

Oliver Knill's work on Dean of Undergraduate Education webpage

**Summary:**

My suggestion had been to have 50 \$/hour consulting fee with a cap on maximal 30 hours. The later limit has been reached.

Labor	1500 \$
Material	80 \$
Total	1580 \$

**Hours:**

The hours were spent on evenings and Weekends (no Harvard time, and if, then this was compensated in the evenings).

10. Sep:	Meeeting, project planning	1 hour
11. Sep:	Preparations: download old page, make plan	2 hours
12. Sep:	Meetings and first work (design), make photos, discuss layout	3 hours
14. Sep:	Work on page (coding, organizing material, html)	7 hours
15. Sep:	Work on page, Help pages	4 hours
16. Sep:	Host page, Correspondences	1 hour
16. Sep:	Library littographies	2 hours
17. Sep:	Scanning littographies, smaller corrections	1 hour
18. Sep:	Photos, Archive	1 hour
19. Sep:	Photo choices, switching	1 hour
22. Sep:	Work on University hall, updates, artwork	4 hours
24. Sep:	Photos Beth, Harvard map archive	1 hour
26. Sep:	Move Cue guide, smaller corrections	1 hour
27. Sep:	Maps, adjustments	1 hour
28. Sep:	Maps	1 hours
29. Sep:	Add specials part, maps	2 hours
30. Sep:	Meeting, add links, smaller corrections	1/2 hour
2. Oct:	Add text and links	1/2 hour
6. Oct:	Cosmetic changes	1/2 hour
11. Oct:	Changes from Office (from John)	2 hours
12. Oct:	Add documents (from Stephanie)	1 hour
22. Oct:	Adaptations to new site (currently not needed)	4 1/2 hours
	Total:	42 hours

**Equipment:**

I used my own private personal computers (Macs and PC's), digital cameras and scanners to work on these pages. This is included in the hours.

**Material:**

16. Sep:	Scanning costs for Harvard Maps archive	80 \$
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