

Reports Conversion v6 to v7

Operations

Reports

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Moving from v6 to v7? You'll need to convert your saved reports.

Not all of the report templates in v6 have a v7 equivalent, but the lists in these tabs should give you a good idea of where to start. In many cases, multiple v6 report templates were consolidated into one v7 template that allows for various sorting and formatting options. Reports are highly customizable, so test each of the options to find the best report and format to fit your needs.

There are more reports in v7 than are listed here. See the [Complete Reports List](#) for more info.



Some reports haven't been moved to v7 because we aren't sure if they're still being used. If there's a v6 report you use and need that isn't in v7, please [let us know](#) which report it is and how you use it so we can better inform our decisions.

Titles

General

Version 6	Version 7
Pull Pending Holds	On-Shelf Holds
Series List - 1 Line	Title Information by Series
Study Programs - 1 Line	Accelerated Reader Information Guided Reading Information Fountas and Pinnell Information Reading Counts Information
Title List - 1 Line	Title Information Title Information by Award Title Information by Category Title Information by Language Title Information by Publisher Title Information by Subject Titles with No Copies Titles with No Cover Art
Title List - 1 Line Landscape	Title Information Title Information by Award Title Information by Category Title Information by Language Title Information by Publisher Title Information by Subject Titles with No Copies Titles with No Cover Art
Title List - Detailed	Title Information Title Information by Award Title Information by Category Title Information by Language Title Information by Publisher Title Information by Subject Titles with No Copies Titles with No Cover Art

Reports Conversion v6 to v7	
Title List - Summary Last Updated: \$action.dateFormatter.format(new Date(new Date().getTime() + (new Date().getTime() - new Date().getTime()) * 1.5))	Title Information by Award Title Information by Category Title Information by Language Title Information by Publisher Title Information by Subject Titles with No Copies Titles with No Cover Art
Title List - Lexile Not Entered	Titles with No Lexile Score
Title List - Lexile Score	Titles with Lexile Score
Title List - MARC Format	<i>Use an Export:</i> Export Items, Title Based

Publication Date Summary

Version 6	Version 7
Ignore Super Summary Classifications	<i>Not Available</i>
Super Summary Classifications	<i>Not Available</i>
Standard	Publication Date Summary

Usage

Version 6	Version 7
Top Circulated Items	Top Circulated Items
Year to Date Usage	Title Year to Date Usage
Lifetime Usage	Title Lifetime Usage

Cards

Card catalogs are obsolete, so these are no longer an option in v7.

Version 6	Version 7
Author Cards	<i>Not Available</i>
Catalog Card Set	<i>Not Available</i>
ISBD Author Cards	<i>Not Available</i>
ISBD Subject Cards	<i>Not Available</i>
ISBD Title Cards	<i>Not Available</i>
Series Cards	<i>Not Available</i>
Shelf List Cards	<i>Not Available</i>
Subject Cards	<i>Not Available</i>
Title Cards	<i>Not Available</i>

Bibliography

In Search, print a report for an item or all of the items in your results. [Learn More](#)

Version 6	Version 7
Bibliographic Format	<i>Moved to Search > Print</i>
Brief Bibliography	<i>Not Available</i>
Citation Format	<i>Moved to Search > Print</i>
Full Details	<i>Moved to Search > Print</i>
MARC Records	<i>Moved to Search > Print</i>
Notes	<i>Moved to Search > Print</i>
Short Details	<i>Moved to Search > Print</i>
Simple Bibliography	<i>Not Available</i>
Standard Bibliography	<i>Not Available</i>



Your Library
Without Limits

SEE HOW



Copies General

Version 6	Version 7
Catalog Format - 1 Line	Copy Information
Catalog Format - Copies	<i>Not Available</i>
Catalog Format - Titles	<i>Not Available</i>
Copy List - 1 Line	Copy Information
Copy List - 1 Line Landscape	Copy Information
Copy List - Complete	Copy Information
Copy List - Detailed	Copy Information
Copy List - Simple, with Barcodes	Copy Information
Copy List - Summary	Copy Information
Copy Status	Copy Status
Copy Status Details	Copy Status Details
Item Analysis	Brief Analysis
Reordering Details	Reordering Details
Weeding List	Weeding List

Inventory

We've included a few useful inventory reports in v7, but you may find the [reports](#) you can run following an [inventory session](#) are more useful overall.

Version 6	Version 7
Inventoried Items	Copies Inventoried
Inventory Statistics Summary	Inventory Statistics Summary
Lost Items Inventoried	Lost Copies
Not Inventoried Items	Copies Not Inventoried

Labels

All individual envelope and spine label reports, including [Legacy reports](#), have been discontinued in favor of [customizable label reports](#) in standard sizes that can be altered to fit your needs.

