THE CHINESE UNIVERSITY OF HONG KONG
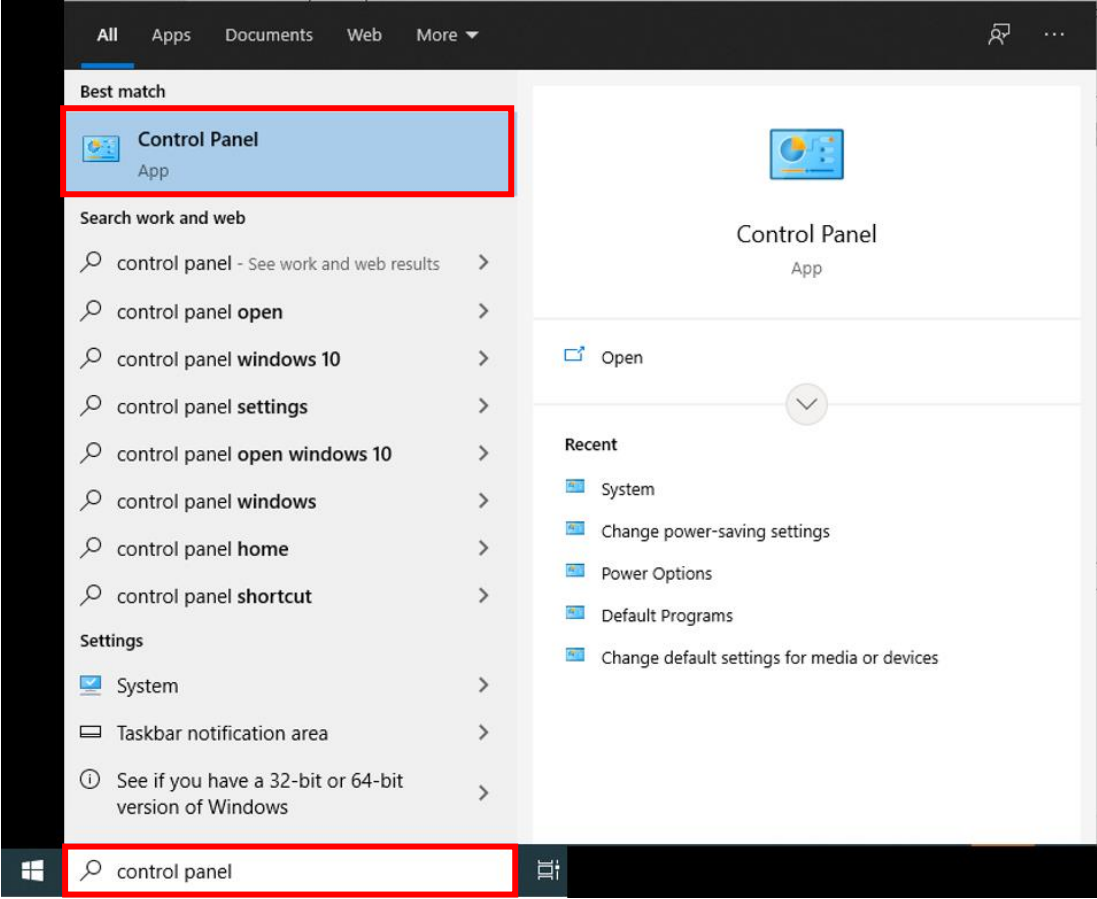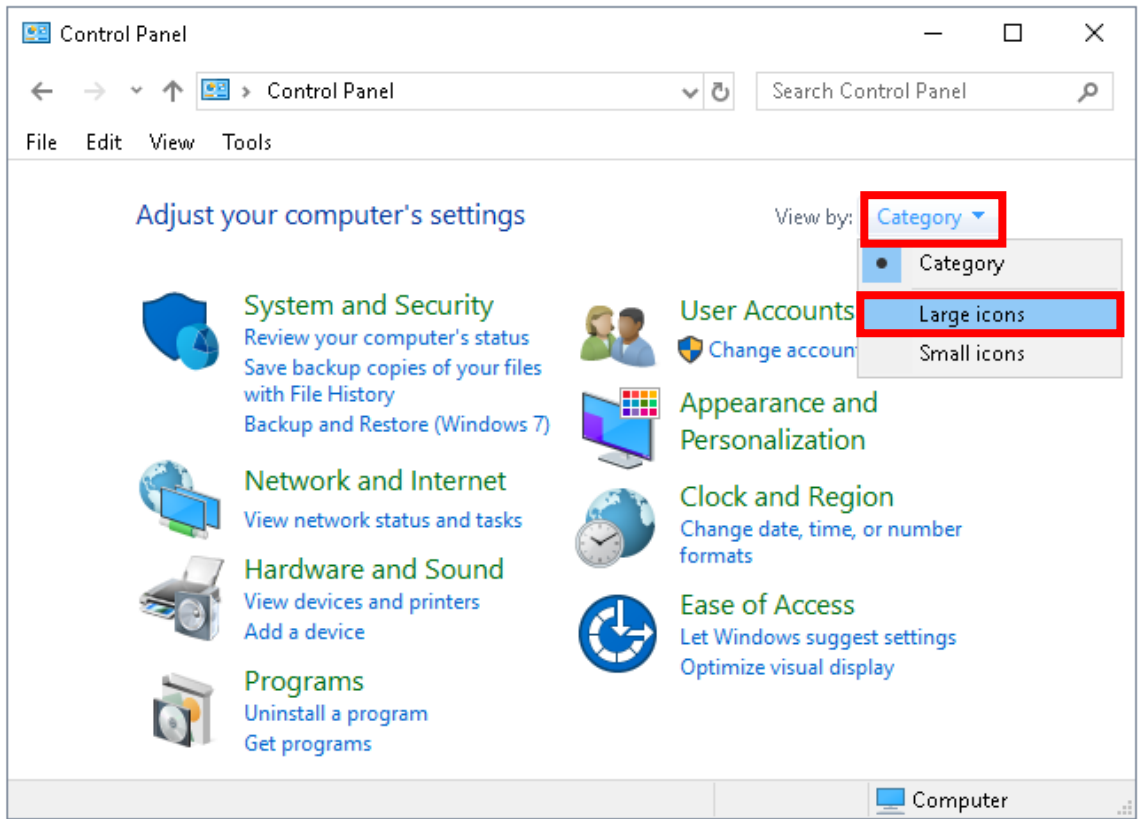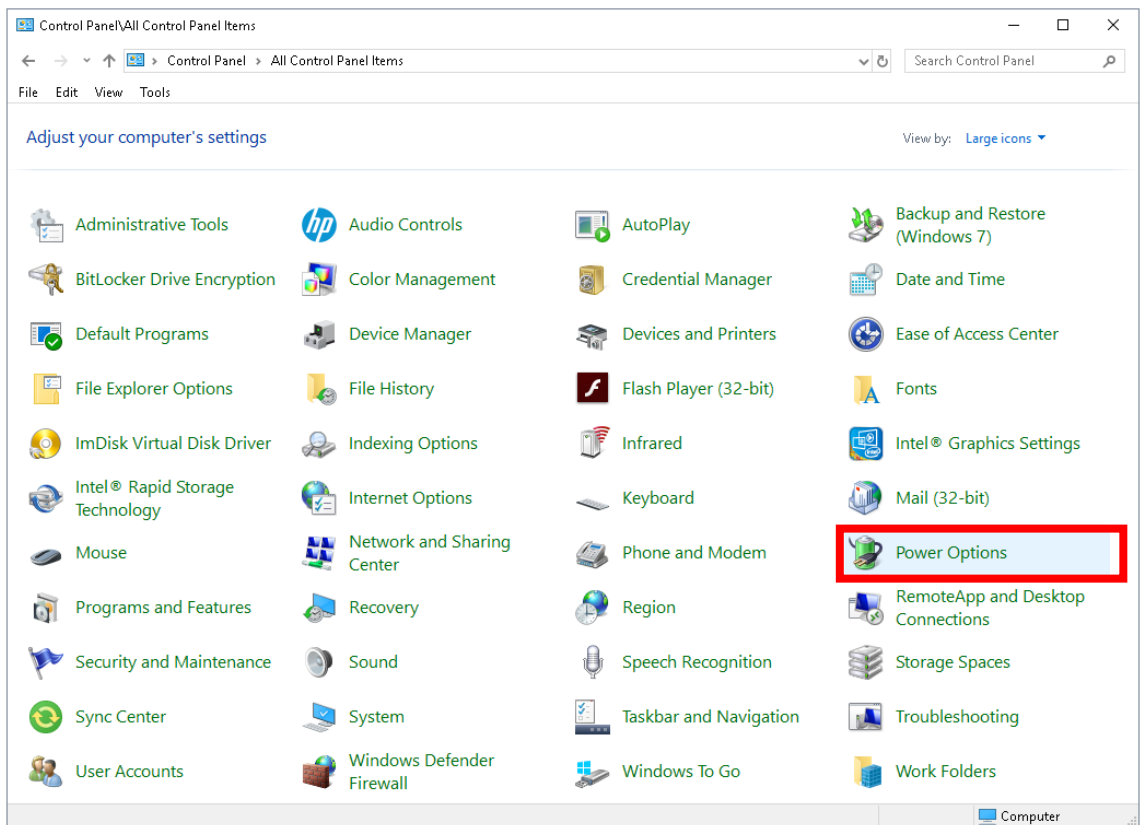
Social Responsibility and Sustainable Development Office

