

Copies Usage Reports

Operations

Reports

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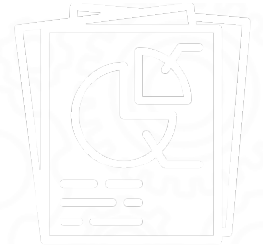
Unknown macro: 'rate'

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[Learn more about Monthly Usage statistics, including how they're gathered and what they're used for!](#)



[Tools > Reports > Copies > Usage](#)

- [Copy Monthly Checkout Count](#)
- [Monthly Checkouts per Copy](#)
- [Usage Totals per Copy](#)

Copy Monthly Usage

Copy Monthly Checkout Count

See monthly checkout totals within a given date range.

Use(s)

If your administration is trying to decide where to use funds for additional items, run this report to see which kinds of items are experiencing heavy usage. Then you can choose whether or not to build on that particular collection.

Selections	Options
<div><div>SelectionsOptions</div><p>See monthly checkout totals within a given date range. Include records for:</p><p>Copies at Site <input type="text" value="MIA - Mia Middle School"/></p><p>Copies with a Status of <input type="text" value="Any"/></p><p>Copies with a Policy of <input type="text" value="Any Policy"/></p><p>Copies from <input type="text" value="Copy Location"/> From <input type="text"/> Through <input type="text"/></p><p>Copies with a Medium of <input type="text" value="Any Medium"/></p><p>Copies in Call Number Range From <input type="text"/> Through <input type="text"/></p><p>Copies added From <input type="text" value="MM/DD/YYYY"/> <input type="text" value="13"/> Through <input type="text" value="MM/DD/YYYY"/> <input type="text" value="13"/></p><p>Copies from Title <input type="text"/></p><p>Copies in Barcode Range From <input type="text"/> Through <input type="text"/></p><p>Copies with Barcodes <input type="text"/></p><div>✓ Show Additional Selections Create Saved Report Run</div></div>	<div><div>SelectionsOptions</div><p>Sort by <input type="text" value="Site"/></p><p><input type="checkbox"/> Page Break on Major Sort</p><p>Usage Starting in <input type="text" value="MM/YYYY"/> <input type="text" value="13"/></p><p>And Ending in <input type="text" value="MM/YYYY"/> <input type="text" value="13"/></p><div></div></div>

Example Report



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Copy Monthly Usage Detailed

Monthly Checkouts per Copy

Generates statistics showing total usage for each individual copy for each month within the last year
Copies with no usage will not be included.

Use(s)

- Run this report when you need to see total usage statistics for one or more individual copies.
- Run this report to see during which months a particular copy is most used.

Selections

SelectionsOptions

See monthly checkout totals within a given date range for individual copies. Include records for:

Copies at Site

MIA - Mia Middle School

Copies with a Status of

Any

Copies with a Policy of

Any Policy

Copies from

Cop Location

From

Through

Copies with a Medium of

Any Medium

Copies in Call Number Range

From

Through

Copies added

From MM/DD/YYYY

Through MM/DD/YYYY

Copies from Title

Copies in Barcode Range

From

Through

Copies with Barcodes

✓ Show Additional Selections

Create Saved Report

Run

Options

SelectionsOptions

Sort by

Cop Call Number

Usage Starting in

MM/YYYY

And Ending in

MM/YYYY

Example Report




Monthly Checkout... Copy Report.pdf

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Copy Usage Details

Usage Totals per Copy

 Textbook Tracker: *Textbook Usage Totals per Copy*

Generates statistics on total usage for each copy, including information like total checkouts, total days used, and the last use date

Use(s)

Run this report when you need to see total usage statistics for one or more individual copies.

Selections

Selections Options

This report will include detailed usage information for individual copies.

Copies with a Status of

Copies with a Policy of

Copies from From Through

Copies with a Medium of

Copies in Call Number Range From Through

Copies added From MM/DD/YYYY Through MM/DD/YYYY

Copies with Life to Date Usage of From Through

Copies last used between From MM/DD/YYYY Through MM/DD/YYYY

Copies published between From Through

Copies from Title

Copies in Barcode Range From Through

Copies with Barcodes

☒ Show Additional Selections

Create Saved Report

Run

Options

Selections Options

Sort by

Example Report



Usage Totals per Copy Report.pdf

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