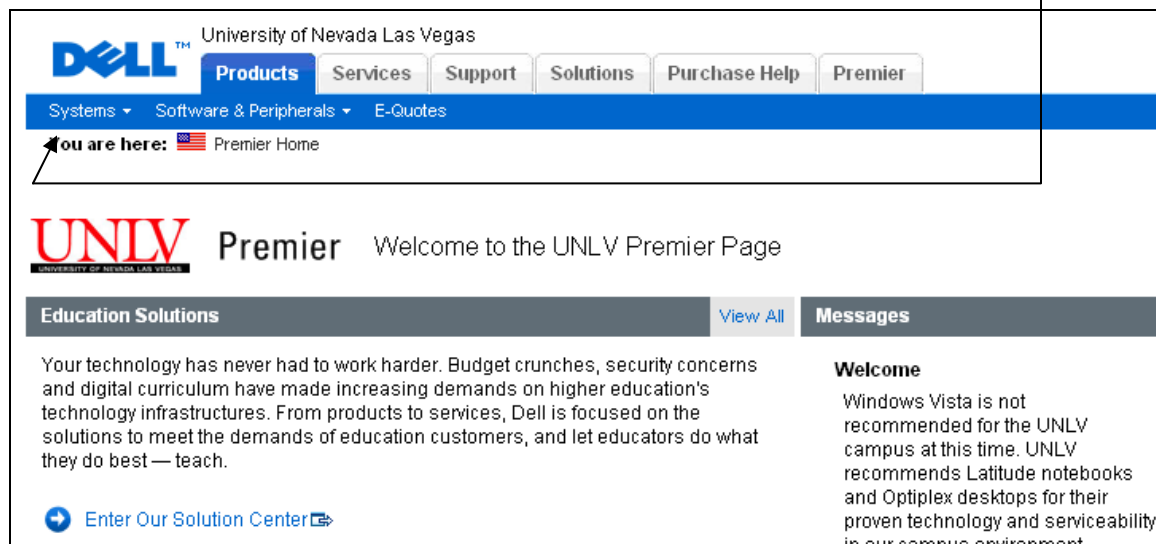# Dell *Green* Purchasing Instructions

* *Note: These instructions are to aid you in purchasing an environmentally sensitive designed Dell system only. You may still purchase any system on the standards page. You are NOT limited to only those products listed below.*

Login

• Go to http://oit.unlv.edu/facultyandstaff/InstitutionalPurchase-Dell.htm to access the UNLV Premier Portal.

• Once logged in, you should see **UNLV** **Premier** Welcome to the UNLV Premier Page at the top of the screen.

To Select a Green Computer

• In the upper left hand corner there is a menu option that reads *Systems*. There is a drop down menu for this option that can be viewed by placing your cursor over the *Systems* menu.

• Depending upon your need you can select *Desktops*, *Notebooks*, or *Workstations*.

• If you choose *Desktops* from the drop down menu, select the .

▶The following systems meet either EPEAT or Energy Star requirements.

▫ OptiPlex 755(Energy Smart Models) Energy Star compliant.
▫ OptiPlex 740 EPEAT Gold Level certified and Energy Star compliant.
▫ OptiPlex 320 EPEAT Silver Level certified

- If you choose *Notebooks* from the drop down menu, select the ![Choose Dell Latitude].

  ▶ The following systems meet either EPEAT or Energy Star requirements.

    ▫ Latitude D630 EPEAT Gold Level certified
    ▫ Latitude D830 EPEAT Silver Level certified
    ▫ Latitude D531 EPEAT Silver Level certified
    ▫ Latitude D520 EPEAT Silver Level certified
    ▫ Latitude D430 EPEAT Silver Level certified
    ▫ Latitude D620 ATG EPEAT Silver Level certified

- If you choose *Workstations* from the drop down menu, there are four (4) Precision lines available.

  ▶ Under the ![Choose Dell Precision Advanced Workstations] line the following systems meet either EPEAT or Energy Star requirements.

