

Statistics / Usage Reports

Operations

Reports

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Prior to [20.12](#), this category was called Statistics.



[Operations > Reports > Statistics / Usage](#)

- [Monthly Checkout per Patron](#)
- [Patron Library Usage Summary](#)
- [Patron Monthly Checkout Count](#)
- [Researcher Monthly Usage](#)

- [Return Statistics](#)
- [Top Borrowing Patrons](#)
- [Usage by Item Policy](#)
- [Usage by Item-Patron Policy](#)

- [Usage by Patron Policy](#)
- [Usage by Patron-Item Policy](#)
- [Usage by Period](#)

Monthly Checkout per Patron

Monthly Checkout per Patron

Generates statistics showing monthly usage for each individual patron within the specified date range



Before [20.12](#), this report was *Patron Monthly Usage Detailed*.

Patrons with no usage within the specified date range will not show up.



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

Use(s)

Use this report to keep track of individual data for participation initiatives.

Statistics / Usage Reports

Selections

Options

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

Patrons at Site

Patrons with a Status of

Patrons in Security Group

Patrons with a Policy of

Patrons from From Through

Patrons in Grade From Through

Patrons added From MM/DD/YYYY Through MM/DD/YYYY

Patrons with Last Name

Patrons in Barcode Range From Through

Patrons with Barcodes

✓ Show Additional Selections

Create Saved Report

Run

Options

Selections

Options

Sort by

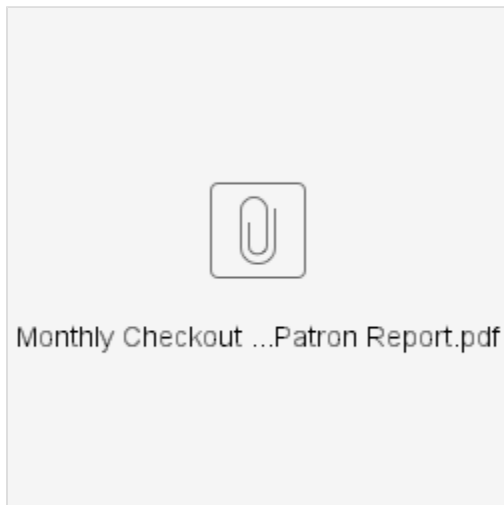
Usage Starting in

And Ending in

Create Saved Report

If you only enter a *Starting in* date, the Ending in date defaults to January thirty years from the current date. If you only enter an *Ending in* date, the *Starting in* date defaults to January 1st, 1904. If you don't enter any date, the *Starting in* date is set for one year in the past.

Example Report



[Back to Top](#)

Patron Library Usage Summary

Generates statistics on how many patrons used and didn't use your library in the date range you specify



Before 21.3, this report was *Library Usage Summary*.

Data is split up by each month in a year.

Use(s)

Use this report to justify library costs and inform other budgeting decisions.

Selections

Options

See library usage at a glance! Get a simple count of the number of patrons that used the library in a given range of months. Include records for:

Patrons with a Status of Active

Patrons in Security Group Any Group

Patrons with a Policy of Any Policy

Patrons from Homeroom From Through

Patrons in Grade From Through

Patrons added From MM/DD/YYYY Through MM/DD/YYYY

Patrons with Last Name

Patrons in Barcode Range From Through

Patrons with Barcodes

Selections

Options

Usage Starting in

Usage Ending in

✓ Show Additional Selections

Create Saved Report

Run

Example Report



[Back to Top](#)

Patron Monthly Checkout Count

Patron Monthly Checkout Count

Generates statistics showing how many items were checked out each month within the specified date range



Before 20.12, this report was *Patron Monthly Usage*.

Use(s)

- Use this report to justify library costs and inform other budgeting decisions.
- Compare monthly usage between various patron policies, grades, or classes by using different *Sort by* options. This information may be useful for group participation initiatives or identifying groups that need more encouragement to use the library.



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

Selections

Selections

Options

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

Patrons with a Status of Active

Patrons in Security Group Any Group

Patrons with a Policy of Any Policy

Patrons from Homeroom From Through

Patrons in Grade From Through

Patrons added From MM/DD/YYYY Through MM/DD/YYYY

Patrons with Last Name

Patrons in Barcode Range From Through

Patrons with Barcodes

✓ Show Additional Selections

Create Saved Report

Run

Options

Selections

Options

Sort by Site

☐ Page Break on Major Sort

Usage Starting in

And Ending in

If you only enter a *Starting in* date, the *Ending in* date defaults from the current date. If you only enter an *Ending in* date, the *Starting in* date defaults to January 1st, 1904. If you don't enter any date, the *Starting in* date defaults to the past.

Example Reports

<div></div> <div>Patron Monthly Usage Report.pdf</div> <div>Sorted by <i>Site</i> (default)</div>	<div></div> <div>Patron Monthly Us...ted by Grade).pdf</div> <div>Sorted by <i>Grade</i></div>	
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[Back to Top](#)

Researcher Monthly Usage

Researcher Monthly Usage

Generates statistics on Researcher accessions and queries over time



The earliest date for this data is April 2021 or site creation, whichever is most recent.

