



LAUNDRY ROOMS FLYERS



Dear Valued Customer,

Thank you for trusting your laundry program to CSC ServiceWorks, the premier provider of quality laundry services and amenities to schools across the U.S.

We want to provide you with resources to ensure you have a successful laundry program all year round. On the following pages, you will find flyers that address the most common issues we have found in the campus laundry rooms, which includes overloading, detergent usage, how to request service, and more! These flyers can be posted on your website, emailed, or hung in your laundry space(s).

We can also customized any of the following signage, or create additional signage to address any issues occurring in your laundry space.

Sincerely,

CSC ServiceWorks Academic Division

CSC INTRO TO LAUNDRY

Easy Wash

1. **Add** detergent (if using laundry pods, place in wash tub.)

Using too much detergent can leave a residue on your clothing.



2. **Load** clothes into washer loosely.
3. **Close** the washer lid/door securely, without slamming.
4. **Select** desired wash settings.
5. **Insert** payment (if applicable) and push start.

***HINT:** Upon cycle completion, leave the washer lid/door open to help the drum dry quickly and prevent odor.*

Simple Dry

1. **Clean** lint screen to keep the dryers running efficiently and save energy.

1. **Load** clothing. Make sure clothes can move freely to dry efficiently.

One wash load = One dryer load

2. **Select** desired dry settings (i.e. permanent press, low heat, high heat, etc.)

3. **Insert** payment (if applicable) and push start.

***HINT:** Do not dry wool, rubber, or plastic items.*



Green Your Laundry Routine

-  **Only wash full loads of laundry.**
-  **Use the cold water cycle** (whenever possible) since up to 90% of the energy used for washing clothes goes to heating the water.
-  **Remove clothes from the dryer immediately** to reduce the need for ironing. This saves time and energy!



Tips N' Tricks

Follow the laundry tips provided below to achieve the best possible results

WASH AND DRY TIPS

Easy Wash

- **Separate** your clothing according to color, fabric type, and soil level.
HINT: Mixing light and dark colors may cause colors to bleed.
- **Zip** zippers and button buttons.
- **Remove** all items from pockets.
- **Use** only 2 tablespoons of HE detergent or 1 laundry pod.
- **Check** for stains and pre-treat.

Simple Dry

- **Clean** the lint screen before and after each use.
- **Check** your garment tags to be sure heat drying is appropriate.
- **Do not** overload the machines: One washer load equals one dryer load.
- **Do not** place garments with remaining stains in the dryer.
- **Do not** dry wool, rubber, or plastic items.

LAUNDRY ETIQUETTE

Use the cold water setting to save energy and help the environment.

Report service issues to ensure the machines get fixed and returned to service quickly.

Leave the washer door open after use to help the drum dry quickly.

STAIN TIPS

Cosmetics: Spray stain with stain remover. Wash in hottest water safe for the fabric.

Grease: Soak in club soda.

Coffee: Pour boiling water over stain.

Ketchup: Soak in cold water and rub detergent into stain then wash.

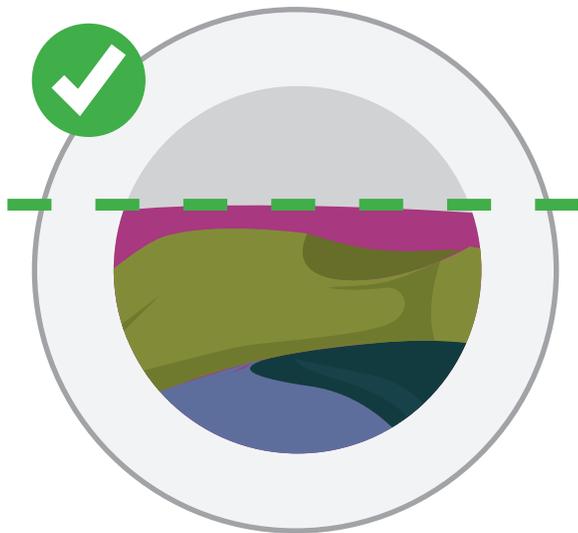
Grass: Rub detergent into stain with safe for fabric bleach.

Mustard: Work glycerin into stain or sponge with rubbing alcohol.



Do Not Overload the Washers Dryers

Your clothing needs to be able to move freely to clean properly.



- Pile clothes loosely in washer, leaving about 5” of space from the top
- 1 wash load = 1 dry load
- **DO NOT** wash or dry comforters or large bulky items in these machines



- If clothing is overloaded and clothing can't move freely, the load will not be able to wash or dry effectively and clothing can be damaged

Always Check Your Pockets

Objects left in your pockets can damage your clothing.



Objects commonly found in the machines include: pens, hair ties, bobby pins, and loose change.

Your clothing along with CSC thanks you for your cooperation!

Use Less Detergent

Did you know it only takes two tablespoons of detergent to wash a full load?



