

# FLIP THE SWITCH

## ENERGY CONSERVATION CERTIFIED

### For the month of April, I pledge to:

- Take the stairs instead of elevators
  - Enter my flights for the **Take the Stairs Challenge**
- Attend the **Energy Conservation 101** training on April 5th
- Participate in **Hour without Power** at least once a week
- Post my energy conservation commitment to social media **#MSUFlipTheSwitch**
- Submit an idea to the **Innovative Idea Challenge**

### In my office, I pledge to:

- Unplug** everything when I leave for the day
- Unplug** everything that I am not using (personal printers, electric staplers, etc...)
- Set my **computer monitor** to sleep after 5 minutes (or less) of inactivity
- Adjust my **thermostat** to conserve energy
- Turn off all lights** when I leave the room
- Unplug my electronics as soon as they are **finished charging**
- Use a power strip** and turn it off OR unplug it when not in use
- Shut down** my computer every night
- Turn off lights in **common areas** when I leave the room
- Open the blinds during the daytime to make use of **natural light**

### In classrooms, I pledge to:

- Turn off** the computer and projector when I am not using them
- Open the blinds during the day to make use of **natural light**
- Keep windows closed** to help reduce conditioned air loss
- Turn off the lights** after class

From **April 1st to 20th**, we are competing in a **campus-wide energy competition!**

Visit [missouristate.edu/sustainability](http://missouristate.edu/sustainability) to print your own commitment poster!

# INSTRUCTIONS:

You can make a big impact on campus energy usage by making small changes during the day. Please place a check next to all the practices you pledge to carry out. There is no minimum, but try to set as many realistic goals as possible! Kudos to those who decide to incorporate these practices at home and continue them after April!

## MORE INFORMATION:

### **Attend the Energy Conservation 101 training on April 5th**

This free training will provide employees with information about the importance of conserving energy on campus and at home. View the [MSU Calendar event](#) for more info and be sure to reserve your spot through My Learning Connection.

### **Submit an idea to the Innovative Idea Challenge**

This year we will recognize faculty and staff who go above and beyond during the competition. [Learn more and submit your innovative idea](#) for a chance to win!

### **Enter your flights of stairs for the Take the Stairs Challenge**

Reduce your energy usage and increase your physical activity by committing to take the stairs instead of the elevator. Enter your flights using [this simple form](#)! We will pick a winner at random each week. The faculty, staff and student with the most flights of stairs over the entire competition will also receive prizes.

### **Participate in Hour without Power at least once a week**

Go at least one hour without using any electricity each week: take a walk, grade papers using only natural light or eat your lunch outside without the distraction of your phone.

### **Post your energy conservation commitment to social media**

Take a picture of one thing you commit to do to conserve energy in April. You can even take your picture with the giant light switch, which will be displayed in the PSU during the competition. Post your picture on Facebook, Twitter or Instagram to be entered to win! Make sure you tag your post with [#MSUFlipTheSwitch](#) and [@MSUSustain](#)

**Save paper, ink and energy:**

**Please only print the checklist (page one)**