

Office National

THANK YOU

Siyabonga | Ke a leboga | Dankie | Enkosi | Siyathokoza

To all of our loyal & wonderful Customers

Enkosi!

Hi Office National Family Member

Enkosi. Enkosi ngokuba yinxalenye yosapho lakwa Office National.

Email 8 is lucky letter **7** in the series of 10 to match the phrase in our competition where you stand a chance to **win R20 000 in cash!**

Not only are we giving our valued **Office National Family members** an exclusive chance to win this prize, we are giving everyone the chance to **win your share of R300 000** worth of prizes. Go to the promotions page and shop online to spin the wheel and win discount vouchers to use against your online purchases. Vouchers are valid for the promotional period. **Go on and get spinning!** Vouchers can be used for personal purchases or corporate accounts.



Good Office Etiquette

Good manners make a pleasant working environment for everyone. Here are some tips for good etiquette at the office.



1. Greetings

Greet your colleagues in the mornings when you arrive and evenings when you leave. Show an interest in the people around you by making conversation. A friendly and polite attitude will stand you in good stead throughout your career.

2. Emotions

Try not to bring your personal emotions to the office. If you feel that there is no chance that you are going to be able to concentrate or get anything done, take a personal day.

3. Help

Be ready to assist and help when and where you can. If someone in the office is struggling with a task that you are skilled in, offer to teach or show them how it's done.



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You should only need 3 more letters to match the phrase in the “Phrase Generator” competition where you stand a chance to win R20 000 cash. Make sure you come back tomorrow for the second last letter as well as more ways in which you could win and more tips on good office manners.

Missed a mail? Go to our downloads page for the ones you may have missed.

See you again tomorrow!
The Office National Team



T's and C's Apply. All prices include Vat.

MORE THAN JUST STATIONERY