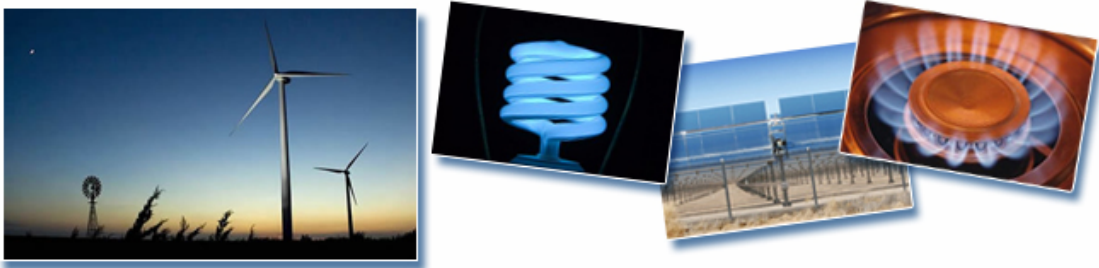


# ENERGY CONSERVATION TIPS



## In the classroom

- Use only as much lighting as you need! Many classrooms have the option of turning on multiple rows of lights, but you might only need one or two.
- On sunny days, take advantage of natural light! Always remember to turn them off when you leave.
- Keep shades open or closed to either allow sunlight to heat during winter or to prevent heating during summer.
- Heater on overdrive? Contact Facilities Services to see if they can help.

## In the office

- Use compact fluorescent light bulbs (CFLs) in desk lamps.
- CFL bulbs provide comparable light to a standard light bulb, use 75% less energy and generate less heat.
- CFLs also last 10-13 times longer! You can buy them at the Bookstore for a low price!
- Did you know that screen savers don't actually save energy? Always turn off your monitor when your computer is not in use.
- Unplug appliances that are not in use. Using a powerstrip makes this an easy task that requires just the flip of a switch!
- Minimize the use of electric appliances by sharing with others in your department.
- Enable power-saving features on equipment like copiers, fax machines, and printers. Make sure your default is set to double-sided paper!
- When it comes time for new office equipment and supplies look for energy efficient, recycled, or used products first.
- Talk to your co-workers about getting your whole department on board and develop your own sustainability initiatives!