Version 6	Version 7
AR Spine Labels	Copy Labels (5x10) – Spine Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Barcode Labels - 2 Line Custom 3x10	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels Copy Labels (8x6, Tall) -- Spine Labels, Study Programs
Barcode Laser Labels - 3x10	Copy Labels (3x10) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Envelope and Spine, Center with Scannable Barcode	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels Copy Labels (4x20) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Envelope and Spine, Centered	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels Copy Labels (4x20) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Envelope and Spine, Left	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels Copy Labels (4x20) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Envelope and Spine, Left with Scannable Barcode	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels Copy Labels (4x20) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Envelope and Spine, with Control Number	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels Copy Labels (4x20) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Horizontal Spine Labels - 5x10 Center	Copy Labels (5x10) – Spine Labels
Horizontal Spine Labels - 5x10 Center (Large)	Copy Labels (5x10) – Spine Labels
Horizontal Spine Labels - 5x10 Center (Medium)	Copy Labels (5x10) – Spine Labels
Horizontal Spine Labels - 5x10 Left	Copy Labels (5x10) – Spine Labels
Horizontal Spine Labels - 5x10 Left (Large)	Copy Labels (5x10) – Spine Labels
Interest Level Add-on	Copy Labels (4x10) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Lexile Add-on	Copy Labels (4x10) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
LOC Style Spine Labels - 10x3 Landscape	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels
LOC Style Spine Labels - 8x6	Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Reading Counts Add-on	Copy Labels (4x10) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Reading Counts Spine Label	Copy Labels (4x10) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Reading Level Add-on	Copy Labels (4x10) – Study Programs, Small Labels, Envelope Labels Copy Labels (8x6, Tall) – Spine Labels, Study Programs
Smart Barcode Labels - 3x10	Copy Labels (3x10) – Barcode Labels, Envelope Labels, Info Labels

Spine Only, Centered	Copy Labels (8x6, Tall) – Spine Labels, Study Programs Copy Labels (8x6, Wide) – Spine Labels
Spine Only, Centered (Large)	Copy Labels (8x6, Tall) – Spine Labels, Study Programs Copy Labels (8x6, Wide) – Spine Labels
Spine Only, Left	Copy Labels (8x6, Tall) – Spine Labels, Study Programs Copy Labels (8x6, Wide) – Spine Labels
Spine Only, Left (Large)	Copy Labels (8x6, Tall) – Spine Labels, Study Programs Copy Labels (8x6, Wide) – Spine Labels

Usage

Version 6	Version 7
Copy Usage - 1 Line	Copy Monthly Usage
Copy Usage - Detailed	Copy Monthly Usage Detailed
Item Copy Usage	Copy Usage Details
Super Summary Classifications - Ignore Super Summary Call Numbers	<i>Not Available</i>
Super Summary Classifications	<i>Not Available</i>

Collection Analysis

Version 6	Version 7
Collection Analysis - State - NY BEDS	<i>Not Available</i>
Collection Analysis - State - IOWA	<i>Not Available</i>
Super Summary, Regular	Super Summary
Super Summary, Missouri	Missouri Super Summary
Super Summary, Collapsed	Super Summary
Super Summary, Missouri Elementary	Missouri Super Summary
Super Summary, Secondary & K12	Missouri Super Summary
Super Summary, Houston	Houston Super Summary

Patrons

General

Version 6	Version 7
Patron Counts	Patron Counts
Patron History	<i>Moved to Patrons > Actions > Show History</i>
Patron List - 1 Line	Patron Information Inactive Patrons Patrons with No Email Patrons with No Picture Expired Patrons

Patron List - Detailed	Patron Information Inactive Patrons Patrons with No Email Patrons with No Picture Expired Patrons
Patron Overdue List	Patron Overdue List
Patron SIF Updates	Patron SIF Updates

Forms

Version 6	Version 7
Patron Cards	Library Cards (2x5)
Patron Desk Reference	Patron Desk Reference
Rolodex Cards	<i>Not Available</i>

Labels

Version 6	Version 7
Barcode - First Name, Last Name 3x10	Patron Barcode Labels (3x10)
Barcode - Last Name, First Name 3x10	Patron Barcode Labels (3x10)
Mailing - One Across	Patron Barcode Labels (3x10)
Mailing - Three Across	Patron Barcode Labels (3x10)

Status

Version 6	Version 7
Account Information - 2 Per Page	Account Introduction
Account Information - 4 Per Page	Account Introduction
Account Information - Email	Account Introduction
Account Information - Letters	Account Introduction
Patron Status	Account Status Summary
Suspended Patrons - 1 Line	Suspended Patrons
Suspended Patrons - Letters	Suspended Patrons
Suspended Patrons - Letters to Parents	Suspended Patrons
Suspended Patrons - Self Mailer	Suspended Patrons

Usage

Version 6	Version 7
Patron Monthly Usage - 1 Line	Patron Monthly Checkout Count
Patron Monthly Usage - Detailed	Monthly Checkout per Patron
Top Circulation Patrons	Top Borrowing Patrons

Lexile

Version 6	Version 7
Patron Lexile - 1 Line	Patron Lexile
Patron Lexile - Detailed	Patron Lexile
Patron Lexile - Graph	Patron Lexile Graph

Saved Lists

Log in to Researcher or Patron Status to see your Saved Lists.

