Figure 13-6. **Costing guide.**

COSTING GUIDE

Content acquisition	
1. _____ hours at $_____ per hour = $_____	**$**
2. _____ hours at $_____ per hour = $_____	**$**
3. _____ hours at $_____ per hour = $_____	**$**
Total *hours* for Content Acquisition:	
Total *cost* for Content Acquisition:	**$**
Development of standards	
1. _____ hours at $_____ per hour = $_____	**$**
2. _____ hours at $_____ per hour = $_____	**$**
3. _____ hours at $_____ per hour = $_____	**$**
Total *hours* for Development of standards:	
Total *cost* for Development of standards:	**$**
Scripting	
1. _____ hours at $_____ per hour = $_____	**$**
2. _____ hours at $_____ per hour = $_____	**$**
3. _____ hours at $_____ per hour = $_____	**$**
Total *hours* for Scripting:	
Total *cost* for Scripting:	**$**
Screens	
1. _____ hours at $_____ per hour = $_____	**$**
2. _____ hours at $_____ per hour = $_____	**$**
3. _____ hours at $_____ per hour = $_____	**$**
Total *hours* for Screens:	
Total *cost* for Screens:	**$**
Underlying models	
1. _____ hours at $_____ per hour = $_____	**$**
2. _____ hours at $_____ per hour = $_____	**$**
3. _____ hours at $_____ per hour = $_____	**$**
Total *hours* for developing Underlying models.: _____	

Figure 13-6 (continued). **Costing guide.**

Total *cost* for developing Underlying models.: $_____	**$**
Graphics	
1. ____ hours at $_____ per hour = $_____	**$**
2. ____ hours at $_____ per hour = $_____	**$**
3. ____ hours at $_____ per hour = $_____	**$**
Total *hours* for Graphics:	
Total *cost* for Graphics:	**$**
Video	
1. ____ hours at $_____ per hour = $_____	**$**
2. ____ hours at $_____ per hour = $_____	**$**
3. ____ hours at $_____ per hour = $_____	**$**
Production costs $_____	**$**
Talent costs $_____	**$**
Total *hours* for Video:	
Total *cost* for Video:	**$**
Audio	
1. ____ hours at $_____ per hour = $_____	**$**
2. ____ hours at $_____ per hour = $_____	**$**
3. ____ hours at $_____ per hour = $_____	**$**
Production costs $_____	**$**
Talent costs $_____	**$**
Total *hours* for Audio:	
Total *cost* for Audio:	**$**
Interactions	
1. ____ hours at $_____ per hour = $_____	**$**
2. ____ hours at $_____ per hour = $_____	**$**
3. ____ hours at $_____ per hour = $_____	**$**
Total *hours* for Interactions:	
Total *cost* for Interactions:	**$**

Figure 13-6 (continued). **Costing guide.**

Data collection	
1. ____ hours at $____ per hour = $_____	**$**
2. ____ hours at $____ per hour = $_____	**$**
3. ____ hours at $____ per hour = $_____	**$**
Total *hours* for Data collection:	
Total *cost* for Data collection:	**$**
Bookmarking	
1. ____ hours at $____ per hour = $_____	**$**
2. ____ hours at $____ per hour = $_____	**$**
3. ____ hours at $____ per hour = $_____	**$**
Total *hours* for Bookmarking:	
Total *cost* for Bookmarking:	**$**
Record keeping	
1. ____ hours at $____ per hour = $_____	**$**
2. ____ hours at $____ per hour = $_____	**$**
3. ____ hours at $____ per hour = $_____	**$**
Total *hours* for Record keeping:	
Total *cost* for Record keeping:	**$**
Log on and registration	
1. ____ hours at $____ per hour = $_____	**$**
2. ____ hours at $____ per hour = $_____	**$**
3. ____ hours at $____ per hour = $_____	**$**
Total *hours* for Log on and registration:	
Total *cost* for Log on and registration:	**$**
Associated EPSS	
1. ____ hours at $____ per hour = $_____	**$**
2. ____ hours at $____ per hour = $_____	**$**
3. ____ hours at $____ per hour = $_____	**$**
Total hours for Associated EPSS:	
Total cost for Associated EPSS:	**$**

Figure 13-6 (continued). **Costing guide.**

Software testing (alpha and beta versions).	
1. ____ hours at $_____ per hour = $_____	$
2. ____ hours at $_____ per hour = $_____	$
3. ____ hours at $_____ per hour = $_____	$
Total *hours* for Software testing:	
Total *cost* for Software testing:	$
Project management	
1. ____ hours at $_____ per hour = $_____	$
2. ____ hours at $_____ per hour = $_____	$
3. ____ hours at $_____ per hour = $_____	$
Total *hours* for Project management:	
Total *cost* for Project management:	$
Clerical	
1. ____ hours at $_____ per hour = $_____	$
2. ____ hours at $_____ per hour = $_____	$
3. ____ hours at $_____ per hour = $_____	$
Total *hours* for Clerical:	
Total *cost* for Clerical:	$
Packaging (Install programs – CD-ROM burning – duplication, etc.)	
1. ____ hours at $_____ per hour = $_____	$
2. Developing installation routines $_____	$
3. Mastering for duplication: $_____	$
4. Duplication: $_____	$
5. Packaging materials: $_____	$
6. Distribution $_____	$
Total *hours* for Packaging:	
Total *cost* for Packaging:	$

Figure 13-6 (continued). **Costing guide.**

Manuals/instructions	
1. _____ hours at $_____ per hour = $_____	**$**
2. _____ hours at $_____ per hour = $_____	**$**
3. _____ hours at $_____ per hour = $_____	**$**
4. Duplication: $_____	**$**
5. Packaging materials: $_____	**$**
Total *hours* for Manuals/instructions:	
Total *cost* for Manuals/instructions:	**$**
Travel	
1. Airfares $_____	**$**
2. Hotels $_____	**$**
3. Car rentals $_____	**$**
4, Per diem $_____	**$**
5. Mileage $_____	**$**
6. Taxi $_____	**$**
7. Parking $_____	**$**
Total cost for Travel:	**$**
Other out-of-pocket expenses	
1. $_____	**$**
2. $_____	**$**
3. $_____	**$**
Total cost for Out-of-pocket expenses:	**$**
Overhead	
1. Total applicable costs from above x _____% _	
Total cost for Overhead: $_____	**$**
Taxes	
Total taxes:	**$**

Figure 13-6 (continued). **Costing guide.**

Project Summary	
Total hours:	
Total expenses (non-salary)	$
Total salaries	$
Total overhead:	$
TOTAL COSTS	$