

Top 10 Tips for Green Computing

REDUCE

Turn off your PC and peripherals at the power strip over night to reduce "phantom load".

Use your PC's "power save" mode to power down when the system is idle for more than 10 minutes.

Use a blank screen saver to save even more money on electricity, especially if you have a CRT monitor.

Consider purchasing a flat panel LCD monitor instead of a CRT when you upgrade your system. Flat panels last much longer (up to 13 years instead of 5 years for CRTs), consume less energy while in use (just 1/2 to 2/3 of the energy consumed by CRTs), and don't contain leaded glass. Look for ENERGY STAR certification when you purchase electronic equipment.

Print on both sides of recycled paper to reduce pollution and conserve natural resources.

REUSE

Donate used, working systems to schools, churches or after-school programs. Remember to wipe your hard drive before you donate so sensitive information doesn't get into the wrong hands.

Keep your computer monitor, speakers, keyboard and mouse to use with a new system. Most new systems can be ordered without these items.

RECYCLE

When equipment is at the end of its life, don't throw it in the trash. Find a local recycler to reclaim components such as precious metals and recyclable plastics.

Floppy disks, VHS tapes, audio tapes, DVDs and CDs, ink and toner cartridges for inkjet and laser printers, and rechargeable batteries can be recycled through Green Disk's Technotrash Can program.

Cell phones and pagers should be recycled. The EPA has established that mobile phones count as hazardous waste, due to their content of lead, mercury, cadmium and arsenic. Take your old cell phone to the wireless store when you buy a new phone, or drop it off at Staples.