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LINDENWOOD DIGEST

CAMPUS NEWS & EVENTS
ST, CHARLES, MO

Today's Headlines

December 4, 2018

Workday Tip

Tax season is almost here! Help save paper by opting to receive your W2's electronically. All it takes is 4 simple steps.

1. Log in to Workday and select the *pay worklet*
2. Under my statements, click *tax documents*
3. Click *edit* under the printing election
4. Select receive an *electronic copy of my year-end tax documents* and submit the changes!

Once W2's become available, employees will simply need to access Workday in order to view, print, or download their W2s. Belleville employees will need to opt-in for both companies listed.

Need help? Click [here](#)! Or feel free to contact the HR Office at ext. 2577.

Academic Technology Services Training Sessions

Academic Technology Services will be doing Zoom training sessions during the following dates and times:

Lindenwood University – St. Charles Campus

Location: Harmon Hall, Room 254

Date and Times:

Thursday, Dec. 6

Noon - 1:15 p.m.

1:30 p.m.-2:45 p.m.

3 p.m.-4:15 p.m.

Lindenwood – Belleville Campus

Location: Room L117

Date and Times:

Friday, Dec. 7

10 a.m.-11 a.m.

2 p.m.-3:15 p.m.

3:30 p.m.-4:45 p.m.

[Read more](#)

Discount on Harlem Globetrotters Tickets

The Harlem Globetrotters are coming to St. Louis on Dec. 8 with shows at 2 p.m. and 8 p.m. at Enterprise Center. For information on discounts, see the [flier](#).

International Student Welcome Bags

International student orientation begins Wednesday, Jan. 9 with most students arriving to campus on Tuesday, Jan. 8.

Since food service does not begin until the day after their arrival, the SASS office would like to create welcome bags consisting of small food and drink items.

If you would like to donate snack items, please contact Penny Bryant at pbryant@lindenwood.edu or drop off your items in the SASS office located in the LARC, suite 346 no later than Wednesday, Dec. 19. Thank you!

NaNoWriMo Challenge Results

Many members of the Lindenwood family—students, faculty, and alumni—took up the [NaNoWriMo](#) (National Novel Writing Month) challenge to produce a 50,000 word novel over the course of November. The group shared their progress on the event's website and participated in "Write-In" sessions in the Library and Academic Resources Center organized by the Creative Writing Club, the Writing Center, the Schools of ADP and Humanities, and the library. By the end of the month, 7 Lindenwood WriMos succeeded in meeting the 50,000 word benchmark, and the combined output of the entire Lindenwood team was 724,888 words. For comparison, that's far more words than appear in Leo Tolstoy's *War and Peace* (587,287), and just a tad shy of the word count of the King James Bible (783,137).

Thies Presents at Emporia State University and MidRivers Ethical Society

Jeanie Thies, School of Humanities, was a speaker at Emporia State's University Governance, Law & Economics Lecture Series on Oct. 17. She presented on "Challenges of Implementing Evidence-Based Reforms in Criminal Justice. Dr. Thies also presented to the Mid Rivers Ethical Society on "Myths Misconceptions and Challenges in Contemporary Corrections" on Nov. 4.

Food Service Hours for Winter Break

Please see the linked [flier](#) for food service hours over winter break.

Excused Absences

Please excuse the following students on Friday, Dec. 7, 2018 from 7:30 a.m. - 10 p.m. to participate in the Fall 2018 fashion shows. [Read more](#)

Previously in The Digest



SPECIAL LIBRARY HOURS FOR FINALS!
December 2 - December 13

Sunday	2:00 p.m. - 2:00 a.m.
Monday through Thursday	7:30 a.m. - 2:00 a.m.
Friday	7:30 a.m. - 8:00 p.m.
Saturday	9:30 a.m. - 10:00 p.m.

The Media Center and Gaming Lab will still close at midnight

F.I.N.A.L.S
WE'LL BE THERE FOR YOU



Finish Strong Students!!!

It's finals time and Academic Technology Services is here to help with your final needs. Stop by **December 4th** and **December 5th** from **2:30pm-4:30pm** located outside of LARC Suite 325!

 follow us @LindenwoodATS

Evans Commons Rec Center & Third Floor Track Finals Week & Winter Break Hours

December 8-9	10:00 A.M.—10:00 P.M.
December 10-14	7:00 A.M.—9:00 P.M.
December 15-16	CLOSED
December 17-21	7:00 A.M.—7:00 P.M.
December 22-January 1	CLOSED
January 2-4	7:00 A.M.—7:00 P.M.
January 5-6	CLOSED
January 7-11	7:00 A.M.—7:00 P.M.
January 12	CLOSED
January 13	12:00 P.M.—10:00 P.M.


