cleaning services at your recommendation; stays 6 months you will receive \$200!

If you would think of 3 or 4 people that could use our services, then don't hesitate to call them and give them our name and phone number. Be sure to have them mention your name when they call so we can send your \$200 Bonus!

Thanks in advance for your help and we look forward to sending cash your way!

Thanks a Bunch!

"Evolving Service has been our cleaning contractor for over 20 years. We are owners of several multi-tenant buildings and were looking for a service that could keep our clients happy and save us from complaints. They have more than kept us satisfied and allowed us to avoid the frequent search for a new cleaning company. I am more than happy to recommend their services." Property Manager, President, Waltham, MA

What to do in an eye emergency

Specks in the Eye

- Don't rub the affected eye.
- Flush the eye with lots of water.
- See a doctor if the speck doesn't wash out.

Cuts, Punctures, and Foreign Objects in the Eye

- Don't try to remove a foreign object stuck in the eye.
- Seek immediate medical attention.

Chemical Burns

-Immediately flush the eye with water or drinkable liquid. Open the eye as wide as possible. Continue flushing for at least 15 minutes, even on your way to seeking medical care.

-If a contact lens is in the eye, begin flushing over the lens immediately. Flushing may dislodge the lens.

- Seek immediate medical attention.

Blows to the Eye

-Apply a cold compress without pressure, or tape crushed ice in a plastic bag to the forehead and allow it to rest gently on the injured eye.

-Seek immediate medical attention if pain continues, if you have reduced vision, or if blood or discoloration appears in the eye.



"Did you ever realize that we're really drinking coffee out of large sippy cups?"

Celebrate St. Patrick's Day with a new take on an Irish favorite

The origins of the Reuben sandwich are widely contested, but it is certain that many a palate has savored the rich deli taste of the corned beef, Swiss cheese and sauerkraut-laden stack.

One story related to famed chef Craig Claiborne, by Patricia Taylor, contends that her father, Arnold Reuben, made the first Reuben sandwich in 1927 or 1928 in his New and Swiss cheese with a topping of coleslaw and Russian dressing.

Reuben Kulakofsky, a wholesale grocer and restaurateur in Omaha, made the sandwich for his poker buddies and it later appeared on the menu of the Blackstone Hotel.

While the Reuben sandwich could be Jewish or Nebraska homegrown in origin, corned beef is an Irish staple for celebrating St. Patrick's Day.

Irish Reuben Casserole

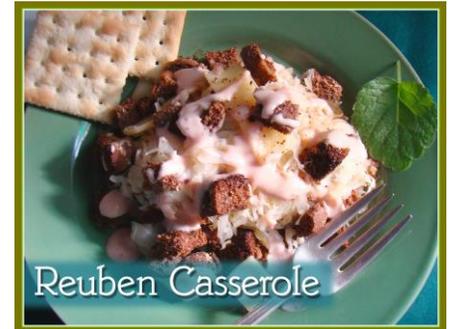
- 3 cups toasted pumpernickel bread cut into one-inch cubes
- 1 pound corned beef deli slices or slices from a boiled slab
- 12 slices Swiss deli cheese
- 1 cup sauerkraut
- 1 bottle Thousand Island dressing for garnish or condiment

Layer the bottom of a large rectangular glass baking dish with half the cubes of toasted Pumpernickel.

Layer six slices of the Swiss cheese on top. Next, add a layer of the corned beef and another layer of Swiss cheese.

Spread the sauerkraut evenly over the top of the Swiss cheese layer and spread the remaining toasted cubes of bread on the top. Bake at 350 degrees until the top layer of bread becomes firm and crusty.

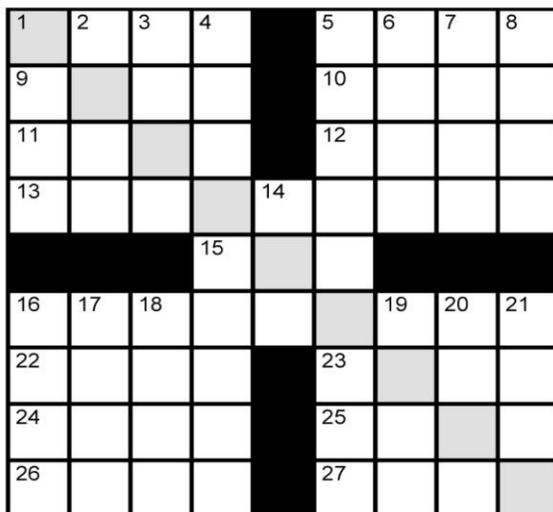
Drizzle the dressing lightly across the top and place a bowl of it on the table as a condiment. Green Goddess dressing can be substituted as the drizzle for a St. Paddy's Day touch.



Those who get it done

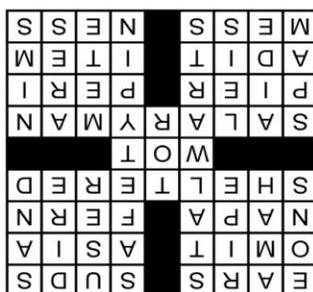
Across

1. Listening devices
5. Brewski
9. Leave out
10. Where China is
11. California wine valley
12. Office plant
13. Protected
15. Knows, in poetry
16. Japanese white collar worker
22. Dock
23. "Frasier" actress Gilpin
24. Mine entrance
25. Bit of gossip
26. Clutter
27. 1987 Costner role



Down

1. A long, long time
2. Chinese nurse
3. Ready for picking
4. Loyalists
5. Diaper fastener
6. Computer operator
7. Acute
8. Smooth, in a way
14. Craggy peak
16. Junk E-mail
17. Assistant
18. Luau souvenirs
19. Allocate, with "out"
20. Trojan ally, in the "Iliad"
21. "___ Island" (2008 film)



The headline is a clue to the answer in the diagonal.