Green Tip: Monitor Power-saving Options

Step	Instruction
1	• In the search box next to 'Start' on the taskbar, type **control panel**. Select **Control Panel** from the list of search results.

2	• Click 'Category'. • Choose 'Large icons'.
3	• Go to 'Power Options'.
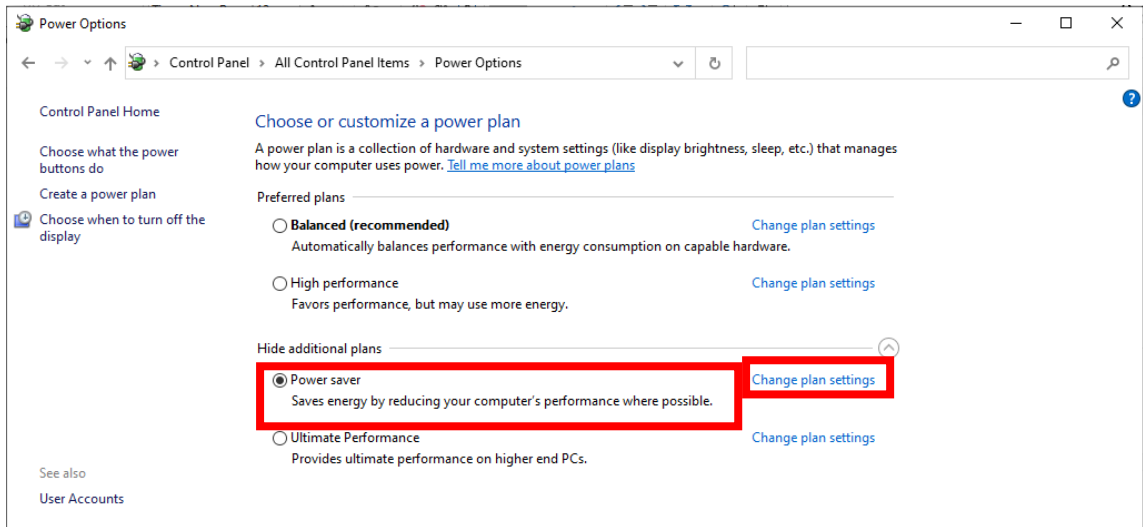
4	• Click 'Show additional plans'. • Choose 'Power Saver'. • Click 'Change plan settings'.
5	• Set 'Turn off display' to '15 minutes' or less. • Click 'Save changes' when finish.