LINDENWOOD UNIVERSITY
CAMPUS RECREATION


LINDENWOOD
REAL EXPERIENCE. REAL SUCCESS.



Support the Make-a-Wish Foundation at MOD Pizza Day

Please join the Student-Athlete Advisory Council in supporting the Make-a-Wish Foundation at Mod Pizza on Wednesday, December 5. Eat at MOD in University Commons any time that day and 20 percent of your proceeds will go directly to supporting the newly combined Make-A-Wish Kansas and Missouri chapter.

Be sure to show [this flyer](#) or mention your support of Make-A-Wish at checkout. Online orders will not count towards this fundraiser, so head across the street to eat at MOD!

Santa Needed for Christmas Walk

We've lost our Santa for the Christmas Walk and are in desperate need for someone to fill this important role! Christmas Walk will be held on Sunday, Dec. 9, from 4-7 p.m. on the Heritage side of campus. If you are available to serve in this role, please contact Ethan Miller at emiller1@lindenwood.edu or Rachael Heuermann at rheuermann@lindenwood.edu as soon as possible. Costume will be provided!

Volunteers Needed for Late Night Breakfast

Lindenwood Campus Activities Board and Pedestal Foods would like to invite St. Charles faculty and staff to come help with Late Night Breakfast on Monday, Dec. 10, from 10 p.m. to midnight. We are seeking 15-20 faculty, staff, adjunct instructors, and administrators from the St. Charles campus to serve breakfast to the students during this finals week study break. Volunteers will receive a free Late Night Breakfast t-shirt and breakfast, of course! If you would like to volunteer, please contact Angie Royal at aroyal@lindenwood.edu. Thank you for all that you do for our students!

Free Tax Tool Available

With the legislative changes to our tax laws this year, many of you might be wondering how it will affect you when you file your 2018 taxes. For the curious and/or brave, the IRS created the "Paycheck Checkup" withholding calculator, <https://www.irs.gov/individuals/irs-withholding-calculator>, which you can use to forecast your income taxes for the year.

The IRS encourages everyone to use the Withholding Calculator to perform a quick “paycheck checkup.” This is even more important this year because of recent changes to the tax law for 2018. The calculator helps you identify your tax withholding to make sure you have the right amount of tax ...

You will need your most recent pay stubs from Workday (“Pay” worklet -> My Statements -> Payslips), and a copy of your 2017 Federal Income Tax return to complete the checkup.

The IRS recommends this for any and all employees, but particularly for the following:

- Two-income families
- People working two or more jobs, or who only work for part of the year
- People with children who claim credits or deductions, such as the Child Tax Credit
- People with older dependents, including children age 17 or older
- Anyone who itemized their deductions in 2017

The data entered is not saved, captured, or used in any way by the IRS, and will auto-delete once you are finished and exit the summary page. If your results indicate it would better serve your financial needs to adjust your personal tax withholdings, you can do so immediately in Workday (“Pay” worklet -> View/Update Elections -> Withholding Elections -> Update).

Nominations for Martin Luther King Jr. Leadership Awards Now Open

The Lindenwood University Diversity, Equity, and Inclusion Task Force announces our second annual Martin Luther King, Jr. Leadership Awards. We seek the nomination of individuals who embrace creativity, leadership, scholarship, and/or service towards an outcome intended to positively impact the Lindenwood community, with particular emphasis on such activities as they relate to the core values of diversity, equity, and inclusion at the heart of our task force's work. Nominees can be students, faculty, staff, and/or administration. The deadline for nominations is December 7, 2018. The link to the nomination form is [here](#).

Student Research Conference Submissions Now Accepted

It is that time of year again, everyone: The [2019 Student Research Conference submission portal](#) is open and is accepting faculty recommendations and student submissions.

Students who are working on or who have completed original research papers or creative projects can be nominated by a faculty member to participate in the Student Research Conference. Students can either display a poster or give a presentation of their work at the conference. [Read more](#)

Recent Editions

- [The Digest Archive](#)
- [Belleville Digest Archive](#)

Events and Deadlines

- **Dec. 4:** [Tariffs and Trade, 11 a.m. - noon, Dunseth Auditorium, Harmon Hall](#)
- **Dec. 4-6:** Winter Music Series, 7:30 p.m. [More information](#)
- **Dec. 7:** [Fall Fashion Show, Emerson Black Box Theater, Noon](#)
- **Dec. 7:** Technology and Teenagers, 2-3 p.m., LARC Room 09 [Register here](#)
- **Dec. 9:** [Christmas Walk, 4-7 p.m.](#)
- **Dec. 17:** [Active Shooter 4E's Training](#), 9-noon
- **Dec. 20:** [Active Shooter 4E's Training](#), 1-4 p.m.

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