

April 15, 1983

The IBM Diablo 620 Printer costs \$842.00 to purchase and \$240 a year for maintenance. An IBM Correcting Selectric III costs \$716.00 to purchase and \$30 in yearly maintenance. An ACT5A costs \$649.00 to purchase and \$150 in yearly maintenance.

I estimate that our paper use will be 80 reams per semester. A good half of this amount will be for advertising the Lab to the students and teachers in the new freshman, sophomore, and junior composition courses and to the substantial-writing-component courses.

The printing cost is based on an estimated 80 reams of paper used per semester, all of it duplicated within the Department. A good half of this paper is needed for university-wide advertising of the Lab to students and teachers. If it happens that it is impossible to do all of this duplication with the Department, Central Duplicating can handle printing 10 reams, one side only, for \$41--a cost roughly five times that of in-house duplicating.

As for computer time and supplies, I estimate that with an average of 8 terminals running, 8 hours a day, five days a week, our costs will average \$4352.00 in time per semester and \$435.00 in supplies per semester.

Included in the costs below are those of the telephone and book replacements. Book replacements can involve purchasing either replacements for current books we use in the Lab or new texts that expand or add to our teaching resources.

c. Estimated costs