



**To Stand By or to Hibernate – This is the question!**  
**By Jennifer Ohl, Midwest Software Specialists, Inc.**

In another white paper, I addressed a question frequently asked by customers- should I leave my computer on when I'm not using it? Leave it running all the time? Shut it down in the evening? The update explained the advantages and disadvantages of shutting down the PC, and offered a "middle ground" suggestion of selecting Hibernate or Stand By, which consume little electricity, yet lets you resume your session much faster than a cold start up.

I was then asked, what is the difference between "Hibernate" and "Stand By"?

When a computer goes into Stand By mode, it cuts power to certain system components, such as the hard drive and the monitor. RAM (random access memory) gets enough power to keep the memory's content intact. As a result, the computer "remembers" the status of your computer and the file and applications that were open before it went to a Stand By mode. To bring your computer up from stand by mode, press the power button. You will then be able to pick up where you left off without having to re-open your applications.

Note: If your computer loses power while in standby mode, you may lose data.

If Stand By mode is analogous to a light nap (it is sometimes referred to as Sleep mode), then Hibernate is a much deeper sleep. When a computer "Hibernates" the entire contents of its memory are saved to a file on the hard drive. Once the hibernation file is saved, the computer shuts down and consumes virtually no power. To bring your computer out of hibernation, press the power button. It takes slightly longer to come out of Hibernation than Stand By, but it's still much faster than starting up from scratch.

You can set your computer to go to Hibernate mode after a specific period of inactivity. In Windows XP, the path is: control panel/performance and management/power options/Hibernate tab.

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**A tip on printing multiple files:**

When you need to print multiple documents, you do not need to open each one and then print, they can be printed all at once. Simply, open the folder that contains the documents you want to print. Then, while holding down the CTRL key, click to select (highlight) the files to be printed. Using the CTRL key allows you to highlight selected files not adjacent to each other. (if the files **are** contiguous, select the first file in the list, hold down the SHIFT key, and click the last file in the list). Once the files you want to print are highlighted, **Right click** on the highlighted files and click **File/Print**. The files will be printed in the order that they appear within the folder.

