

# It's Better OFF



## Base Units... Frequently Asked Questions

### Will I save more energy if I leave my Base Unit on all day and all night?

NO – If you are likely to be away from your desk for more than 30 minutes it is worth turning your base units off.

Some computers have a standby button you can press to turn it to a standby mode when you leave your desk, this means it won't take so long to load back up

### If my monitor is off then is my computer is off

NO – Just because your monitor is off, doesn't mean your base unit is off. You need to turn your computer off yourself.

### How do I turn my computer off?

Click on the 'start' button at the bottom of your screen, then click on 'shut down'. Ensure 'shutdown' is selected and click ok. To restart your computer you will need to use the 'ON' button on your base unit.



### If I turn my base unit off too often will it wear it out?

NO. Most PCs reach the end of their "useful" life due to advances in technology long before the effects of being switched on and off multiple times have a negative impact on their service life. The less time a PC is on, the longer it will "last." PCs also produce heat, so turning them off reduces building cooling loads.

### Does turning off my base units cause any software problems

NO, As long as you shut down your computer properly it causes no damage at all. In fact a lot of programmes like to be shut down regularly to allow them to run better.

### If I turn my computer off will it automatically turn my monitor off? ([click here for monitor FAQ's](#))

NO – You need to turn it off yourself, just press the button!