



Does Digitizing Engineering Files Make Sense?
This company saved \$33,000 in Annual Retrieval Cost.

Manufacturing businesses retain a wealth of knowledge in their engineering flat files. While newer drawings are created on AutoCAD, ProEngineer and other off-the-shelf softwares, engineering functions still need to draw upon drawings created in earlier softwares or in many cases hard copy paper or mylar drawings.

Significant time and cost is expended in locating a specific drawing, copying it, and making it available to either your vendor or clients.

This is what a manufacturing business located in Pennsylvania discovered. Their engineers realized that every week they were getting 50 - 60 drawing requests from their customer or vendors. An engineer would walk to the drawing files, search for the drawing, scan it into their system so that they could then share the scanned image with their client.

The customer very quickly recognized the large savings potential of digitizing all drawings. All 3000 drawings were scanned using high speed scanners. Drawings were indexed based on search criteria identified by the engineers. In the process the manufacturing operation realized an annual savings of **\$33,000.00 in annual retrieval cost.**

Compare Accessing Hard Copy Engineering Drawing Verses Retrieving Digitized Engineering Drawings	Single Drawing Cost	Weekly Cost (Retrieving 50 Drawings per week)	Annual Cost (Retrieving 50 Drawings Weekly)
Access Drawing & Scan Drawing(minutes)	15		
Rotate Drawing, Assign File Name, Index Two Fields (Minutes)	8		
Return Document to Storage Cabinet, Refile (minutes)	5		
Total Labor time (minutes)	26		
Labor rate per hour, direct	\$ 25.00		
Labor Overhead %	25%		
Cost to Retrieve a Paper Drawing	\$ 13.54	\$ 667.08	\$ 35,208.33
Accessing Digitized Drawings	\$ 1.04	\$ 52.08	\$ 2,708.33