Welcome to

SYSIFUS CORP

Pushing our way to the top

New employee
Welcome manual

SYSIFUS CORP

Welcome to Sysifus Corp!

When we started this company 50 years ago, we never dreamed it would become the multinational, award-winning, and industry-leading powerhouse it is today.

You are now an integral cog of our great company. We chose you for your achievements, your background, and, most importantly, your unyielding desire to push to the top--no matter the cost.

Welcome to Sysifus Corp--where we are always pushing our way to the top!

Signed,

The Bosses

The Bosses

What's included

You will find all the necessary tools for you to succeed in this welcome package. Notify your manager at manager@sysifuscorp.com if you have any questions or concerns.

Office Board

New Hire Orientation
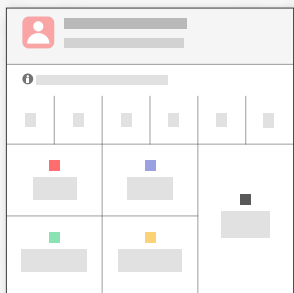Performance Review
(1 card)

3 Boss Cards

Project Cards
(25 cards)

Office Politics Cards
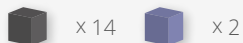(100 cards)
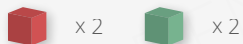
Certificates of Achievement
(12 Cards)

4 Employee Tokens

4 Company
Influence
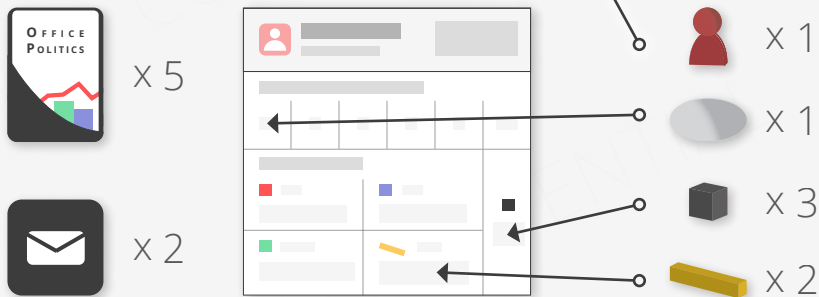Trackers

x 14   x 2

x 2   x 2

20 Workhour
Tokens

8 Memo
Tokens

4 Employee Datasheets

Office layout

Certificates of
Achievement
face-up
(Optional)

Office Politics Deck
x 40

Projects Deck
x 25

Each employee receives...

OFFICE POLITICS x 5

x 2

x 1

x 1

x 3

x 2

Setup for your first day at work

1. Set out materials according to the office layout on the previous page.
    ◊ Make an Office Politics Deck (10 different cards, 4 copies of each). Set aside the remaining cards. See page 18 for a list of recommended cards.
    ◊ Shuffle the Office Politics Deck and the Projects Deck separately. Leave some space for the discard piles.
    ◊ - **Optional** - Place Certificates of Achievement face-up besides the Bosses.

2. Each employee receives...
    ◊ 5 Office Politics Cards (🖌)
    ◊ 2 Project Cards (✉)
    ◊ 1 Employee Datasheet
    ◊ 1 Employee Token
    ◊ 1 Company Influence Tracker (⬭)
    ◊ 3 Black Workhour Tokens (⬛)
    ◊ 2 Memo Tokens (🖍)

3. Each employee places...
    ◊ their Employee Token onto the New Hire Orientation Card.
    ◊ onto their Employee Datasheets...
        ◊ a Company Influence Tracker (⬭) on 0 in the Company Influence section.
        ◊ 3 Workhour Tokens (⬛) in the Unused Hours section.
        ◊ 2 Memo Tokens (🖍) in the Memo section.

4. Whoever has the least unread (or total) emails in their personal inbox starts first. Employees then take turns clockwise.

How to win at this company

The first employee to visit all 3 Bosses before returning to the Performance Review will receive the **coveted promotion**.

1. How do I visit the Bosses?
You must work on various Projects and build your **career path** to the Bosses.

2. Where is the Performance Review held?
The Performance Review is held at the same location as the New Hire Orientation.
Flip the New Hire Orientation card over after everyone has left.

3. Is there a specific route I have to take?
No, your career path is determined by you. You can visit the Bosses in any order you wish.

4. What if I don't want the promotion?
Then please throw this package away as you are officially terminated from the company.
We do not need underachievers like you.

Projects

Place **Project Cards** (✉) to build your career path to the Bosses and back!

1.   What are Project Cards?
Project Cards are required to move on the Office Board. Use them to build your career path to the Bosses and back to the Performance Review.

2.   Where do I get these cards?
All employees start with 2 cards. If you have less than 2 at the end of your workday, draw from the Projects Deck until you have 2 cards.

