Cut Your I.T. Energy Costs – A Checklist for Business

☐ **Turn it off** - Simply turning off unused devices can cut energy costs dramatically. For example, turning off one office computer monitor when not in use nights and weekends can cut as much as $30 from your energy bill each year. You can manually turn off machines at the end of the day – or we can help you program your machines to take advantage of automatic sleep mode options.

☐ **Consider an upgrade** – When it is time for a new machine, consider energy efficient equipment like Energy Star rated computers, monitors, routers and printers. Your Olympia Computer consultant will help you estimate equipment lifespans and plan for upgrades.

☐ **Make the switch** – Change out your mechanical hard drives for solid state equipment. Solid state drives use less energy, generate less heat and offer better computing speed and data reliability.

☐ **Go virtual** – Your business uses servers for email, networking, storing files and data backup. And those servers use a lot of energy. You may be able to save kilowatt hours by moving much of your data management and storage to the Cloud. We can help you determine the best server set up for your business.

☐ **Know your options** - Laptop computers use much less energy on average than desktop units. And many employees prefer the convenience of a laptop. We can help you determine which machine is better for your particular use.

☐ **Create an energy strategy for your business** - The Harvard business review suggests the best strategy for cutting energy costs starts with a commitment from management – and involves employees at all levels.

☐ **Take some small steps right away –**

- Variable speed fans can optimize computer cooling by automatically switching to economy mode.

- Use energy efficient uninterruptable power supply systems to help cut costs while still protecting your data and equipment.

- Turn off the lights – Remember that SeaTac billboard from the 1970s that read "Will the last one out of Seattle, turn off the lights?" It's still a good idea to make sure the last employee leaving each night turns off everything you don't need running. Just make sure all systems that must run at night – to allow employees to work from home or for your data back-up, for example – don't get turned off too.

- *Want more help managing your energy consumption? Contact Olympia Computer for a free walk-through assessment and suggestions. Call or text 360 831-2600 or Erik@Olympia.Computer*