



WORKING INTO THE WILD

EMPLOYEE SURVIVAL GUIDE

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A man with a beard and long hair, wearing a plaid shirt and light-colored pants, is sitting on a green train car. The train car has the number '142' on its side and the text 'FAIRBANKS CITY TRANSIT SYSTEM' below the windows. The background shows some greenery and a clear sky.

142

If you want something in life, reach out and grab it.

Jan Burres

Your corporate iPad's thief

A wolf is standing in a dark, wooded area. The wolf is facing slightly to the right but looking towards the camera. The background is filled with dark, tangled branches and foliage. The ground is covered with dry leaves and twigs. Overlaid on the image is the text 'FIELD BRIEFING' in large, white, bold, sans-serif capital letters. Below this, in a semi-transparent dark rectangular box, is the text 'What is going on here?' in a white, italicized, serif font. In the bottom right corner, there is a small black box containing the white text '3.1'.

FIELD BRIEFING

What is going on here?

FIELD BRIEFING

- London office moved to a temporary location
- Duration: 4 month
- We'll have dedicated offices...
 - ...but in a shared tenancy setup
 - shared spaces: Kitchen, Toilets, Meeting rooms...

A close-up, high-contrast photograph of an owl's face. The owl has large, intense red eyes with black pupils. Its feathers are a mix of light and dark brown, creating a textured background. The image is darkened to serve as a backdrop for text.

SURVIVAL GUIDE

Keep your eyes peeled

SURVIVAL GUIDE

- Identity badge
- Meeting rooms
- Network access
- Escort visitors
- Privacy filters
- Clear Desk Policy
- Secure disposal
- Printing
- Why so much fuss?

A photograph of four calves in a barn setting. The calves are white with brown patches. They are wearing yellow identification tags on their ears. The tags have the number 2210, 2233, 2226, and 2240. The text 'IDENTITY BADGE' is overlaid in white, bold, sans-serif font. Below it, the text 'Wear it at all time' is overlaid in a smaller, italicized, white font. The background is dark and out of focus.

IDENTITY BADGE

Wear it at all time

IDENTITY BADGE

- We will have multiple, separate offices
- The floor will be shared with other tenants
- Need to know if someone in an office is from Kindred
- **We dare to challenge**...unknown wanderers

A group of deer in a field, with one standing and looking towards the camera. The image is dark and moody, with the deer appearing as silhouettes against a slightly lighter background. The text is overlaid on the image.

MEETING ROOMS

Don't forget anything there after you meet

MEETING ROOMS

- Room will be shared with other tenants
- You won't have a Kindred computer available
- Be careful not to leave printed document here
- Use the curtains



NETWORK ACCESS

Someone else network is risky network

NETWORK ACCESS

- Network connection will be shared with other tenants
- Act as if you were working in public spaces
 - VPN connection at all time

ESCORT VISITORS

From start to finish

ESCORT VISITORS

- Reception will be managed by WeWork
 - Your visitors will have to register upon arrival
- Please come pick them at the entrance
- Refrain from letting them go into our dedicated offices
 - unless necessary
- Prefer external meeting rooms

A black and white photograph of a cat looking out a window at night. The cat is standing on its hind legs, looking up at the window. The window is multi-paned and has a wooden frame. The wall is made of brick. The scene is dimly lit, with light coming from the window. The text "PRIVACY FILTERS" is overlaid in the center of the image.

PRIVACY FILTERS

Don't let strangers have a peek

PRIVACY FILTERS

- Privacy filters prevent people from looking over your shoulder
- It dims the screen a little
 - Don't hesitate to adjust brightness
 - But please, leave them on



CLEAR DESK POLICY

Stash away everything!

CLEAR DESK POLICY

- Lock your computer when you leave your desk
 - Yes, even if it is "just for 2 minutes"
 - WIN+L will do the trick
 - CTRL+ALT+SUPPR works too
 - For mac: Shift+CTRL+Power

CLEAR DESK POLICY

- Don't leave assets unattended
 - Take valuable belongings with your
 - Or stash them in a locked cabinet
 - Same goes for anything holding sensitive data (prints, laptops...)

A dark, moody photograph of a dead, gnarled tree with several vultures perched on its branches. The background is a solid dark grey. The text is overlaid on the image.

SECURE DISPOSAL

One's man trash is another man's treasure

SECURE DISPOSAL

- Dispose of printed documents securely
 - Put them in a secure bin
 - Or shred them
- This prevents dumpster diving



PRINTING

*Love last forever but ink last 6 months
longer*

PRINTING

- Printers won't ask you to badge to start printing
 - Go pick your prints immediately
- If you find unattended Kindred prints
 - Give them to their owner if you know him...
 - ...shred them if you don't



THAT'S ALL FOR TODAY

A man with dark, curly hair and a beard is looking out of a window of a train car. The train car is light blue and has the number '142' on its side. The background is a snowy, hilly landscape. The text 'TAKE AWAY' is overlaid in large, white, bold letters.

TAKE AWAY

"Happiness is only real once shared"

...happiness people, not corporate assets!

TAKE AWAY

- Don't leave anything unattended in shared space
 - Prints, Laptops, etc.
- Challenge anyone you don't recognize in dedicated space
 - Unless they have a Kindred badge of course
- Don't leave doors open and lock your computer

A photograph of a forest with a tree trunk in the foreground. The tree trunk has a vertical strip of blue paint and several red dots or marks. The background shows other trees and a forest floor covered in brown leaves. The text "ANY QUESTIONS?" is overlaid in white, bold, sans-serif font.

ANY QUESTIONS?

ANY QUESTIONS?

*Did you choose a clickbait title...
...just to make us attend?*

Yes.

Anything else?

BONUS

[https://www.youtube.com/embed/u5-jgkAEAu8?
rel=0&controls=0&showinfo=0](https://www.youtube.com/embed/u5-jgkAEAu8?rel=0&controls=0&showinfo=0)