How to Set Power Saver Options

From the Display Properties Window, Screen Saver tab (same as above), under Monitor Power, click on the "Power" button to open up the “Power Options Properties” window. This window displays options to turn off your monitor, hard drive and put the system on standby. For the Green Office requirement, “Turn Off Monitor”, 15 Minutes (or less) should be selected. Then click Apply to allow the changes to take effect.