

LINDENWOOD
UNIVERSITY

DIGEST

EMPLOYEE NEWSLETTER



July 3, 2024

CAMPUS-WIDE NEWS BROUGHT STRAIGHT TO **YOUR INBOX.**

GOOD MORNING LINDENWOOD LIONS!

See You at Riverfest!



Are you heading to **Riverfest** this week?

The event takes place July 4-5, from noon-10 p.m. in Frontier Park. The event features live music, great food and drinks, children's activities, and more! While you're making the most of the celebration in Frontier Park, be

sure to visit the Lindenwood University tent to see some familiar faces and pick up your Lindenwood swag.

LATEST NEWS

[Read Campus News](#)

STAY CONNECTED

[Join LindenConnect](#)



Important Policy Updates

Please review the updated [Non-Fraternization](#) policy and make sure to read the new [Workplace Violence and Bullying](#) policy. These policies and more can be found on the list of [Employee Policies](#) and in Workday's Useful Links.

Lindenwood Repeats as a College of Distinction

Congratulations! Colleges of Distinction has released the 2024-2025 lists, and Lindenwood was recognized in several categories:

- Affordability
- Business (academic)
- Career Development
- Education (academic)
- Equity and Inclusion
- Military Service



Recognize Employees Who Live Out Lindenwood's Core Values!

Use the [link](#) under the "Announcements" section on your Workday home screen to access the form that allows us to recognize employees that we see living out LU's core values.

Value: We thrive together.

Professor Paula Nunning is a great example of; "SERVICE BEFORE SELF", and "EXCELLENCE IN ALL WE DO".

View all of the [submissions](#) that recognize employees who live out our values.

[Submit Your VIP Moment](#)

LINDENWOOD

U N I V E R S I T Y

LEARNING ACADEMY

Anthology Training: Intermediate Reporting Tools

July 10, 10-11 a.m.

Lindenwood Learning Academy, LARC 009

This training will teach attendees about various default and custom reports in Anthology, what built-in search and filter options in the reporting screen mean, the abilities and limits of the groups functionality, and how to use Excel tools—such as pivot tables and VLookUp—to merge data from multiple reports and enhance their reports. Attendees should have access to reports in Anthology and should bring their laptops to engage in examples and walk-throughs. Due to the sensitive nature of the data being manipulated, this session cannot be recorded. **This workshop is for campus leaders with access to the reporting tools in Anthology.**

[Register](#)

Get Started with Copilot for Microsoft 365

In this [course](#), delve into how Copilot for Microsoft 365 can streamline communication and power up your content creation. This learning path, crafted to be both practical and enlightening, spans three key modules. These modules will walk you through the basics of Copilot for Microsoft 365, showcase its versatility across various Microsoft 365 applications, and offer advice on maximizing its potential. Designed with all professionals in mind, this beginner-friendly course requires no previous AI expertise.



SUMMER HOURS

LARC/LIBRARY SERVICES

- Wednesday, July 3: 8 a.m.-3 p.m.
- Thursday, July 4: Closed
- Friday, July 5: 8 a.m.-5 p.m.
- Saturday-Sunday: Closed

EVANS COMMONS REC CENTER

- Wednesday, July 3: 8 a.m.-3 p.m.
- Thursday, July 4: Closed
- Friday, July 5: 8 a.m.-6 p.m.

- *Due to the holiday weekend, Evans Commons Rec Center hours are subject to change.*

LU BOX OFFICE

- Wednesday, July 3: 8 a.m.-3 p.m.
- Thursday, July 4: Closed
- Friday, July 5: 8 a.m.-4 p.m.
- Saturday-Sunday: Closed

CLOSED FOR SUMMER

- Starbucks
- Boyle Family Art Gallery

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