    ▫ Dell Precision 690 EPEAT Silver Level certified and Energy Star compliant.
    ▫ Dell Precision 490 EPEAT Silver Level certified and Energy Star compliant.
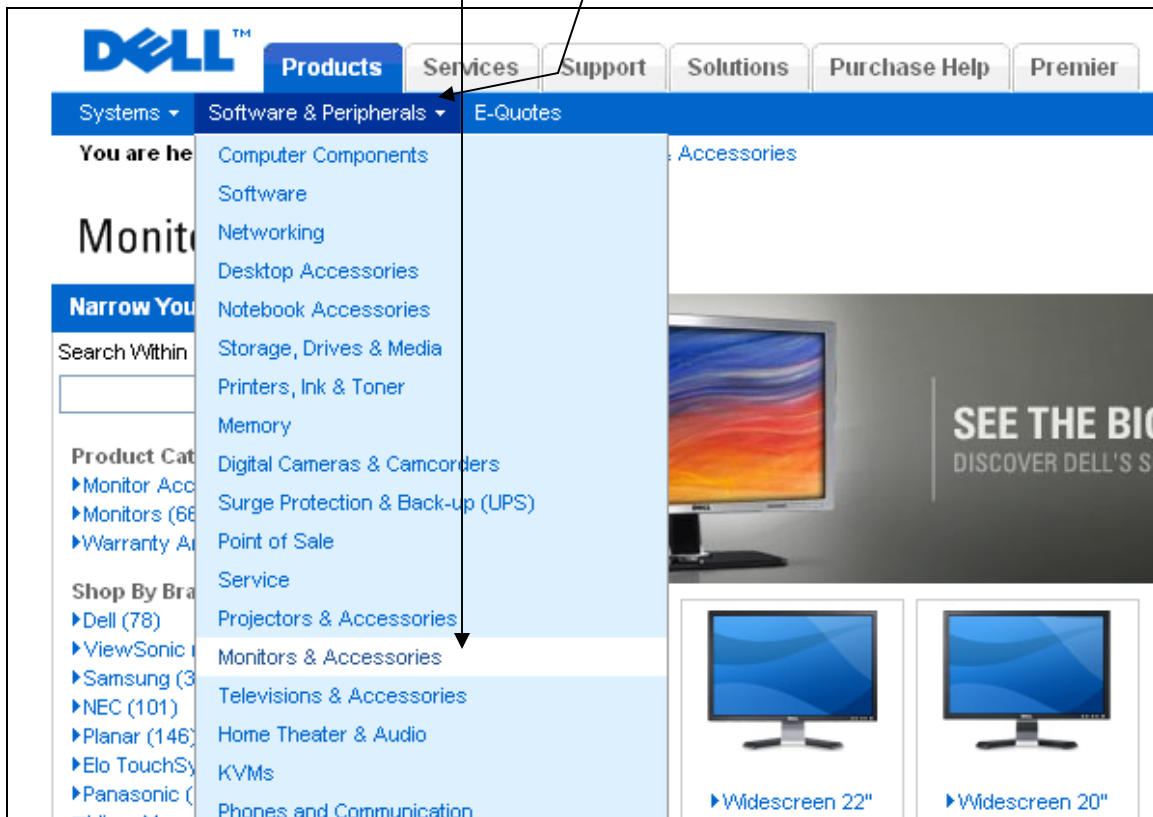
  ▶ Under the ![Choose Dell Precision Entry Level Workstations] line the following systems meet either EPEAT or Energy Star requirements.

    ▫ Dell Precision T3400 525W Energy Star Energy Star compliant.
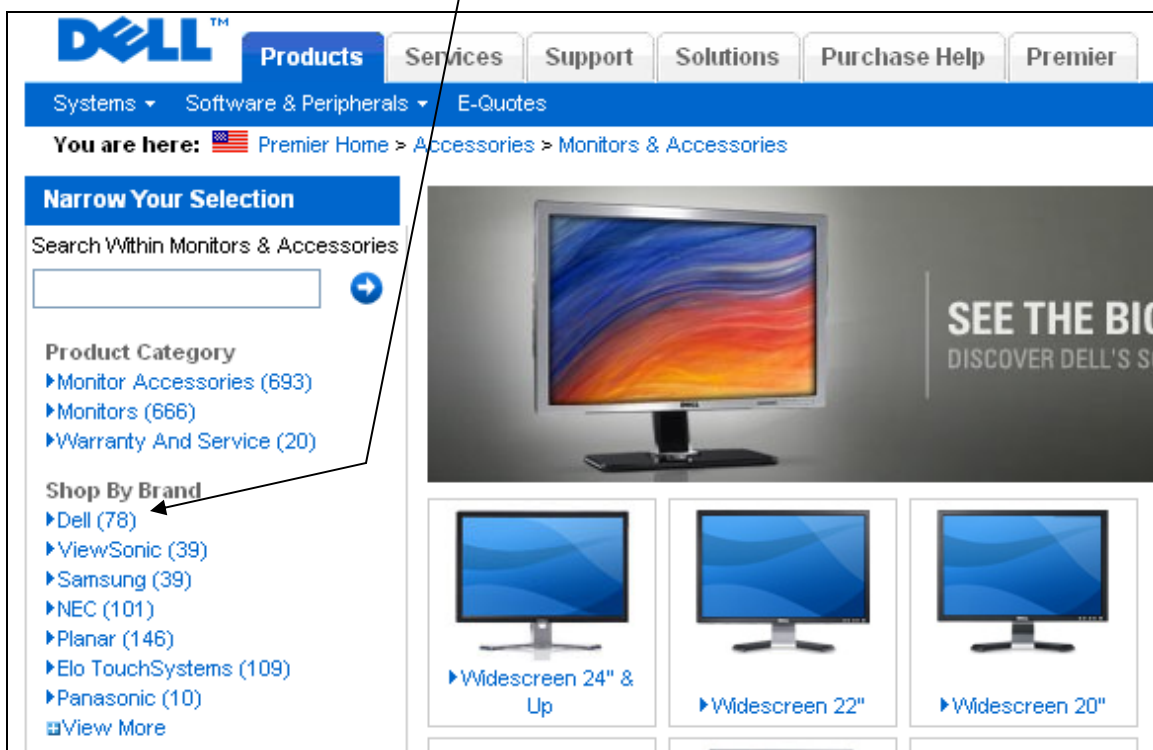   ▫ Dell Precision 390   EPEAT Silver Level certified and Energy Star compliant.