Version 6	Version 7
Saved Lists - Detailed	<i>Not Available</i>
Saved Lists - Letters	<i>Not Available</i>

Circulation

General

Version 6	Version 7
Coming Due and Needed for Reservation	Needed for Reservation Notice
Due Date - Labels	<i>Not Available</i>
Due Date - Slips	<i>Not Available</i>
Loaned Items - 1 Line	Loaned Items Information
Loaned Items - 1 Line Landscape	Loaned Items Information
Loaned Items - Complete	Loaned Items Information
Loaned Items - Detailed	Loaned Items Information

Listings

Version 6	Version 7
Listings - 1 Line	Overdue Items Information
Listings - 1 Line with Charges	Overdue Items Information
Listings - Detailed	Overdue Items Information
Listings - Detailed with Contact Info	Overdue Items Information
Listings - Detailed with Cost	Overdue Items Information
Listings - Detailed with Overdue Fines	Overdue Items Information
Posting List	Overdue Items Posting List
Posting List - Detailed	Overdue Items Notice

Notices

Version 6	Version 7
Circulation Letter	Overdue Items Notice
Circulation Letter to Parents	Overdue Items Notice
Circulation Letter with Summary	Overdue Items Notice
Circulation Notice - 2 Per Page	Overdue Items Notice
Circulation Notice - 4 Per Page	Overdue Items Notice
Circulation Notice - Detailed	Overdue Items Notice
Circulation Notice - Email Format	Overdue Items Notice
Circulation Notice - Self Mailer	Overdue Items Notice
Circulation Notice - Simple	Overdue Items Notice
Damaged Items Letter	Damaged Items Notice
In-Stock Hold Notice	In-Stock Hold Notice
In-Stock Hold Notice - Email	In-Stock Hold Notice
In-Stock Hold Notice - 4 Per Page	In-Stock Hold Notice
Mailing Labels - One Across	In-Stock Hold Notice
Mailing Labels - Three Across	In-Stock Hold Notice
Recall Letters	<i>Not Available</i>
Refund Letter - Email Format	<i>Not Available</i>
Refund Letters	<i>Not Available</i>

Charges and Payments

Version 6	Version 7
Cash Drawer	<i>This report has moved to Circulation > Actions Menu > Cash Drawer Balance</i>
Charges and Overdue Fines - Charges Only	Charges and Overdue Fines - Charges Only
Charges and Overdue Fines - Fines Only	Charges and Overdue Fines - Fines Only
Charges and Overdue Fines - Standard	Charges and Overdue Fines - Complete
Charges Forgiven	Forgiven Charges
Credits Accepted	Patron Credit Details
Credits Un-accepted	<i>Not Available - This is no longer a concept in v7</i>
Patron Payment History	Patron Payment History
Payment Summary Statistics	<i>Not Available</i>
Refunds and Forgiven Amounts	Refunded Payments Forgiven Charges

Holds

Version 6	Version 7
In-Stock Holds	In-Stock Hold Notice
Item Hold Queue - In-Stock Holds	In-Stock Hold Notice
Item Hold Queue - Pending Holds	Pending Holds
Pending Holds	Pending Holds

Reservations

Version 6	Version 7
Items Reservations	<i>Not Available</i>
Reservations - 1 Line	Reservations List
Reservations - Labels	<i>Not Available</i>
Reservations Items	Reserved Items List

In-Transit

Version 6	Version 7
In Transit - Late in Arriving	In-Transit from Current Site, Late in Arriving In-Transit to Current Site, Late in Arriving
In Transit - Standard	In-Transit from Current Site In-Transit to Current Site
In Transit - Holds	In-Transit Holds for Current Site

Special Items

Version 6	Version 7
Archived Copies	Archived Copies
Discarded Copies	Discarded Copies
Library Use Copies	Library Use Copies
Lost Copies	Lost Copies
On Order Copies	On Order Copies
On Repair Copies	On Repair Copies
Reordering Details	Reordering Details
Unknown Patron Items	Unknown Copies

Acquisitions

Budgets

Budgets are not available in v7.

Version 6	Version 7
Budget List - 1 Line	<i>Not Available</i>
Budget List - Complete	<i>Not Available</i>

Orders

Orders are not available in v7.