Networking in large companies

New job? Take enough time to get acclimated but start early to build a network of company contacts.

At a firm with only a dozen employees, it is easy to meet everyone at once and get a quick read on company culture. At larger firms, networking is essential to gain a greater understanding, not only of culture, but also the business as a whole.

Many large companies have onboarding events, and these are excellent opportunities to meet fellow newcomers and veterans alike.

But after the meet-and-greet is over, most people can benefit from knowing a wider group of people within a company.

It's not about office politics -- or it shouldn't be, according to SkillSource founder Jennifer V Miller. Knowing a wide group within a large company can add value if you are willing to lend a hand where necessary.

Lunch dates are useful for meeting people. Ask peers to invite people from different departments.

Stay in touch with promotions and awards in the companies. Drop an email of congratulations, even if you don't know the person well.

When you do meet new people, encourage them to do a short infomercial on their roles.

Trivia Teaser – The Magic Touch

1. The fairy tale "Jack and the Beanstalk" features a hen that lays golden eggs and which type of magical musical instrument? a-Violin, b-Lyre, c-Guitar, d-Harp.

2. Which magician was buried in a Plexiglas coffin for 7 days in front of Trump Place and was frozen in a 6-ton block of ice for 58 hours in Times Square? a-Penn Jillette, b-Criss Angel, c-David Blaine, d-David Copperfield.

3. Magic Johnson played his entire NBA career with which team? a-Orlando Magic, b-Los Angeles Lakers, c-New York Knicks, d-Chicago Bulls.

4. Lily Tomlin provided the voice of which teacher on the animated TV series "The Magic School Bus"? a-Ms Silkowitz, b-Ms Hayfer, c-Ms Frizzle, d-Ms Sellanious.

5. In her 1948 film debut, "Romance on the High Seas," who sang the Oscar-nominated song "It's Magic"? a-Rosemary Clooney, b-Doris Day, c-Peggy Lee, d-Julie London.

6. Magic the dog appeared in TV commercials for which clothing retailer? a-Old Navy, b-New Look, c-The Gap, d-H&M.

7. Witchiepoo was the bumbling troublemaker on which 1970s kids' TV show? a-"Lidsville," b-"Sigmund and the Sea Monsters," c-"The Bugaloos," d-"H.R. Pufnstuf."

8. "Demons and Wizards" and "The Magician's Birthday" are albums of the 1970s by which British band? a-Uriah Heep, b-Led Zeppelin, c-Jethro Tull, d-Judas Priest.

9. What starred as master illusionist and amateur detective Tony Blake on the 1970s TV series "The Magician"? a-Nick Nolte, b-David Janssen, c-Christopher George, d-Bill Bixby.

10. "Simple Joys," "Spread a Little Sunshine," and "Magic to Do" are songs from which Broadway musical? a-"Pippin," b-"Godspell," c-"Barnum," d-"Damn Yankees."

- 1-d, Harp
2-c, David Blaine
3-b, Los Angeles Lakers
4-c, Ms Frizzle
5-b, Doris Day
6-a, Old Navy
7-d, "H.R. Pufnstuf"
8-a, Uriah Heep
9-d, Bill Bixby
10-a, "Pippin"

Answers to "The Magic Touch"



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An excellent rate of client retention, year after year, means we don't front-load your proposal with extra profit in the first year. Many companies do.

Getting rid of the penny

Eliminating the penny from circulation would save everyone time and money, according to the Brookings Institute. As recently as the 1940s a penny had the purchasing power of about 66 cents of today's money and allowed stores to price a lot of cheap goods at that denomination. Fast forward to the year 2018 and almost nothing can be bought for a penny. They take up space in registers and pockets and create unnecessary wastes of time in the checkout line.

More egregious is that pennies currently cost about two cents to make at today's costs, so the government and taxpayers are effectively losing money with every minted coin.

We provide service to the following types of buildings:

- Commercial Office Buildings
- Bio Tech Facilities
- Banks
- Schools & Day Care Facilities
- Manufacturing Plants

You never know what doors are going to open up and why they are going to open up. You've got to be ready to walk through them.

~Lester Holt

Food delivery options for busy families

Don't you hate it when your back aches, your energy is down, and what you really need is a good meal?

But who wants to cook then?

For those days, it is meal delivery to the rescue.

A host of new meal delivery services have popped up in recent years, catering to tastes from foodie to traditional. And while nothing will equal your pot roast, sometimes having a meal finished and ready to heat is just the ticket.

Rather than merely shipping canned foods and other ready-to-eat meals, meal delivery services today are offering an impressive lineup of meals to choose from as well as the flexibility of working around dietary restrictions such as paleo, vegetarian, or low carb. One such company, Freshly, has meal plans ranging from four to 12 meals per week. These meals are freshly cooked, packed in special refrigerated boxes, and arrive at the door ready to store or heat and eat.

If you live on the East or West coast, chances are you can get gourmet meals from Munchery delivered as microwavable meals.

Nationwide, people in most areas can order gourmet kits from Plated.

If you hate to shop, but don't mind cooking, lots of new choices await. Dozens of meal kit companies have popped up in recent years. They work by letting you choose the dishes you would like to cook. Then they send all the ingredients, right down to the spices, neatly sorted out. Follow the directions, and you have a home-cooked dinner in under 30 minutes. It's a fun way to share dinner with a friend, too.

There is truly a dazzling array of choices out there in this category. Fans of comfort food and southern cooking should try PeachDish.

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