3.   What does a card look like?

Company Influence
(Currency gained)

Sticky Notes
(Indicates movement)

Flavor text
(No purpose)

4.   How do I move from card to card?

All Project Cards have **Sticky Notes** that indicate where you can move.

◊   There must be 2 connected Sticky Notes--an entrance and an exit.

◊   Movement does not wrap around to the other side of the board.

◊   Corner Sticky Notes can only be used for diagonal movement.
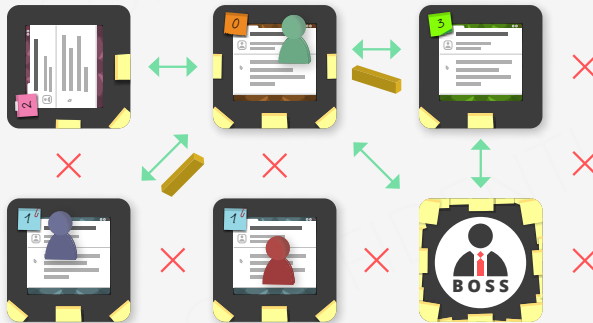
Can move in both directions

Cannot move in either direction

Memo Token (Connects 2 cards)

5.   What about the Boss / New Hire Orientation / Performance Review cards?

These cards are covered in Sticky Notes and therefore can be entered from any neighboring card with a corresponding Sticky Note.
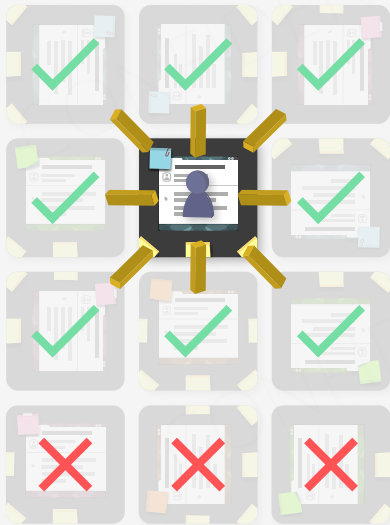
6.   What if there are no Sticky Notes in the direction I want to go?

You can place **Memo Tokens** ( ) that allow for movement regardless of Sticky Notes.

◊   Once placed, they can be used by any employee.

◊   You may not have more than 2 tokens in possession at any time.

7.   How do I place Project Cards or Memo Tokens?

You must spend 1 **Workhour Token** (📦) to place Project Cards or Memo Tokens.

Project Cards (✉) must be placed on empty tiles neighboring you.

◊   They may be placed in any orientation.

◊   They do not have to be connected by Sticky Notes.

Memo Tokens (➤) can only be placed on the card that you are currently on.

◊   They may be placed diagonally or laterally.

◊   You only need 1 token to connect 2 cards.

8.   What if I'm stuck without any Memo Tokens?

You must use **Office Politics Cards** (🖌) to alter Project Cards (such as rotating or shifting). Please refer to the "Office Politics" section (page 15) for more information.

◊   Any Memo Tokens on the card are returned to the company when altered.

◊   Tokens can be repurchased for 1 **Workhour Token** (📦) each.

Tasks

Maximize your productivity by planning out your daily tasks with **Workhour Tokens** (▆)!

1. How do I complete tasks?

You can complete tasks by using Workhour Tokens.

◊ You have 3 tokens per workday.

◊ You may use all 3 tokens on the same task or different tasks.

◊ You do not have to use all 3 tokens in a single workday.

◊ Use your Employee Datasheet to keep track of tasks completed. Move them back to the Unused Hours section to signify the end of your workday.
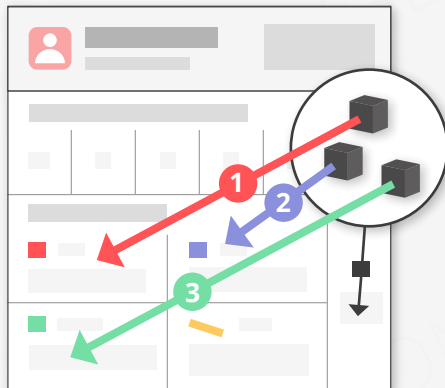
For example, on your first day of work, you might:

1 Place a Project Card (✉)

2 Move onto that Project Card

3 Conduct Research

2. What are the tasks I can do?

Place - Place a Project Card (✉) from your hand onto an empty neighboring tile.
- ◊ They may be placed in any orientation.
- ◊ They do not have to be connected by Sticky Notes.