Version 6	Version 7
Claim Letter	<i>Not Available</i>

Order Form	<i>Not Available</i>
Order List - 1 Line	<i>Not Available</i>
Order List - Complete	<i>Not Available</i>
Patron Receipt Letter	<i>Not Available</i>

Routes

Version 6	Version 7
Patron 1 Line	<i>Not Available</i>
Routes List 1 Line	Routes Information
Routes List Complete	<i>Not Available</i>
Routing Slip Complete	<i>Not Available</i>
Routing Slip Simple	Routing Slips
Routing Slip Single Line	<i>Not Available</i>

Subscriptions

Version 6	Version 7
Renewal List	<i>Not Available</i>
Subscription Due Dates	<i>Not Available</i>
Subscription History	<i>Not Available</i>
Subscription List 1 Line	Subscriptions Information
Subscription List Complete	Subscriptions Information
Subscriptions Claim Letter	<i>Not Available</i>
Subscriptions Claim Letter - Email	<i>Not Available</i>

Vendors

Version 6	Version 7
Vendor List - 1 Line	<i>Not Available</i>
Vendor List - Complete	<i>Not Available</i>

Authority Control



In v7, view the your authority controlled terms in [Authority Control](#).

Items

Version 6	Version 7
Awards	<i>Not Available</i>
Bibliographic Term	<i>Not Available</i>
Copy Location	<i>Not Available</i>

Copy Shelving	<i>Not Available</i>
Curriculum Term	<i>Not Available</i>
Funding Source	<i>Not Available</i>
Interest Term	<i>Not Available</i>
Medium	<i>Not Available</i>
Publisher	<i>Not Available</i>
Site	<i>Not Available</i>
Subject Headings	<i>Not Available</i>
Subject Subdivisions	<i>Not Available</i>

Patrons

Version 6	Version 7
City	<i>Not Available</i>
Patron 2nd Location	<i>Not Available</i>
Patron Grade	<i>Not Available</i>
Patron Homeroom	<i>Not Available</i>
Patron Site	<i>Not Available</i>
Postal Code	<i>Not Available</i>
State	<i>Not Available</i>

Items

Version 6	Version 7
Corporations (Authors or Subjects)	<i>Not Available</i>
Meetings (Authors or Subjects)	<i>Not Available</i>
People (Authors of Subjects)	<i>Not Available</i>
Titles (or Series)	<i>Not Available</i>

Statistics

Usage by Period

Version 6	Version 7
Usage by Period	Usage by Period

Title Usage

Version 6	Version 7
Usage by Copy - Copy Shelving	Copy Monthly Usage Copy Monthly Usage Detailed Copy Usage Details
Usage by Copy Library	Copy Monthly Usage Copy Monthly Usage Detailed Copy Usage Details

Usage by Copy Location	Copy Monthly Usage Copy Monthly Usage Detailed Copy Usage Details
Usage by Item - Patron Policy	Usage by Item-Patron Policy
Usage by Item Policy	Usage by Item Policy

Patron Usage

Version 6	Version 7
Usage by Patron 2nd Location	Patron Monthly Checkout Count Monthly Checkout per Patron
Usage by Patron Grade	Patron Monthly Checkout Count Monthly Checkout per Patron
Usage by Patron Homeroom	Patron Monthly Checkout Count Monthly Checkout per Patron
Usage by Patron Item Policy	Usage by Patron-Item Policy
Usage by Patron Policy	Usage by Patron Policy
Usage by Patron Site	Usage by Period

Other

Version 6	Version 7
Advanced Bookings	<i>Not Available</i>
CESA #10	<i>Not Available</i>
Return Statistics	Return Statistics

System

Version 6	Version 7
System Activity	<i>Not Available</i>

Special Barcodes

Version 6	Version 7
Command Barcodes	Command Barcodes
Command Barcodes - Detailed	Command Barcodes
Custom Barcode Labels	Copy Labels (3x10) -- Barcode Labels, Envelope Labels, Info Labels
Damage Code Barcodes	Damage Code Barcodes

Manual Check Out Sheet	Manual Checkout Sheet
Unused Barcodes - Custom Barcode Format	Unused Barcodes
Unused Barcodes - List Format	<i>Not Available</i>
Unused Barcodes - Print Ranges	Unused Barcodes
Used Item Barcodes List	<i>Not Available</i>
Used Patron Barcodes List	<i>Not Available</i>

Preferences

Version 6	Version 7
Bulletin List	<i>Not Available</i>
Calendar Notes	<i>Not Available</i>
Item Policies	Item Policies
Patron Policies	Patron Policies
Policy Exceptions	Policy Exceptions
Preference Report	<i>Not Available</i>

Other

Version 6	Version 7
Operation Summary	<i>Not Available</i>
System Analysis	System Analysis