

# Conejo Valley Unified School District

## Energy Education/Management

YOU HAVE  
the POWER™



### Watts Up?

#### Helpful Energy Conservation Tips



If you have an adjustable thermostat set the cooling at 74° or higher. Set the heating to 70° or lower. At the end of every day turn the thermostat to off.

Do not leave classroom or office doors open when the air conditioning or heating is in use.

Turn off all computers at the end of every school day except Tuesdays. (Our computers download Microsoft updates every Tuesday night). This includes all computer labs, student, teacher, clerical and administrative computers. Network servers and equipment should be left on every night.

Turn off all printers, speakers, and monitors (even flat screens) at the end of every day.

Turn off lights (even if they're on a motion detector) whenever the room isn't being used. This includes breaks, lunch, and certainly at the end of the day.

All capable PC's should be programmed for the "energy saver" mode using the power management feature. Set to 10 minutes of inactivity.

Turn off all copiers and other office equipment at the end of every day. Fax machines should be left on.

*Use What You Need. Be Comfortable. When You're Done, Turn It Off.*