

# Temperature Guidelines

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***Check to see if your building's HVAC controls are set to follow the UNCG Standards of Comfort policy. If not, you can use the suggestions below for energy conservation and comfort.***

2

***Contact Facilities Operations by phone at 336-334-3456 to get specific instructions for adjusting the settings of your unit.***

A thermostat controls the **TEMPERATURE** in your room. Even small adjustments of just 1 or 2 degrees in temperature settings can result in large energy savings!

A fan coil unit controls the **SPEED** and **AIR FLOW** (low, medium, high) in your room. A small motor runs the fan so you can save electricity by running your fan on **LOW**.

## **SUMMER months (June – September)**

When you are in the room:	74-78 degrees
When you are out for the day:	80 degrees
When you are away for 2+ days:	80 degrees

## **WINTER months (November – March)**

When you are in the room:	68-72 degrees
When you are out for the day:	60-65 degrees
When you are away for 2+ days:	60 degrees

*Note that you should leave the fan on LOW during the winter months (not off).*



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