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Nota di bibliografia	Includes bibliographical references.
Nota di contenuto	INTRODUCTION; CHAPTER 1: YOUR CARBON FOOTPRINT; CHAPTER 2: REDUCING YOUR DIRECT CARBON COST; CHAPTER 3: ENERGY EFFICIENCY IN THE OFFICE; CHAPTER 4: DATA STORAGE; CHAPTER 5: THIN CLIENTS; CHAPTER 6: PAPER; CHAPTER 7: REDUCE TRAVEL COSTS; CHAPTER 8: OFFICE SUPPLIES AND STAFF REFRESHMENTS; CHAPTER 9: WATER USAGE; CHAPTER 10: RESOURCE EFFICIENCY, WASTE AND RECYCLING; ITG RESOURCES
Sommario/riassunto	Any Green IT strategy should include a Green Office component, that tackles power consumption and paper usage in the office/work environment as well as in the data centre. While the most significant savings are made where the bulk of data processing is carried out (ie the data centre), savings can also be achieved in terms of workstations and related office IT equipment.