

RE: Office changes

Subject: RE: Office changes

From: George Eaton-Busfield <george@g-cv.com>

Date: 01/07/2018, 22:12

To: Aubrey Hayward <aubrey.hayward@ransquawk.com>, Jason Earl <jason.earl@ransquawk.com>, RAN Everyone <everyone@ransquawk.com>

CC: George Eaton-Busfield <george@g-cv.com>

Absolutely fantastic job gents – sincerest thanks for the efforts from Jason, Evi, Archie, Henry and Sam – Sterling effort.

I understand the missing leg may be in “Storage”.

On behalf of all – I reiterate Aubrey’s comments – sincerest thanks.

G

From: Aubrey Hayward <aubrey.hayward@ransquawk.com>

Sent: 01 July 2018 20:23

To: Jason Earl <jason.earl@ransquawk.com>

Cc: RAN Everyone <everyone@ransquawk.com>

Subject: Re: Office changes

Well done Jase, Evi and Archie (also Henry and Sam I believe)....

Onwards and upwards!

Aubrey

On Sun, 1 Jul 2018 at 17:19, Jason Earl <jason.earl@ransquawk.com> wrote:

Hi all,

Just as a heads up I've given the office a pretty big cleanse - it' been something I've wanted to do for a while, and I think everyone will mostly agree that it's a an improvement (if so please thank Evi, Archie, Same and Henry as they spent a lot of time doing this). The audio equipment is neater and hopefully this won't get disrupted again (like it did 16 months ago much to my annoyance when I was on holiday).

Just a few things to be aware. We're a phone down, so I'll try and sort that out (sorry Laura). The monitors on the 3 Ventrilo PC's near audio box are not all working as I need adapters so they only have one screen active right now. The desks have been pushed back (George annoyingly has joined them all together) we might need to adjust this, as it might be a bit too distant for the desk and too tight for Aub's.

The back test wireless microphone of mine should be setup now (you'll need to go to <http://10.37.162.20:1080> in your browser on the PC that has the MPD218 drum pad plugged in and that will toggle channels and the button on the mic will switch it on / off). There might be a volume issue with it and this doesn't work on Ventrilo at the moment, so I will investigate.

Going forward, I'd like to push for more of a clean desk policy. It'll

be good if we can convince the cleaners to start cleaning the office going forward and this also ties up with new GDPR regulations relating to how personal data is handled. This means paperwork is shredded / or filed away (and / or ideally digitized via scanner / photos).

Anyone who has new PC's there will be a BitLocker key when you switch it on. BitLocker is used to encrypt disks so that in the event of theft, no one will be able to use the PC's. The code is on a post it note on the PC. The post it notes will be removed soon so please keep an internal note of these somewhere safe. Going forward, we'll be giving heads of departments USB sticks (in a week or two's time) that can be inserted when the computer is switched on which will act as a key to unlock the PC as we roll out BitLocker on all the PC's. It will be imperative these USB keys are not left in the PC (i.e. only used at start up).

Be patient on Mon if there's a few kinks to iron out. Especially Aiden / Aub / Linton as I've replaced your PC's so might need to transfer things like Outlook settings.

Jase