Move - Move onto a neighboring card provided that there are Sticky Notes or a Memo Token (▬) connecting the 2 cards.
- ◊ If the card is a Project Card (✉), gain Company Influence (❶) as noted.
- ◊ - **Optional** - If it is a Boss Card, select a corresponding Certificate of Achievement to receive. Please refer to the "Certificates of Achievement" section (page 22) for more information.

Research - Choose from 1 of the below effects:
- ◊ Gain 1 Company Influence (❶).
- ◊ Place an Office Politics Card (◣) from your hand face-down. It is now a wild card. Please refer to the "Office Politics" section (page 16) for more information.

Memo - Choose from 1 of the below effects:
- ◊ Place a Memo Token (▬) to connect the card you are currently on with a neighboring card. You only need 1 token to connect 2 cards.
- ◊ Purchase 1 Memo Token (▬) from the company if there are any available. You may not have more than 2 at any given time.

Company Influence

Strategically use your **Company Influence** ($\mathbf{0}$) to manipulate the workplace!

1.   What is Company Influence?

Company Influence is the official currency used to pay for **Office Politics Cards** ( ).
Please refer to the next page for more information.

2.   How do I gain Company Influence?

Every time you move onto a Project Card ($\square$), you earn Company Influence as noted on
the top left corner of the card. Use your **Company Influence Tracker** ( ) to keep
track of your current Influence.

◊   You may leave and return to the same Project Card ($\square$) to gain Influence again.
◊   You may not have more than 5 Influence at any time.

Current Company Influence ($\mathbf{0}$)				
➡ 1	2	3	4	Max
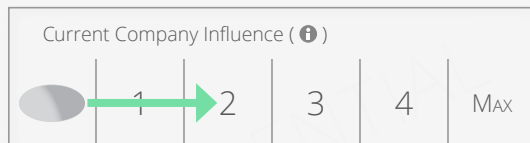
Office Politics

In order to be promoted, you must strategically leverage your **Office Politics Cards** (🔖). This is **the most important** aspect of the culture at Sysifus Corp.

1. Where can I get these Office Politics Cards?
All employees start with 5 cards. If you have less than 5 at the end of your workday, draw from the Office Politics Deck until you have 5 cards.
- ◊ If you run out of cards to draw, shuffle the discard pile to recreate the deck.
- ◊ Trading is not allowed unless otherwise stated.

2. How do I use these cards?
You may use as many of these cards as you want at any point during your workday.
- ◊ Place all used cards face-up on the discard pile at the end of the workday.

3. What are the costs associated with these cards?
You must pay in Company Influence (❶) or additional copies of the same card (🔖).
- ◊ You do not need to spend a Workhour Token (▪) to use these cards.

4. What is a wild Office Politics Card?
A wild Office Politics Card can be used instead of additional copies to pay for cards.
- ◊ Wild cards still count towards your hand limit of 5 cards.

4. What do certain parts of the card mean?

Card type

SPREAD A RUMOR

Cost	Project Effect
1 ⓘ	Rotate a ✉ that is *1 TILE AWAY* to any orientation.
+? ⓘ	**ADDON**: *+1 TILE FURTHER AWAY* / ⓘ.
+1 🔺	**ADDON**: Rotate the ✉ you are on instead.

Effect cost

Addon cost

Effect details

Addon effects

Card type - the type of Office Politics Card.

Effect details - what happens when you use this card.

Effect cost - the cost to activate this card's main effect.

Addon effects (optional) - an alteration to the main effect of this card.

- ◊ You must pay both the original effect cost and any additional addon costs.
- ◊ You may not use multiple add-on effects with 1 card.

Addon cost (optional) - additional costs for the addon effects.

- ◊ ❶ - Company Influence.
- ◊ 🔰 - an additional copy of the same card or a wild card.
- ◊ A ? mark means a variable cost. You may pay any amount ≥ 1.

> For example, using the first addon effect of the card *Spread a rumor* allows you to rotate a Project Card that is 3 tiles away from you at a cost of 3 Company Influence (❶).

> For example, using the second addon effect of the card *Spread a rumor* costs 1 Company Influence (❶) and 1 additional *Spread a rumor* card or 1 wild Office Politics card. By paying this, you can now rotate the Project Card that you are on instead of a card that is 1 tile away.

5.   How many cards are there?

There are 25 different cards with 4 copies of each--broken down into 4 types:

1.   **Project Effect** - affects Project cards (✉).
2.   **Employee Effect** - affects employees.
3.   **Politics Effect** - affects other Office Politics cards (🔻).
4.   **Reactive Effect** - used in reaction to something.

6.   Is there a deck of available cards?

Every batch of new hires must select 10 different Office Politics Cards (🔻) to form a deck of 40 cards. This must be completed prior to New Hire Orientation.

7.   Is there a suggested list of cards?

Here is a list of 10 default cards that we recommend for the inexperienced. Experiment with different cards according to your preferred workstyle!

