YOU CAN HELP CREATE A PAPER-LIGHT ENVIRONMENT AT OUR HEALTH SYSTEM!

- Set printers to automatically print two-sided (duplex print)
- Print more words on each page by changing the default set-up (e.g. narrow margins or a different font)
- Proof documents on screen and preview before printing
- Copy two pages or multiple slides onto one side of paper
- Create DIY electronic letterhead and forms rather than using stock
- Distribute documents in electronic forms versus hardcopies
- Use a projector in meetings instead of handouts

TWO is better than one.

www.med.umich.edu/envsteward/print.htm