almanac



ADC Weekly Update

August 17 - August 21, 2009

Weekly Highlights

ADCannounce: Continued Realignment Initiatives

Last week ADC announced as part of our ongoing efforts to streamline our global business operations and reduce our costs, we are implementing restructuring initiatives across the globe that will result in workforce reductions. Find links to organizational announcements affecting Global Customer Service Operations, Finance, Human Resources and Marketing as well. Read the announcements at Broadway/The Bulletin Board/ADCannounce Archive.

Lean Sigma Site Launches on Broadway

ADC is going lean. What is Lean? What is Six Sigma? Find out the difference on Broadway's new Lean Sigma site, available under the "Middle Column" from the home page. Here you can find resources for everything to help your team apply Lean and Six Sigma concepts to your work. Content includes:

- Training documents
- Tools and templates
- A list of Lean Sigma projects
- Lean success stories
- And who's who on the Lean Sigma Council.

Get online and begin your lean journey today at Broadway/Middle Column/Lean Sigma. Be on the lookout for regular updates regarding this new site in the ADCalmanac and on the Broadway home page.

ADC Wiki is Going ... Wiki. Improved Experience Coming

ADC Wiki is re-launching next week with a new look and improved functionality. Based on user feedback we have redesigned the platform to mimic your external wiki experience. Hint: Think Wikipedia.

New Look: The home page is updating its look. It will include the latest and most informative wiki content, including a featured article (which will be updated bi-weekly), a tip of the week and a listing of wiki pages that receive the most hits (the top five). You'll also be able to view the latest wiki modifications and be able to better manage your wiki pages.

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Calendar

Important dates to remember.

Week of August 17

Facility closures due to holiday observances

None

Thursday, September 10

Bob Switz Q3 Town Hall webcast All ADC employees

Monday, September 14 through Friday September 18

Twin Cities Community Campaign All Minnesota employees

Contact

ADCalmanac is published for employees on Mondays. Submission deadline is noon on the Thursday previous to publication.

To include a feature within ADCalmanac, contact Ryan.Splawski@adc.com or 1.952.917.0071.

You@ADC Inquiries

1.952.917.1000 Tel: 1.952.238.1573 Fax: E-mail: You.ADC@adc.com Hours: 8 a.m. to 4:30 p.m. (CT)

Monday through Friday

Weekly Highlights

Blogging Gets Bigger: CTO Mike Day's Blog Live

Check out the latest blog on Broadway: Mike's Blog. Read Chief Technology Officer Mike Day's thoughts on products, technology, technology trends and history, innovation, ADC, our customers, his travels and things that are important to him. Read it at Broadway/The Bulletin Board/Blogs/Mike Day.

<u>ADC in the News: Distributed antenna system eliminates wireless interference issues for medical devices</u>

With the increasing use of mobile phones and wireless devices in healthcare organizations it is becoming more important to find technical solutions to the issue of wireless signals interfering with medical devices and electronic systems. John Spindler, ADC Network Solutions, explains how a distributed antenna system within a healthcare organization can remove this problem and provide a more efficient communications system. Read it at Broadway/News & Media/Latest News.

Register for Community Campaign Golf Tournament

Building a strong sense of community spirit is essential during the 2009 ADC Twin Cities Community Campaign, "i care. i give. i benefit." This year the Golf Tournament is back in full swing and looking for participants. Do you want bragging rights? Register today at <u>Broadway/Middle Column/2009 Twin Cities Community Campaign/how to participate (Special Events)</u>.

Two Tons of Trash Equals a Lot of Caring

Under the hot New Mexico sun, 110 volunteers collected two tons of trash during ADC's Third Annual Keep Santa Teresa Beautiful event on July 11. Volunteers included ADC and Kelley employees, their friends and families. Read the complete story at Broadway/Functional Units/ADC Foundation/ADC Cares News.

U.S. Travel Update: Action Required for ALL U.S. Travelers

As of **August 15**, the U.S. Transportation Security Administration's (TSA) Secure Flight rule is in effect for all domestic aircraft operators whose flights operate within the United States. **This new rule affects information that is loaded in travel profiles for all U.S. travelers**. To avoid potential disruption to travel, please log in to Cligbook and confirm the below information is accurate:

- Ensure that the **name** listed in your traveler profile exactly matches the name on the government-issued identification you plan to use at the airport.
- Ensure that your **date of birth** is listed within your profile.
- Ensure that your **gender** is listed within your profile.
- Frequent-Flyer Accounts: Issues related to frequent-flyer programs are not covered in the Secure Flight rule. Please call the individual airline, or visit their website, to learn more about any potential impacts to the frequent-flyer program(s).

Find additional details at Broadway/Functional Units/Travel/Announcements.

Let LifeWorks Help You Navigate Workplace Change

Gregory Shea and Robert Gunther share stories and valuable suggestions on how to thrive in today's times. No matter where you work or what type of job you have, you'll learn to navigate the whitewaters ahead and master the skills you need to thrive through change. Listen to it via the "Navigating Workplace Change" banner on Broadway's home page.

Back to School with Savings at Dell

Dell is offering smart savings for going back to school. Choose from a variety of computers and save! Learn more at <u>Broadway/Functional Units/Human Resources/Discount Programs/U.S./Dell School Special</u>.