Too much detergent causes oversudsing and washer malfunction.



For best results, use only two tablespoons of High Efficiency detergent or one laundry pod.



Too much detergent leaves residue on clothing, and causes machines to malfunction.

Green Your Laundry Routine!

Let's go green:

Meaningful ways to reduce the negative environmental impact of doing laundry.

-  Only wash full loads of laundry.
-  Use the cold water cycle (whenever possible) since up to 90% of the energy used for washing clothes goes to heating the water.
-  Use 2 tablespoons of HE detergent or one laundry pod to eliminate residue, maintain the quality of your clothes, and reduce service calls.
-  Recycle your detergent bottles.
-  Clean the dryer lint screen before and after use.
-  Remove clothes from the dryer immediately to reduce the need for ironing. This saves time and energy!

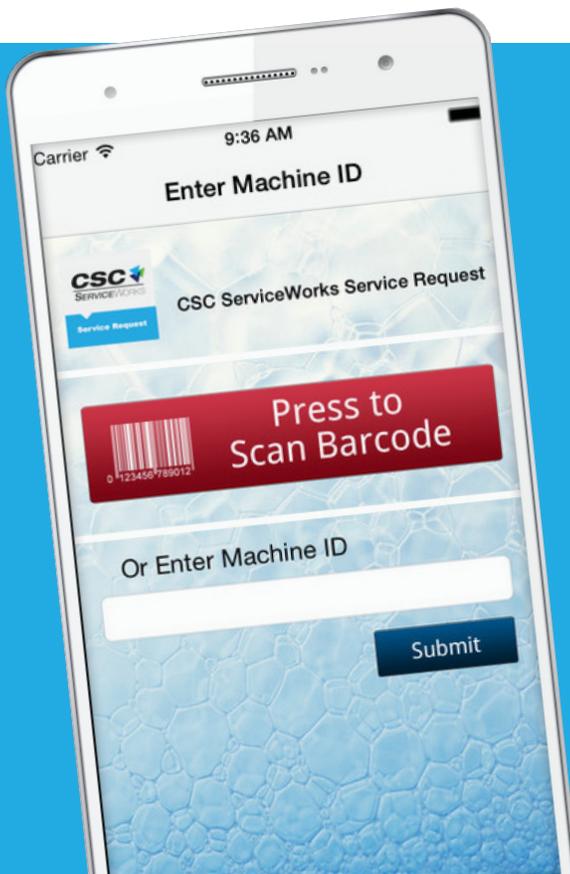


The cold facts:

-  An average washer uses 90% less energy when using cold water.
-  Cold water makes clothes last longer.
-  Cold water cleans as effectively as hot water.
-  Modern soap is designed to work with cold water.
-  Using cold water saves natural gas (and carbon!).
-  Oil and berry stains are the only stains that need hot water. Pre-treating works best!

Don't let washer woes slow you down.

Download the CSC ServiceWorks app!



STEP 1

Download the **CSC ServiceWorks Service Request App** to your smartphone.

STEP 2

Use the app to scan the license plate located on the front of the machine, or enter the machine number & submit.

STEP 3

Indicate the machine's problem, fill in your email address, and hit submit.

Other ways to report service:

Call the Customer Support Center:

1-800-762-3452

Visit the CSC Website:

cscswacademic.com

Attention Students!

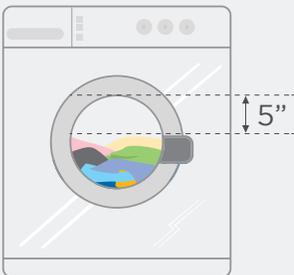
How to load a front-load washer properly:

1 Sort clothing
by color, fabric, and soil level.

2 Load clothes loosely
and make sure nothing
is hanging from the door.



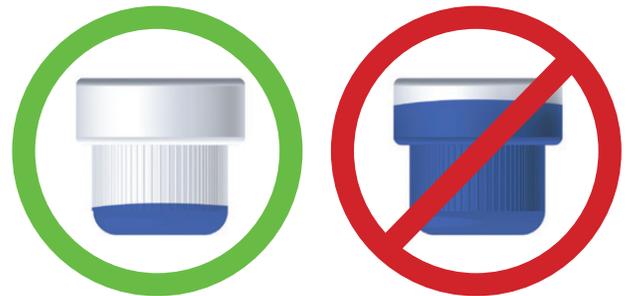
3 Leave 5" of space
between your clothing and
the top of the machine.



Hint: Do not overload the machine. It may cause machines to time out and lock clothes in for an extended period of time.

How much detergent to use for best results:

Use two tablespoons of high efficiency detergent.



Look for this symbol on your detergent container

Too much detergent causes oversudsing and washer malfunction. Please help to keep our machines in good working order.



