POWER Library E-Resource Statistics

This document covers how to obtain statistics for your library for the use of POWER Library electronic resources for the date range of January 1, 2017 to the present. For dates earlier than January 1, 2017, please visit the Archive Statistics.

Logging In

Go to the Statistics Module Link:

https://e-resourcestatistics.powerlibrary.org

(This will also be linked directly from the For Librarians section of the POWER Library portal, in the <u>Statistics page</u> of the E-Resources section.)

Username: PL code of your library, case-insensitive, in the form of pl####

Password: [This is the default documentation password that does not change. If you need the password, please contact HSLC support at support@hslc.org]

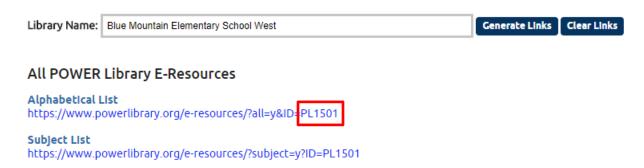




If you do not know the PL code for your library, you can find it by consulting our Link Generator:

On the Link Generator page, type in the name of your library and click **Generate Links**. At the end of each e-resource URL you will see the PL code for your library in the form of pl####.

Example:



Running a Statistics Report

Select Your Dates:

Choose the date range that you wish to report on from the month and year boxes at the top of the screen. You will see the date that the statistics were last updated, so that you will know when the last business month of data has been loaded.



Choose your type of report:

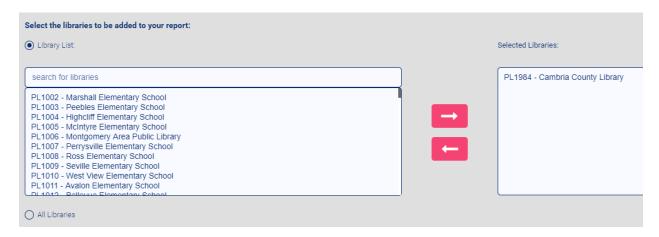
- Database Report to report on usage for all POWER Library databases
- Top 10 Report to report on the top 10 most used databases in your library

Select the library to report on:

You can start typing the name or the PL code of the library for which you would like to see statistics. Select the name of the library and click the right arrow to add that library to the report. You can add multiple libraries into one report if you need to collect statistics for multiple branches, libraries or schools in a district. To remove a library from the selected list, highlight its name and click the left arrow

POWER Library E-Resource Statistics **RELEASED: January 3, 2018**

to remove it.



Select the report output

You have 3 different report output formats to choose:



- Screen Screen will display your report in the browser. This choice is very useful for testing.
- PDF PDF will generate a PDF file inline in your browser. This choice is very useful to save for later viewing and sharing.
- Excel Excel will generate a Microsoft Excel file. This choice is very useful if you need to collate
 and manipulate data for summarizing and reporting purposes.

Click **Run Report** to run your report and generate your selected output format.

To return to the Reports screen, click on the **Reports** button on the left side of the screen. Your library selections will remain chosen during your session, but will not remain after you have logged out.

