

# FUNsulting, etc. Times

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Vol. 2 No. 2

October 2000

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*Welcome to another edition of FUNsulting, etc. Times. This issue deals with humor as a tool in written communications. In addition, I have included an article called "Life Is Too Important To Be Taken Seriously". Please feel free to copy these materials and use them in any way that is helpful. Also visit our website at [www.funulting.com](http://www.funulting.com) for program information and new products including audio taped programs and FUN toys for your home or office. Have a wonderful fall and keep up the FUN! - Ron Culberson, Director of Everything, FUNsulting, etc.*

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## **Humor In Practice - Written Communications**

In this world of information overload, your written communication must stand out if you want others to read it. There are many ways to use humor in written communication that not only increase the chances that it will be read, but also enhance the message. So what are your memos, emails and other communications like? Consider the following ways to add humor to all types of written communication.

**Memos:** The days of the memo may be over but somehow they still make their way onto desks, bulletin boards and in mailboxes. If you send memos on a regular basis, add some humor to attract attention. A quote, a joke (tasteful, of course) and a cartoon make for a memorable message. You can also play around with the subject or title of your message. People would much rather read a paper called a "Memorandum-dee-dee-dum" because it looks FUN and inviting.

**Emails:** Emails can be quick ways to share humor with others. Whether in the body of the email or as an email itself, a joke or quote can lighten up everyone's day. Be considerate when sending humor by email so that you do not overload or offend the recipient.

**Letters:** Letters to friends and family are usually full of updates on our lives and work. However, some of the best letters include humor. Save jokes, articles, photos and other "inserts" that can add fun to your letters. Then when you have a letter to send, throw in some extra humor for good measure. I have a photograph of a sign in the yard of a house that is located 1 block from a maximum-security prison. The sign says, "Prison View Estate"! That's a great addition to a letter.

**Newsletters:** Newsletters are wonderful tools for communication. However, they can sometimes be full of important yet dry information. Add a regular column on humor to your newsletter. Invite different staff or departments to contribute to the humor column each month. Include organizational

humor, funny “real life” experiences with  
customers, jokes, **(Continued on back)**

quotes or cartoons related to your business. By including this type of humor, you add balance to the seriousness of your newsletters.

Written communications can be mundane and routine. But your chance of livening it up is greatly enhanced with some good clean FUN!

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### **Humor Resources**

For more information on FUN things for communications, check out these resources:

Fractured English (and other titles) by Richard Lederer. Published by Pocket Books.

Heart Humor & Healing by Patty Wooten. Published by Commune-a-key Publishing.

Quotations To Cheer You Up When The World Is Getting You Down by Allen Klein. Published by Sterling Publishing.

I Feel Much Better Now That I've Given Up Hope (and other titles) by Ashleigh Brilliant. Published by Woodbridge Press.

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### **Humor In Real Life**

This is a memo sent out to all the staff in one organization regarding the new bathroom trip policy (by the way, it was sent out as a joke!):

*Under this policy, a Restroom Trip Bank will be established for each employee. The first day of each month employees will be given Restroom Trip Credits (RTC's) of 20 restroom trips. These credits can be accumulated from month to month.*

*Currently, the entrances to all restrooms are being equipped with personnel identification stations and computer-link voiceprint recognition. During the next two weeks, each employee must provide two copies of voiceprints - one under normal conditions and one under stress.*

*If an employee's Restroom Trip Bank reaches zero, the doors to all restrooms will not unlock for that employee's voice until the first of the next month. In addition, all restroom stalls are being equipped with timed paper roll retractors. If the stall is occupied for more than three minutes, an alarm will sound. Thirty seconds after the alarm sounds, the roll of paper in the stall will retract, the toilet will flush and the stall door will open.*

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### **Just Humor**

Here are some humorous quotes that can be included in your communications:

Growing old is mandatory, growing up is optional. – Anon

My motto is the same as my blood type: B Positive. – Cynthia Nelms

I am a deeply superficial person. – Andy Warhol

Time flies whether you're having fun or not. – Lila Green

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### **Humor In The News**

*Laughter Therapy* is a private non-profit organization, founded by Allen Funt with the goal of bringing a smile, laughter and therapeutic benefits to those coping with serious illness. The organization loans videotapes of the Candid Camera show to people with serious illnesses as a way to brighten up their day.

For more information go to their website at [www.candidcamera.com](http://www.candidcamera.com).

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*Ron Culberson's mission is to help individuals and organizations balance serious issues with a light touch. He has provided entertaining, informative and FUN programs to over 25,000 people in more than 400 associations, government agencies, non-profit organizations and Fortune 500 companies. Ron can be reached at (703) 742-8812 or through his website at [www.funsulting.com](http://www.funsulting.com).*