

LUU Weekly News



[LUU Website](#)

[Learning](#)

[Intranet](#)

[What's On](#)

Welcome to LUU Weekly News.

Hello and Farewell



This week we would like to welcome

Bailey Avallone who is joining the Co-op Team as a Retail Team Leader

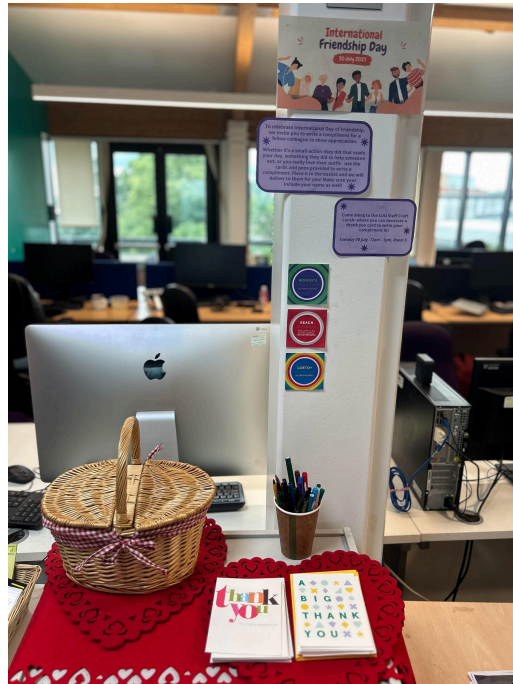
Naomi Kibreab who is joining the Joblink Team as a Recruitment Assistant

Mau Ofosu who is joining the Facilities Team as a Facilities Supervisor

Mia Stapleton who is joining as the Gryphon Editor.

Welcome to LUU 🖐️

Women's Collective Network- Pass a Compliment



On Tuesday, it is International Friendship Day. To celebrate this, the Women's Collective Network has set up a station in the Inclusive Office, where you can write a compliment to a fellow colleague. Pick from the cards provided to write your compliment on, and drop it in the basket and we'll deliver it to your complimentee- just be sure to write their name and team on it.

Want to create something extra special? Head to the Staff Craft Lunch where you can create and decorate a card. This will take place Tuesday 30 July in Room 5, from 12pm-1pm.

Phishing Emails

Phishing emails are sent by fraudsters trying to get access to passwords, bank details or do harm to our systems through sending malicious links and attachments.

We see a rise in this type of email when many staff are on holiday. A typical example is a 'CEO fraud' email ([more info](#)) which is very common. You will often see that the Fraudsters email address is completely different from what you would expect. (See below). However we have seen some clever emails where the email address appears to look the same as our own, so the best guidance is that if you are suspicious then check via the phone or in person with the person sending you the email.

To keep all of us and our systems safe, look out for:

- Unexpected "Can I have a quick word" via email
- A connected request just to reply via email
- I need you to pay this urgent invoice etc.
- From a gmail/other email account that doesn't look quite right

A recent example:

From: Aidan Grills <infoooo47@gmail.com>

Sent: Friday, July 26, 2024 10:10:46 AM

To:

Subject: Are you free at the moment?

Hi X

Are you free at the moment?

P.S: Would be glad to receive your response through email if you don't mind, because I'm presently in a meeting.

Thanks

Kind regards

Aidan Grills

Delete any emails matching the above or if you are expecting contact, then call the person via Teams or 3CX.

LUU will never contact you via email to ask you to share your bank details, passwords or sensitive information.

Hero of the Week



This week's heroes are:

Beth Doubtfire, Lydia Briggs, Zack Hirst, Ross Hickman, Emily Noble, Emma Holt-Golding, Katie Fox, Gabe Morrissey-Limb, Hannah Moss, Phillip

Jinga, Pasindu Gunawardana, Nicole Cal-Akpuogwu, Cairsto Osawe, Lilly Butt, Meg Darroch, The Activities Team, Amy Merchant and Letitia Jones.

Remember all nominations are submitted into our Hero of the Month draw of each month. There will be 3 vouchers up for grabs, each worth £10.

[You can submit your nominations here.](#)

To find out why you were nominated, [click here.](#)

Love to Learn – In Your Shoes



Have you ever wanted to learn more about the amazing people and teams we have here in LUU? Well, In Your Shoes is the perfect opportunity to do so!

By letting us know what teams you would like to shadow, every other month we will pair you up with one of them, and you both will then organise a time for you to come in and find out more about them. Whether that's attending a team catch-up, sitting with them in an office, or shadowing one of the specifics they work on.

The next matches will be on **Tuesday 6 August**. Interested? [Click here to sign up](#)

Reminders

- On Saturday 3rd August the Estates team (University) will be onsite to fix a leak in the Refectory canteen. This will mean the Men's restrooms below in Common Ground, will be closed in the week commencing 5th August for a week. Please use the restrooms by Old Bar or in the Foyer and direct any guests in the building accordingly.

- Over the summer the Events Team have been working on improving the Internal Events Process. The changes to the process have been added to the [Staff Intranet](#).

Useful Links

[LUU Cultural Calendar](#) | [Equality and Inclusivity](#) | [Climate and Sustainability at LUU](#)