## Computers/Monitors Tally Sheet

## Use this tally sheet when gathering data on office computers and monitors.

**Date:**

**Name:**

**Floor:**

**Overview:** To be able to report back on the changes we will hopefully see in people’s behaviour during the campaign, we will need to gather some data on how many computers and monitors are left on after hours on each floor. By doing one tally for each week of the campaign, we can determine the progress that was made.

**Instructions:** Each volunteer should fill out the two tables below to track the number of computers and monitors left on after office hours on your floor.

**Monitors Tally**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Monitors Left ON** | | **Monitors Turned OFF** | | **Total Number of Monitors** |
| **# of Monitors** | **%** | **# of Monitors** | **%** |
|  |  |  |  |  |
| **Other observations** (e.g., certain areas where monitors are left on, other energy savings opportunities): | | | | |

**Computers Tally**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Computers Left ON** | | **Computers Left OFF** | | **Total Number of Computers** |
| **# of Computers** | **%** | **# of Computers** | **%** |
|  |  |  |  |  |
| **Other observations** (e.g., certain areas where monitors are left on, other energy savings opportunities): | | | | |