1.   **Call in a favor** x 4
2.   **Spread a rumor** x 4
3.   **Restructure priorities** x 4
4.   **Belittle the competition** x 4
5.   **Reschedule the meeting** x 4
6.   **Work overtime** x 4
7.   **Suck up to your seniors** x 4
8.   **Steal credit for the work** x 4
9.   **Stand in for someone** x 4
10.   **Report to HR** x 4

8.   How is this fair?

If you have to ask this, then you will not last long here at Sysifus Corp.

An Example Workday

Here is an example of a productive first day of work at Sysifus Corp.

The red employee has the least amount of unread emails in his inbox and therefore he goes first.

1. He uses his first Workhour Token (▪) by moving it from the Unused Hours section of his Employee Datasheet to the Place (▪) section under Tasks.
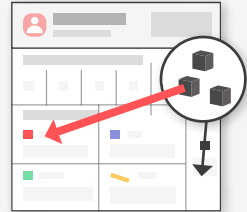
2. He then takes 1 Project Card (✉) worth 2 Company Influence from his hand and places it on the tile to the left of the New Hire Orientation card, aligning the Sticky Notes so he can move onto the card.

3. He then uses his second Workhour Token (▪) by placing it on the Move (▪) section. He then moves his Employee Token onto the Project Card (✉) he just placed. He gains 2 Company Influence (❶) and moves his Company Influence Tracker (⬤) accordingly on his Datasheet.
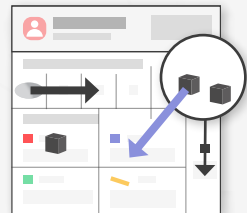
4. Since he does not want the other employees following the path he just created, he looks at his hand of Office Politics Cards ( ) to see if there is anything he can do. He notices that he has 2 *Spread a rumor* cards.

5. The *Spread a rumor* card lets him rotate a Project Card ( ) but which card he rotates depends on the cost he pays. Since there aren't any Project Cards ( ) that are "1 tile away" from him, he cannot activate the main effect of the card.
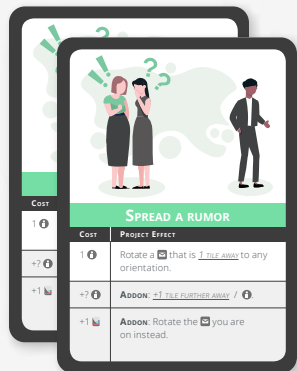
   However, he notices that the second Addon ability of the card allows him to rotate the card that he is currently standing on instead. That sounds useful in this situation.

6. By paying 1 Company Influence ( ) and 1 duplicate *Spread a rumor* card (since he had 2 to begin with), he rotates the card he is standing on in such a way so that the other employees cannot follow him.
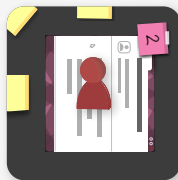
7. He then spends his last Workhour Token (■) by placing it on the Research (■) section. He takes 1 Office Politics Card (■) from his hand and places it face-down in front of him to signify that it is now a wild card. He figures he can use this to pay for other Office Politics Cards (■) in the future.
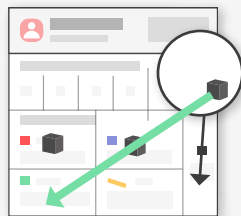
8. He finally ends his workday by drawing back up to 5 Office Politics Cards (■) and 2 Project Cards (■). In this case, he draws 2 Office Politics Cards (■) and 1 Project Card (■). Face-down wild Office Politics still count towards your hand limit.

The employee sitting clockwise from the red employee now begins their workday. All employees continue to take turns. Once all employees have left New Hire Orientation, flip the card over to the Performance Review side.

The first employee to visit all 3 Bosses before returning to their Performance Review will receive the **coveted promotion**.

Certificates (Optional)

When meeting a Boss for the first time, you will receive a **Certificate of Achievement**.

1.   What are Certificates of Achievement? Do I have to receive them?
Certificates are **optional bonuses** given to exceptional employees. Decide with the other employees before the New Hire Orientation whether or not to include these Certificates.

2.   How do I receive Certificates of Achievement?
Choose a Certificate to receive from each Boss when you visit them. Therefore, being the first offers you the most options. You may not receive more than 1 Certificate per Boss.

3.   What can I do with Certificates of Achievement?
Certificates have different effects and may be used at any time during your workday. Either use them immediately or save them for a rainy day! Keep them face-up in front of you.

4.   What are the different types of Certificates?
Red and Blue Certificates (Square and Circle) may only be used once. Flip them face-down after use. Green Certificates (Triangle) may be used once on each of your workdays.