Switch Off Lights and Devices

Tracking Sheet: For Print

ecoschools écoécoles CANADA

INSTRUCTIONS

- Launch a campaign to promote energy conservation practices in your school. Use this tracking sheet to monitor how effectively the school implements energy conservation practices related to switching off lights and devices.
- At a minimum, monitor energy conservation practices early in the year, and again near the end of your school year. Revisit the same rooms each time you monitor.
- As you inspect each room and item, determine if **ALL**, **SOME**, or **NO** lights/electronics are turned off when not required, and mark your results on the table below.
- Calculate the number of rooms in your school with **ALL** lights/electronics turned off (indicated by a ✓) to track the impact of your communications.

	LIGHTS Are lights turned off when not required?				**COMPUTERS & MONITORS** Are computers, laptop carts, tablets and monitors turned off when not in use?				**PRINTERS & PHOTOCOPIERS** Are printers, scanners and photocopiers turned off when not in use?				**OTHER** Are other electronics (TVs, projectors, smart boards, audio equipment etc.) turned off when not in use?				**ROOMS WITH LIGHTS AND DEVICES TURNED OFF** On your LAST day of tracking, add a check mark for each room with all items turned off (for the practices you monitored).
DATE																	
ROOM																	