Use(s)

- If you take measures to promote your library, see if those actions caused an increase in usage.
- Watch the numbers for monthly Researcher access and catalog searching for another view on how your students are using the library. (Pair with actual circulation usage, e.g. Top Circulated Items, Usage by Patron Policy, etc.)



See the [Researcher Statistics](#) article for information on how this report can be paired with the *Researcher Queries* export.

Selections

Selections

See usage for various parts of Researcher over time!

Note: The earliest date for this data is April 2021 or site creation, whichever is most recent.

Date Range

Create Saved Report Run

Example Report



Researcher Month...Usage Report.pdf

[Back to Top](#)

Return Statistics

Return Statistics

Generates statistics on how many books have been returned each month and how close to the due date they were returned on average

Use(s)

Use this information to help determine if your library's loan periods match the actual return rate of your patrons.



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

Selections

Selections

View returned item statistics for the specified combination of patrons and copies. Include records for:

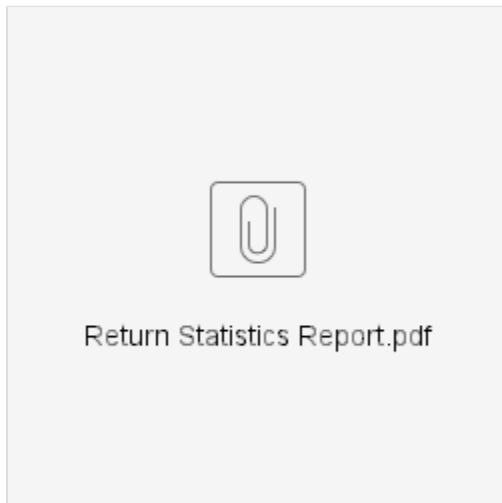
Copies in Policy Statistics Group

Patrons in Policy Statistics Group

Date Range From MM/DD/YYYY Through MM/DD/YYYY

Create Saved Report Run

Example Report



A negative number indicates that items were returned before the due date, and a positive number indicates that items were returned after the due date.

[Back to Top](#)

Top Borrowing Patrons

Top Borrowing Patrons

Generates a list of patrons who have checked out the most items

Use(s)

Use this report to keep track of data for reading incentive programs or competitions.

Selections

Options

See which of your patrons check out the most items. Include records for:

Patrons at Site

MIA - Mia Middle School

Patrons with a Status of

Active

Patrons in Security Group

Any Group

Patrons with a Policy of

Any Policy

Items with a Policy of

Any Policy

Items with a Medium of

Any Medium

Patrons from

Homeroom

From

Through

Patrons in Grade

From

Through

Create Saved Report

Run

Options

Starting

Click to choose...

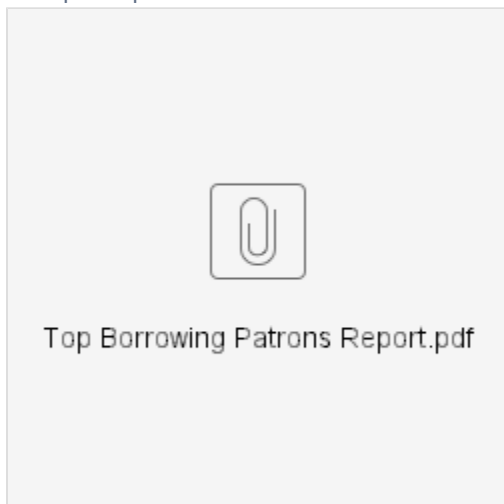
Ending

Click to choose...

Number of Patrons

20

Example Report



[Back to Top](#)

Usage by Item Policy

Usage by Item Policy

Generates usage statistics showing how much items with a specific policy are used during different periods

Use(s)

- See which items are being used on which days of the week by using the *By Day of the Week* format. This information could be useful when considering budgeting and staffing needs.
- See which items are being used on which months of the year by using the *By Month of the Year* format. This information could be useful when considering budgeting and staffing needs.
- See which types of items are most and least popular with your patrons by using the *By Patron Policy* format. Check-in, check-out, and hold request counts for each patron policy within an item policy are listed. Refer to this information when ordering new items.



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

Selections

Selections

Options

See usage statistics for combinations of patron and item policies, with item policies listed first. Include records for:

Copies in Policy Statistics Group

Any Policy

Patrons in Policy Statistics Group

Any Policy

Date Range

From MM/DD/YYYY

Through MM/DD/YYYY

Create Saved Report

Run

Options

Selections

Options


Sort by

All

Format

By Day of the Week


Example Reports



Usage by Item Poli...Sorted by All}.pdf

By Day of the Week format


Sorted by *All*



Usage by Item Poli...Sorted by All}.pdf

By Month of the Year format


Sorted by *All*



Usage by Item Poli...