Detergent 101



Detergent Pods[®]

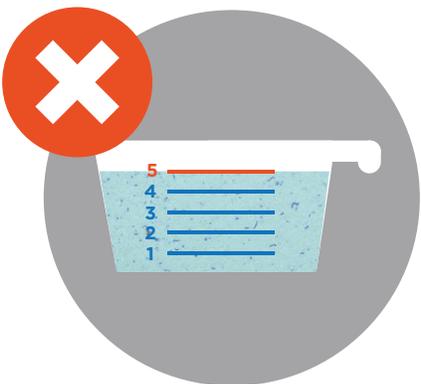
Always place the pod in the tub before loading your clothing.

Never place pods in the detergent compartment.



Liquid Detergent

For best results, use only two tablespoons of High Efficiency  detergent. Pour liquid in labeled detergent compartment.



No Powdered Detergent

Please do not use powdered detergent in the machines.

Detergent 101



Detergent Pods®

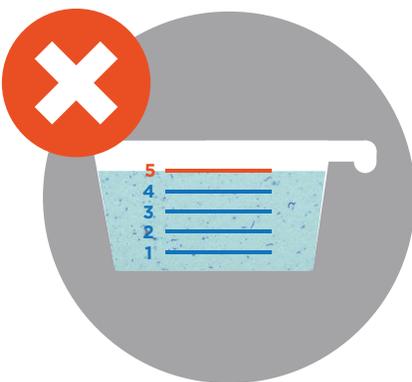
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No Powdered Detergent

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Why Use Pods?



1 Pods are pre-measured for HE washers

There is no chance of oversudsing.

2 Pods combine detergent and softener

No need to store more than one bottle of detergent.

Where do pods go?

When using pods, do not put them in the soap dispenser drawer. Toss them inside the tub with your dirty clothes.



Using Pods?



- ✓ For best results, use one pod or two tablespoons of High Efficiency detergent per wash load.
- ✓ ALWAYS place pods in the washtub before loading your clothing.
- ✓ DO NOT place pods in the soap tray.

Give your cycle a boost!

Additional cycle options for just 25¢.



EXTRA **HEAVY SOIL**

The *Heavy* cycle option will increase your cycle time and agitation. To select cycle, insert an additional quarter or swipe payment card and select *Heavy*.



EXTRA **RINSE**

Extra Rinse tacks an additional rinse onto the end of a normal cycle to ensure dirt, dust and detergent are thoroughly flushed out. For an extra rinse cycle, simply insert an additional quarter or swipe your card and select *Extra Rinse*.



EXTRA **DRY TIME**

Add 12 minutes of dry time to your cycle. Just insert an additional quarter or swipe your card before the cycle is complete.

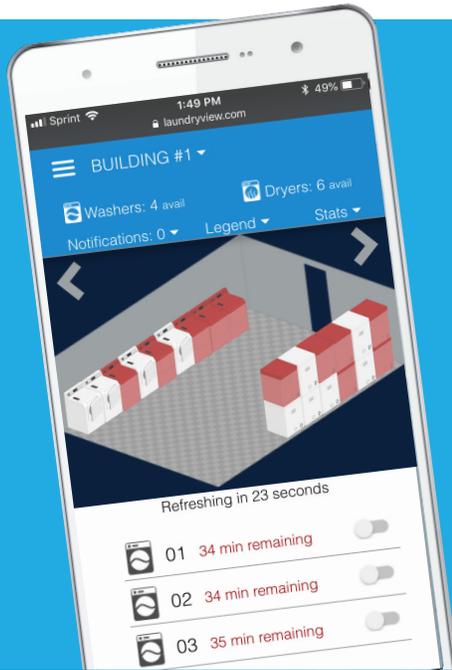
ATTENTION STUDENTS

Please **DO NOT**
sit on the machines.

Thank you for
your cooperation!

LaundryView® Monitoring

See which machines are available before you step foot in the laundry room!



STEP 1

Open laundryview.com in your web browser.

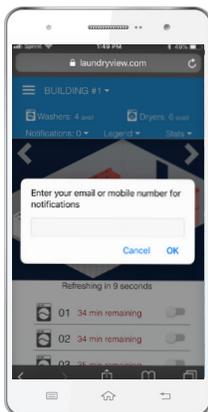
STEP 2

Type the name of your school in the search bar.

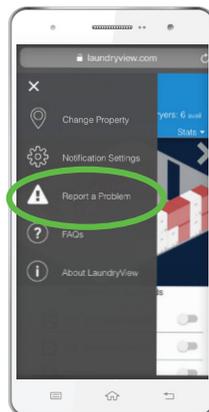
STEP 3

Select your laundry room.

Features of LaundryView Monitoring:



SET TEXT OR EMAIL ALERTS.



REPORT SERVICE ISSUES.



VIEW CYCLE TIME REMAINING.



ACCESS FAQs ABOUT LAUNDRY.



Rethinking
Laundry.™

CSCSWACADEMIC.COM