

## **Best Computer Practices – Dorm Room**

- 1. Power off your printer as most of the time it is not being used.**
- 2. Power off your computer, monitor, and printer when your are not in your room, most definitely on nights and weekends.**
- 3. Configure your computer and monitor to go into a turned off, low power or sleep mode after 10 or 15 minutes of inactivity.**
- 4. Don't power on computer peripherals such as scanners and printers until you actually need to use them, and then, only while you use them.**
- 5. If you use a screen saver use the "blank" option. Configure your monitor to automatically turn itself off after 10 or 15 minutes of inactivity. Screensavers actual keep the computer in use and can defeat Energy \$avings.**
- 6. \$ave a tree, reduce waste printing by using the "print preview" option to eliminate errors before you print.**
- 7. Always think EnergyWi\$e when making purchases.**