

# KSU unplugged

## Five Tips for Conserving Energy in Offices, Classrooms and Residence Halls

- **Unplug**

Unplug your chargers when you are not charging. Chargers for cell phones, iPads and power tools suck energy from your office or home when they are plugged into an outlet, even if they aren't charging. Keep them unplugged until you need them.

- **Use Power Strips**

Use power strips to switch off electronics like televisions or DVD players. Even when you think your electronics are off, together their "standby" consumption can be equivalent to that of a 75- or 100-watt light bulb running continuously.

- **Set Computers to Sleep and Hibernate**

Enable the "sleep mode" feature on your computer, allowing it to use less power during periods of inactivity.

Configure your computer to hibernate automatically after 30 minutes or so of inactivity. The "hibernate mode" turns the computer off in a way that doesn't require you to reload everything when you switch it back on. Allowing your computer to hibernate saves energy and is more time-efficient than shutting down and restarting your computer from scratch. When you're done for the day, shut down.

- **Take Control of Temperature**

Set your thermostat in winter to 68 degrees or less during the daytime and 55 degrees before going to sleep (or when you're away for the day). During the summer, set thermostats to 78 degrees or more.

Use sunlight wisely. During the heating season, leave shades and blinds open on sunny days, but close them at night to reduce the amount of heat lost through windows. Close shades and blinds during the summer or when the air conditioner is in use or will be in use later in the day.

- **Turn Out the Lights**

Turn out or dim the lights in unused offices and conference rooms and when you step out for lunch. Work by daylight when possible.

