



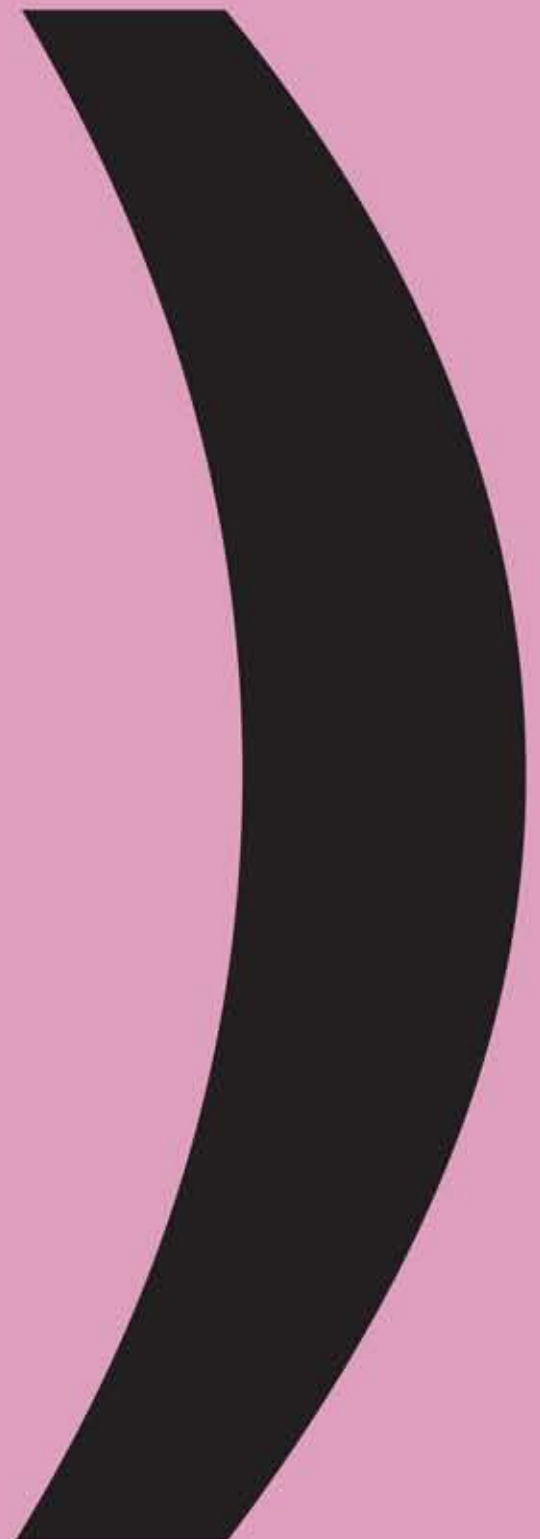
University
of Glasgow

Email can be overwhelming

**Is email the best way
to get the job done?**

**Would it be quicker to
call or talk face-to-face?**

www.glasgow.ac.uk/smiley



**ALWAYS
INSPIRING
PEOPLE**

Email doesn't have your winning smile.
Speak to people whenever you can :)