By Patron Poli

Sorted by

 You can also sort this report by *Month*, *Copy Site*, or *Patron Site* with any format.

[Back to Top](#)

Usage by Item-Patron Policy

Usage by Item-Patron Policy

Generates usage statistics on various item and patron policy combinations with item policies listed first

Use(s)

See which items are most popular with patrons on certain days of the week or months of the year. Use this information when planning events or ordering new items.



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

Selections

Selections Options

See usage statistics for combinations of patron and item policies, with item policies listed first. Include records for:

Copies in Policy Statistics Group

Patrons in Policy Statistics Group

Date Range From MM/DD/YYYY Through MM/DD/YYYY

Create Saved Report Run

Options

Selections Options

Sort by

Format

Example Reports



Usage by Item-Patr...Sorted by All).pdf

By Day of the Week format

Sorted by All



Usage by Item-Patr...Sorted by All).pdf

By Month of the Year format

Sorted by All



You can also sort this report by *Month*, *Copy Site*, or *Patron Site* with either format.

[Back to Top](#)

Usage by Patron Policy

Usage by Patron Policy

Generates usage statistics showing how much different types of patrons are using the library

Use(s)

- See which days of the week patrons are using the library with the *By Day of the Week* format. This information could be useful when considering budgeting and staffing needs.
- See which months of the year patrons are using the library with the *By Month of the Year* format. This information could be useful when considering budgeting and staffing needs.
- See which types of items are most and least popular with your patrons with the *By Item Policy* format. Check-in, check-out, and hold request counts for each item policy within a patron policy are listed. Refer to this information when ordering new items.



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

Selections

Selections Options

View usage statistics for different types of patrons. Include records for:

Copies in Policy Statistics Group

Patrons in Policy Statistics Group

Date Range From MM/DD/YYYY Through MM/DD/YYYY

Create Saved Report Run

Options

Selections Options

Sort by

Format

Example Reports

 Usage by Patron Po...Sorted by All).pdf <i>By Day of the Week</i> format Sorted by <i>All</i>	 Usage by Patron Po...Sorted by All).pdf <i>By Month of the Year</i> format Sorted by <i>All</i>	 Usage by Patron Po.. <i>By Item Polic</i> Sorted by
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You can also sort this report by *Month*, *Copy Site*, or *Patron Site* with any format.

Usage by Patron-Item Policy

Usage by Patron-Item Policy

Generates usage statistics on various patron and item policy combinations with patron policies listed first

Use(s)

See which items are most popular with patrons on certain days of the week or months of the year. Use this information when planning events or ordering new items.



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

Selections

SelectionsOptions

See usage statistics for combinations of patron and item policies, with patron policies listed first. Include records for:

Copies in Policy Statistics GroupAny Policy

Patrons in Policy Statistics GroupAny Policy

Date RangeFrom MM/DD/YYYYt3Through MM/DD/YYYYt3

Create Saved ReportRun

Options

SelectionsOptions

Sort byAll

FormatBy Day of the Week

Example Reports

<div data-bbox="362 312 461 411"></div> <div data-bbox="167 451 656 487">Usage by Patron-It...Sorted by All).pdf</div> <div data-bbox="285 663 535 737"> <i>By Day of the Week</i> format Sorted by <i>All</i> </div>	<div data-bbox="893 312 992 411"></div> <div data-bbox="701 451 1187 487">Usage by Patron-It...Sorted by All).pdf</div> <div data-bbox="812 663 1070 737"> <i>By Month of the Year</i> format Sorted by <i>All</i> </div>	
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You can also sort this report by *Month*, *Copy Site*, or *Patron Site* with either format.

[Back to Top](#)

Usage by Period

Usage by Period

Generates item usage statistics over different time periods

Use(s)

See which hours, days, or months have the most activity at your library. This information may be useful when planning schedules, events, and budgets.



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

Selections

Selections Options

See usage statistics for various hours, days, and months. Include records for:

Copies in Policy Statistics Group Any Policy ▼

Patrons in Policy Statistics Group Any Policy ▼

Date Range From MM/DD/YYYY 13 Through MM/DD/YYYY 13 ▼

Create Saved Report Run




Options

Selections Options

Sort by Entire Range ▼

Format Day of the Week ▼

Example Reports

 Usage by Period R...Entire Range).pdf <i>Day of the Week format</i> Sorted by <i>Entire Range</i>	 Usage by Period R...Entire Range).pdf <i>Hour of the Day format</i> Sorted by <i>Entire Range</i>	 Usage by Period R... <i>Day of the Mo</i> Sorted by <i>Enti</i>
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Usage by Period R...Entire Range).pdf

Month of the Year format

Sorted by *Entire Range*



Usage by Period R...Entire Range).pdf

Hour by Day format

Sorted by *Entire Range*



You can also sort this report by *Month*, *Copy Site*, or *Patron Site* with any format.

[Back to Top](#)