

“Green” Tips

- ♻️ **Recycle everything, especially paper.** Think about how many pieces of paper a college goes through in one single semester. Set out recycle bins, not only for paper recycle other items as well, including cans, bottles, and cardboard boxes.
- ♻️ **Replace light bulbs.** Compact Fluorescent (CFL) bulbs last up to ten times longer than regular incandescent bulbs and use 75% percent less energy.
- ♻️ **Buy Green.** Buy recycled products whenever you can, especially paper. Buy environmentally safe cleaning products as well.
- ♻️ **Turn things off.** Turning off the lights behind. Turn off computers and other appliances when not in use.
- ♻️ **Don't use cover sheets on faxes.** Try to use email or voicemail instead of faxing something over.
- ♻️ **Donate** your older model computers to a school or other learning center when they are no longer needed.