Computer Services by Stacey

www.computer-stacey.org

Services & Rates
(US Dollars) effective 2022-2024
(turnaround time 24-48 hours)
*** * unless otherwise stipulated**

$50 per hr. -Computer Training (one on one or classroom settings)

$60 per hr. - Computer troubleshooting (diagnosing computer hardware & software problems)

15¢ each - copies

$40 per hr. - Desktop Publishing (brochures, flyers, newsletters, etc.)

$1.00 - fax (first page)

50¢ -2nd page

30¢ each - Mailing labels

Manuscripts, Essays, Dissertations (Thesis):
(this includes hard copies, handwritten documents and transcription via audio tapes)

100+ (double space) $2.50 per page

100+ (single space) $3.50 per page

1-50 (flat rate) $4.00 per pages

51 – 100 (flat rate) $3.00 per pages

$30 per hr. - Personal Assistant (includes: bookkeeping, concierge, database management, internet research, spreadsheets)

(*please note if database and spreadsheets are detailed it will cost extra*)

$40 per hr. - PowerPoint Presentations

Reprinted Laser prints - 35¢ each

$40+ per hr. $5 per page

$40+ per hr. -Transcription (from tapes) per page
(Time and a half -Weekend Dictation)

$35 per hr. - Word Processing - Straight Typing (Contracts, legal documents, proposal, letters, etc.)

$40 per hr. - Word Processing - Enhanced (columns, tabulations, tables, graphics, etc.) -

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Web Design (from scratch no template)

Initial consultation for website - $100 for consultation and first hour - $50 from 2nd hour on follow up meetings - $50 per hour

Create Company Logo for Website - $150

Create just a Logo - $200

One Page Design - $150

Each Additional Pages - $50

Popup Windows - $20 each

Flash Animation - price per project

Sample 1 of Website - 4 page layout - $400

Sample 2 of Website - 10 page layout - $700

Create logo only $200 (for Company Logo on Website - $100)

$300 setup fee - Search Engine Registration for web site (You must purchase a Web Hosting Site to have your website listed. In addition, to have your website listed with popular search engines, i.e., Google, Bing, Yahoo, AOL, Facebook, Twitter, etc. Some sites charge a monthly or yearly fee.)

Web Maintenance (checking to make sure your site is working, i.e. no broken links, pages are loading correctly, email is being delivered to the correct email account, etc.)

FOR CAD Work

We support architectural and audio/video/control diagrams. Our staff has over a decade of experience designing A/V systems and room layouts in accordance to Teleconferencing and Building Code Standards ensuring accuracy in the project. This includes custom cabinets, podiums and other such designs.

We provide architectural, electrical, mechanical and audio/video/control diagrams. We translate sketches provided by clients into finished design drawings using the proper symbols, scales and layering techniques.

We use standard computer aided design CAD techniques and skills.

Poor quality/or illegible source of work are subjected to 20% of invoice added to bill.

Estimates are quoted to the best of our ability - Note final invoice is based on actual project requirement. Differences greater than 1/2 of what was quoted between estimated actual requirements will be discussed fully with client prior to completion of work.

Acceptance of work or services performed and agreed upon, the client assumes full responsibility for proofreading and accuracy of documents. Any errors or omissions found, thereafter, are not the responsibility of Computer Services by Stacey.

Any changes needed by the client after final copy has been accepted will incur a fee.

Any errors on our part brought to our attention within a 30 day period will be corrected without charge.