

| 1. DEFINE BASIC PARAMETERS | |
|-----------------------------------------------|-----------|
| # of volumes | 3,000 |
| # of total pages to be imaged | 4,500,000 |
| storage space per page incl. surrogates (Mb.) | 40 |
| cost of storage per terabyte | 500 € |
| working days in a year for FTE | 220 |
| working hours in a day for FTE | 8 |
| QA overhead | 15% |

This tool will estimate the overall cost of undertaking a digitisation project. To use it, please fill out the light green cells in Section 1 and then Section 2.

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| |
|-------------------------------|
| # of minutes per volume |
| # of minutes per 10 pages |
| # of personnel (FTE) |
| annual gross salary per FTE |
| time cost in days (incl. QA) |
| overall personnel costs |
| outsourcing / 3rd party costs |

| 3. CALCULATION REPORT | |
|---------------------------------|------------------|
| total man-days in project | 1,170 |
| total project duration in days | 548 |
| total project duration in years | 2.49 |
| total storage req. in Tb. | 180 |
| total staff costs | 431,838 € |
| total outsourcing costs | 150,000 € |
| total storage costs | 90,000 € |
| total costs | 671,838 € |
| costs per page | 0.15 € |



Digitisation Cost Estimator

University Library

NIEDERSÄCHSISCHE STAATS- UND
UNIVERSITÄTSBIBLIOTHEK GÖTTINGEN



2. SET YOUR WORKFLOW STEPS

| Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Workflow totals |
|----------|-----------|-----------|-----------|-----------|-----------------|
| 3 | 1 | | | 1 | 5 |
| | 1.5 | 1 | | 1 | 3.5 |
| 4 | 4 | 5 | | 2 | 15 |
| 42,000 € | 18,000 € | 36,000 € | | 24,000 € | |
| 5 | 406 | 216 | 0 | 543 | 1,170 |
| 4,116 € | 132,903 € | 176,420 € | 0 € | 118,398 € | 431,838 € |
| | | | 150,000 € | | 150,000 € |

We hope that the use of this tool will be self-explanatory, however, if you would like any further support in its use, please contact the IMPACT HelpDesk at www.impact-project.eu/helpdesk.

Although great care was taken in producing this cost estimator, you use it at your own risk. IMPACT can not guarantee the absence of errors or omissions in this tool. If you find any mistakes, please help us improve the tool by either leaving feedback with the HelpDesk or by contacting the authors at impact@sub.uni-goettingen.de

