**Greening Your MIT Department**

**Computer Energy Saving Setting Instructions**

Power management and energy saving recommendations for your Windows XP computer from MIT’s IS&T.

**Configuring Energy Savings Mode for Windows XP**

Below are the steps for configuring the energy savings mode on your computer with Windows XP.

1. Go to **Control Panel>Power Options**. Locate and click on the **Power Options** icon.

   ![Power Options](image)

   *Result:* The **Power Options Properties** screen with default settings appears.

2. To configure power options for your desktop, select the **Home/Office Desk** power scheme. If you choose Portable/Laptop, skip this step and go to **Step 4**. IS&T recommends the following settings for Home/Office Desk:
   - Turn off monitor: **After 10 minutes**
   - Turn off hard disks: **After 5 minutes**
   - System standby: **After 1 hour**
   - System hibernates: **Never**
3. To configure power options for your laptop, choose the **Portable/Laptop** power scheme.
   *Result*: The **Power Options Properties** screen with default settings appears.

4. If your laptop is *plugged in*, use the following settings:
   - Turn off monitor: *After 10 minutes*
   - Turn off hard disks: *After 20 minutes*
   - System standby: *After 1 hour*
   - System hibernates: *Never*

5. If your laptop is using a *battery*, use the following settings:
   - Turn off monitor: *After 3 minutes*
   - Turn off hard disks: *After 5 minutes*
   - System standby: *After 1 hour*
   - System hibernate: *2 hours*

The following screen reflects the IS&T settings for Portable/Laptop with Plugged in and Running on batteries settings:
6. Click **OK**.