

17th June 2019



Norwich Refugee Week

### In Today's News...

- Fundraising by CHE/PHA Teaching Technicians
- Flexible working pilot documents
- CSED News and Events
- ICT Tip of the Week
- Information

### Well done CHE/PHA Teaching Technicians

Well done to the CHE/PHA Teaching Technicians who have raised £100 for charity this year by washing and selling second-hand lab coats. This money has now been donated to The East Coast Truckers Charity who provide outings for disabled and disadvantaged children throughout East Anglia.

### Flexible Working Pilot

All the documentation and presentations relating to the SCI Tech flexible working pilot are now available on the Portal at: <https://portal.uea.ac.uk/faculty-school-intranets/sci-intranet/technical-services/services/technical-staff/flexible-working>

### CSED News and Events

#### **Intrapreneurial Thinking**

Fri 21 June, 9.30am-12.30pm

This workshop explores what it means to be 'intrapreneurial' using an entrepreneurial skill set within an organisation. We consider the early stages of forming and developing an idea as a foundation for creating innovative products, processes and services that add value. The objectives are to:

### Events

#### **Norwich Refugee Week, 15-23 June 2019**

Further details and events at: <http://newroutes.org.uk/projects/norwich-refugee-week/>

#### **Future event:**

Norwich Science Festival returns for the October half-term (18-26 October 2019). Read more: <https://norwichsciencefestival.co.uk/about/news/dates-announced-2019-norwich-science-festival/>

### TRAINING

#### [Safety Services courses](#)

[University Safety Services](#) run the following courses :

- **Practical Risk Assessment Training**
- **COSHH/DSEAR for laboratory work**
- **COSHH in the General Workplace**
- **Display Screen Equipment**

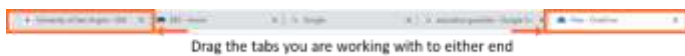
- Explore what intrapreneurial thinking is
- Identify supporting factors that promote intrapreneurial thinking
- Discuss different types of innovation and their impact
- Consider the next steps in transforming innovative ideas into real projects.

## ICT Tip Of The Week

### ICT Tips of the Week

#### Using Internet browsers

##### How can I organise my open tabs?



### Information

Please follow the SCI twitter account. It can be found on the technical services pages but also check and follow under @UEASCIintranet.

Submissions for inclusion in the bulletin should be sent to SCI.Tech Admin ([SCI.Techadmin@uea.ac.uk](mailto:SCI.Techadmin@uea.ac.uk)) by Friday, 28<sup>th</sup> June 2019. Thank you! ☺

- **Manual Handling (Non-Office)**
- **Manual Handling Assessor Training**
- **First Aid**
- **Practical Risk Assessment**
- **Safe Use of Radioactive Substances**
- **Fire Warden Briefing Session**
- **Fire Warden Refresher Training**
- **Evacuation Chair Training**

Please visit [USS Training Courses](#) for further details and dates.

Contact [training.uss@uea.ac.uk](mailto:training.uss@uea.ac.uk) to be reserved a place, or to be placed on the waiting list.

If you require this training, please let safety services know ([safety@uea.ac.uk](mailto:safety@uea.ac.uk)) so they can reserve them a place.

Please also complete a training request form for all new training courses that you wish to attend. These forms can be obtained from SCI.Tech Admin –

[SCI.Techadmin@uea.ac.uk](mailto:SCI.Techadmin@uea.ac.uk) or via the [SCI intranet page](#),  
[quick links forms](#)  
[and templates](#).