

Quality WorkBench cost calculator



ROI (Return on Investment) can be notoriously hard to measure. In generally improving the efficiency of document flows and business processes Quality WorkBench can reduce costs and improve productivity in many areas. But how does one quantify the effectiveness of, say, more timely responses to customer queries, or the speedier resolution of nonconformities? We can only guess at these - and how they affect **your** business.

To illustrate the improvements Quality WorkBench brings, we have chosen a more mundane example and yet one that applies to virtually any business. It is also one that we can - albeit a little crudely - measure quite readily. This is the saving in paper and replication costs, and the cost of associated wasted staff time, that the Document Control module alone can bring.

Try the cost calculator below with values (in pounds sterling) for the costs in your company. You may be surprised at the result!

The hidden cost of document control admin

Example for a medium sized company

Printing Costs

Cost per page of paper	0.005
Cost per page of laser toner	0.007

Document Statistics

Number of documents i.e. *.doc, *.xls, *.pps, *.dwg	150
Average number of pages	2

Document Administration

Average number of document changes per annum	2
Number of paper copies required within company	10

Administration Staff Costs

Number of admin staff involved	2
Percent of time spent on admin	25%
Average salary per annum	£12,000

General Staff Costs

Number of staff in company	60
Percentage of time spent on document chasing / searching	2%
Average salary per annum	£15,000

Total cost per annum **£24,072**

The hidden cost of document control admin

Interactive calculator

Printing Costs

Cost per page of paper	
Cost per page of laser toner	

Document Statistics

Number of documents i.e. *.doc, *.xls, *.pps, *.dwg	
Average number of pages	

Document Administration

Average number of document changes per annum	
Number of paper copies required within company	

Administration Staff Costs

Number of admin staff involved	
Percent of time spent on admin	
Average salary per annum	

General Staff Costs

Number of staff in company	
Percentage of time spent on document chasing / searching	
Average salary per annum	

Total cost per annum

Example figures are in pounds sterling

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