  ▶ Under the ![Choose Dell Precision Mobile Workstations] line the following systems meet either EPEAT or Energy Star requirements.

    ▫ Dell Precision M4300 EPEAT Silver Level certified
    ▫ Dell Precision M90 EPEAT Silver Level certified
    ▫ Dell Precision M90 EPEAT Silver Level certified

- Dell also carries Flat Screen Monitors that are EPEAT certified. To access the monitors available by Dell click on the *Software & Peripherals* menu at the top of the screen and choose *Monitors & Accessories* from the drop down menu.
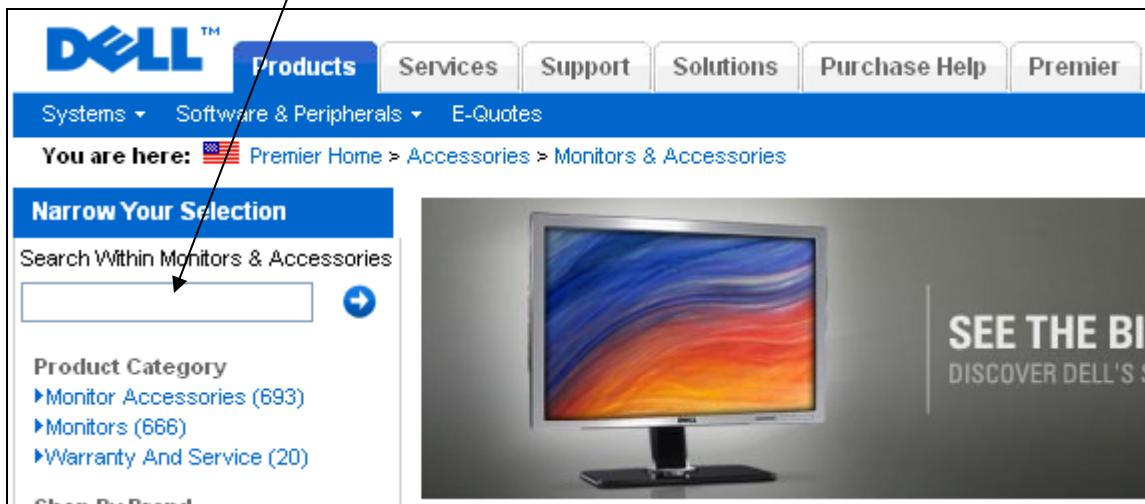

- From the next screen click on *Dell*.

- The following Dell Flat Panel Monitor models are [EPEAT Silver Level](#) certified.

▫ 3007WFP	▫ 2407WFP	▫ E198FP
▫ 2007WFP	▫ 2007FP	▫ E198WFP
▫ E228WFP	▫ E207WFP	▫ E178WFP
▫ 2707WFP	▫ 1908FP	▫ SE178WFP
▫ 1708FP	▫ E178FP	▫ 1708FP
▫ 2208WFP	▫ E248WFP	▫ 1908WFP
▫ S199WFP		

- The easiest way to find one of the EPEAT monitors is to type one of the above model numbers into the *Search* field.

- You will see a screen that will allow you to view the selected monitor.

- From here you can complete the purchase using your P-Card or submit your request through a requisition with an accompanying quote.

- If you need assistance completing your order or obtaining a quote you can contact your Dell representative at Amy_K_King@Dell.com or call 888-977-3355 x7263752.

- For assistance with finding a green Dell product you may email your green purchasing team at BuyGreen@unlv.edu

EPEAT and Energy Star Information

EPEAT is a system in which manufacturers declare their products' conformance to a comprehensive set of environmental criteria in 8 environmental performance categories. The operation of EPEAT and the environmental criteria are contained in a public standard IEEE 1680. For more information visit http://www.epeat.net/

ENERGY STAR is a joint program of the U.S. Environmental Protection Agency and the U.S. Department of Energy helping us all save money and protect the environment through energy efficient products and practices. For more information visit http://www.energystar.gov/