

**Energy – What can you do to help at home or at work?**

- Set your thermostat at 70 degrees in the winter and 76 degrees in the summer.
- Shut off lights that are unnecessary.
- Use task lighting as opposed to area lighting.
- Shut off or unplug equipment that is not being used.
- Use the energy saving features on your personal computer, printer and copier.
- Use the sun – shut off lights on sunny days and use shade/blinds to keep out heat or cold.
- Use cold water rather than hot water.
- Make a switch from incandescent lights to compact florescent (CF) or LED bulbs
- Purchase/use ENERGY STAR products whenever possible

Source: Iowa State University Facilities Planning and Management