

**University of Illinois Library at Urbana-Champaign  
Digital Services and Development Unit Reproduction Costs**

The charges below are outlined as an estimate for reproduction requests. Charges are subject to change without notice. **Usage fees may also be assessed if the materials will be used in a publication.** Turn around time is estimated at 10-15 working days but depending on the job size, may take longer. Please email dsd@library.uiuc.edu for further information.

**Large Format Scanning (larger than 11"x17")**

Cost

\$30 scanner setup fee  
\$5/per scan after the first

File Storage Media

\$10 per CD (includes cost of CD)  
\$20 per Zip Disk (includes cost of zip disk)

Recommended resolution for large items will be calculated using the Image Quality Calculator (<http://images.library.uiuc.edu/projects/calculator/>). Files will be saved as uncompressed TIFFs unless otherwise specified. Images will be cropped, rotated, and de-skewed. Light levels and color balance will be checked and compared to the original.

NOTE: Fragile Materials from the Library's collection **must** be encapsulated by the Conservation department before they can be scanned. Encapsulation price is \$1.50 per square foot. The need for encapsulation will delay the scanning process.

**Flatbed Scanning (11"x17" and smaller)**

Cost

\$10 setup and initial image fee  
\$2 per image after the first

File Storage

\$10 per CD (includes cost of CD)  
\$20 per Zip Disk (includes cost of zip disk)

Resolution will be 600 DPI unless otherwise specified. Files will be saved as uncompressed TIFFs unless otherwise specified. Images will be cropped, rotated, and de-skewed. Light levels and color balance will be checked and compared to the original. Optical Character Recognition (OCR) is available for an additional \$2/page (documents will NOT be proofed for errors).

**35 mm Slide Scanning**

Cost

\$10 setup and initial image fee  
\$2 per image after the first

File Storage

\$10 per CD  
\$20 per Zip Disk

Resolution will be 2400 DPI unless otherwise specified. Files will be saved as uncompressed TIFFs unless otherwise specified. Images will be cropped, rotated, and de-skewed. Light levels and color balance will be checked and compared to the original.

### **Large Format Printing (larger than 11"x17." Up to 400 DPI 24-bit color)**

#### Cost

\$30 setup fee (this fee is waived if DSD has also scanned the image)

\$2.75 per linear foot on regular coated paper

#### Formats

DSD will accept files for printing in TIFF (without compression) or JPEG formats. Files must be stored on an accessible University of Illinois server or provided on a CD.

### **Digital Photography**

#### Cost

\$30 setup and initial image fee

\$2 per image after the first

#### File Storage

\$10 per CD

\$20 per Zip Disk

Resolution will be 300 DPI unless otherwise specified. Files will be saved as uncompressed TIFFs unless otherwise specified. Images will be cropped, rotated, and de-skewed. Light levels and color balance will be checked and compared to the original.