

DID YOU KNOW?

Libraries are among the biggest energy users at Stanford due to their climate control requirements, size, and long hours.

REDUCE

SIMPLE ACTIONS to quickly reduce energy consumption

LIGHTING

- Operate display case or special exhibit lighting only during popular visiting hours.
- Always turn stack lighting off when leaving. This also protects books from unnecessary UV exposure. Talk with your building manager about implementing lighting “sweeps” at each day’s end.
- Take advantage of natural light. Avoid using incandescent task lights.

OFFICE EQUIPMENT

- Monitors are big energy consumers, so set all monitors to go to a [low-power “sleep” mode](#) when not in use. [Don’t use screen savers](#), because this software interferes with sleep mode. If systems do not have a sleep mode, turn off the monitor when it will not be in use for half an hour or more.
- Make sure energy-saving features are enabled on computers and printers. Turn off personal printers at night and on weekends.
- Enable low-power features on copiers and shared printers or arrange with your office manager to turn them off at the end of the day.

YOUR SURROUNDINGS

- Avoid using electric space heaters. They use a lot of energy, cause breakers to trip, and are dangerous when left unattended.
- Use stairs instead of elevators when feasible.
- Keep doors and windows closed. Use window shades and blinds to regulate solar heat gain.

PURCHASING DECISIONS that have big energy impacts

- Purchase a [“smart” power strip](#) to automatically turn equipment off when it is not in use.
- Replace incandescent light bulbs in desk lamps with [compact fluorescent lamps \(CFLs\)](#) which use a quarter of the energy and last ten times as long. When buying task lamps, choose fluorescent over halogen or incandescent.
- Consider the value of energy in [computer purchase decisions](#): ink-jet printers use 1/5 the energy of laser printers; laptops use 1/4 the energy of desktop computers; and flat-panel screens use 1/3 the energy of conventional monitors.
- When replacing copiers, printers, fax machines, and scanners, purchase equipment with the [ENERGY STAR®](#) label and use energy-saving features.

For more information please visit:
facilities.stanford.edu/conservation



Utilities Division
Stanford University

ELECTRICITY

USAGE