

**Good afternoon, USC!**

**Here are your updates for the week of November 2nd-6th**

**Business Cards:** The Promotions team has been working diligently to get all of the business cards ready. Please see attached a link to view your business card to ensure all of the information is correct:

<https://drive.google.com/file/d/1ganNWgDauEI8TFo7LXmLQd6NDSkUPBeP/view?usp=sharing>

The backs of all of the cards are the same, so we have only provided a proof of the one side with your information on it. If you have any changes for your business card please message Maja and Nick by Friday at 4:30. If you would like changes to your QR code please message Kate.

If we do not hear from you by Friday we will be going ahead with printing the cards for those who wanted them printed. Everyone will receive a digital copy of their business card.

**Departmental Updates:**

**PEOPLE AND DEVELOPMENT:**

**EAP:** Please be advised that the Employee Assistance Program intake phone number changed on October 22nd to the following number - 1-844-864-8343. Please contact Andrea for any questions and for further information.

**Mental Health First Aid:** Please find attached an information sheet regarding an upcoming Mental Health First Aid course facilitated by Mental Health First Aid Canada. Please contact Andrea if you have any questions or would like to register.

<https://drive.google.com/file/d/17q-RRBs5rpunOpXZz2lwyxJH8aZ48bvX/view?usp=sharing>

**COVID-19 Information: SwipedOn:** If you do not have a cell phone that supports the Swipedon app, we wanted to let everyone know that you can also login on the iPads located in the new USC InfoSource or outside the main office.

**Wellness Program:** Just a friendly reminder that if you would like access to a Headspace account you can enroll for free using this link! Headspace is a wonderful app that has guided meditation sessions, workouts, podcasts, and playlists created to help you focus while doing work! <https://work.headspace.com/universitystudentscouncilofwesternuniversity/member-enroll>

**FINANCE** October documents needed ASAP. Included are PT Payroll submissions for OCT 16-31. We need your help to close OCT 2020 with all entries posted. Thank you in advance.



Budget season is here!!

#### **PROMOTIONS PRINT PRODUCTIONS:**

Promotions Print Production is now open and will be available Monday through Thursday, 10AM to 4PM. We are closed Fridays. Print Production will continue servicing USC staff and operations, faculty councils, and USC ratified clubs. Pickup will be located within USC InfoSource, and payment can be processed using account lines or our e-commerce portal. Please email [print@westernusc.ca](mailto:print@westernusc.ca) for all your printing needs! Poster Patrol is still accessible through our [website](#).

#### **INFORMATION SYSTEMS**

Time to wrap up another October Cyber Security Awareness Month....

Statistics Canada just [released some results](#) from a [survey](#) they had sent out to investigate how the pandemic has impacted Canadian's cyber security and online behaviours. Here are a few highlights...

- More than 4 out of 10 Canadians (44%) indicated that they had spent more money online on technology, including computers, laptops, smartphones and tablets, since the onset of the pandemic.
- Just over 4 in 10 respondents are spending more time on social media and messaging services (41%) since the onset of the pandemic, while only 3% spent less time. Young Canadians aged 15 to 34 (57%) were most likely to have increased their use of social media and messaging services, while seniors aged 65 and older (18%) were the least likely to have done so. Almost half of Canadians (46%) have increased their use of free streaming video services such as YouTube.

- Just over 4 in 10 Canadians (42%) experienced at least one type of cyber security incident since the beginning of the pandemic, including phishing attacks, malware, fraud and hacked accounts.
- Just over one-third of respondents (34%) received phishing attacks since the start of the pandemic, while 14% of respondents reported at least one phishing attack related to COVID test results, a potential cure for the virus, or about the Canada Emergency Response Benefit.
- Just over one-third (36%) of those reporting at least one cyber security incident experienced a loss as a result of the incident. Among those who experienced a loss, the most common were a loss of time (87%), followed by loss of data (13%) or financial loss (13%).
- Just over one-fifth (21%) of Canadians said they had increased restricting or refusing access to their geographic location or refused the use of personal data for advertising purposes since the onset of the pandemic. Of those Canadians that restricted access to their geographic location, the majority (77%) did so because of a greater awareness of cyber security risk, not as a result of work directives or advice from friends and family.
- Canadians also took specific steps to protect themselves when they were shopping online. Of those that shopped online, almost half (47%) did not allow websites to remember credit card information.
- With the increased reliance on technology during the pandemic, many Canadians have found themselves helping others navigate new technology to communicate or access resources. Younger Canadians were most likely to provide assistance, with almost two-thirds of those aged 15 to 34 (63%) and 35 to 49 (64%) helping someone navigate digital technologies.
- About 12% of Canadians helped young children under the age of 11 navigate digital technologies, while 23% helped someone over the age of 65.
- Over one-third of Canadians who helped others with technology stressed the importance of strong passwords or passphrases (37%), keeping passwords or passphrases private (35%), spotting phishing attempts (36%) and avoiding misinformation (37%).

## **RESERVATIONS & BUILDING SERVICES**

### **Requests for Services**

To better streamline the process of submitting general work requests such as fixing environmental issues (lights, heating, cleaning) with your office, having something put up your office or department, requesting items to be built, moved or disposed of etc., we have set up an email - [workorders@westernusc.ca](mailto:workorders@westernusc.ca). That way your requests can be better triaged, tracked and work assigned to the appropriate personnel or department. Please email Sue with any questions.

### **Springett Tunnel Closure- October 30 - November 6th**

A heads up that the Springett Tunnel will be closed October 30th to November 6th