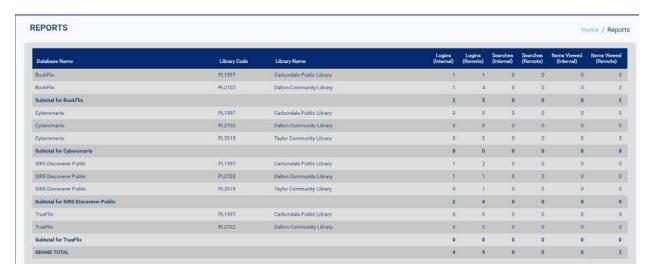


Example Output

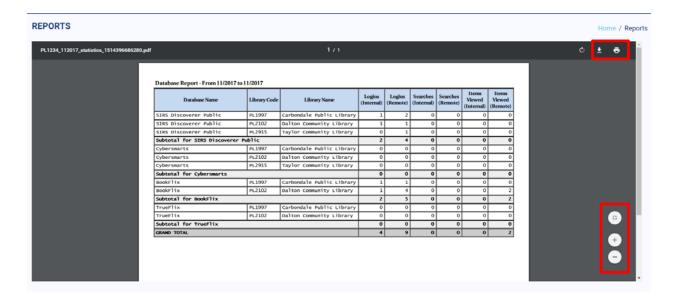
The Database Report will show, per database, the total number of logins (accesses to the link) to the database, the number of searches made, and the number of items viewed for the time period you selected. "Internal" refers to usage on-site or on your library/school network. "Remote" refers to access off-site. Public libraries' remote usage reflects the use of a public library barcode or virtual eCard. School libraries' remote usage is reflected to the generic PL Code login for virtual eCard usage, PL7321.



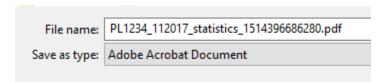
If you selected multiple libraries to report on, you will see a breakdown for each database per library, and then a grand total.



Here is the same report in PDF output. You can click on the icons on the top right corner to download or print the report. You can zoom in or out to make the report larger on screen using the full-screen, plus and minus controls on the bottom right corner.



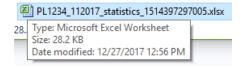
If you click the Download button, by default, your file will be named with the name of the *PL code of the library you logged in as*, not as the library you are reporting on (In this example, PL1234 ...). You can change the file name at the moment of saving the file, or later from your operating system.



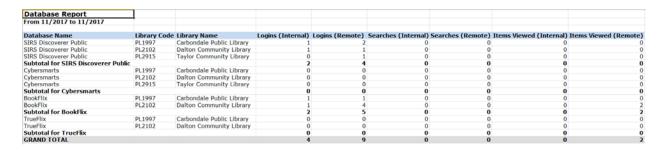
Here is the same report in Excel format. If you choose Excel as your output type, you will be prompted to download the file.



When you click the **Download Excel File** button, it will download the file to your default Downloads directory on your computer. By default, your file will be named with the name of the *PL code of the library you logged in as*, not as the library you are reporting on (In this example, PL1234 ...). You can change the file name at the moment of saving the file, or later from within your operating system.

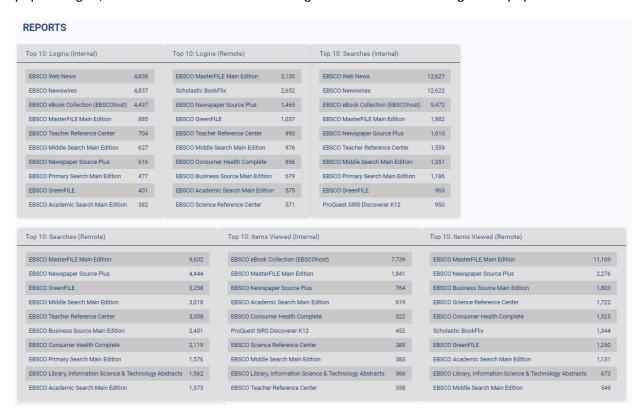


Here is the same report as viewed in Excel:

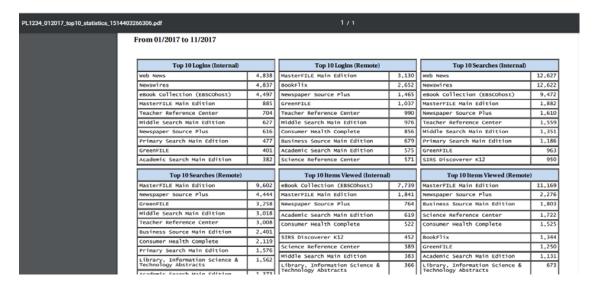


Once in Excel, you can perform the same types of data manipulation for reporting (sums, graphs, charts) as you are used to doing.

Here is an example **Top Ten Report** for the timeframe of January-November, 2017, showing the most popular logins, searches and items viewed among the e-resources for a large library system.



Here is the same report viewed as a PDF:



Here is the same report viewed in Excel:

Top 10 Logins (Internal) Top 10 Logins (Remote)			Top 10 Searches (Internal)	
4838	MasterFILE Main Edition	3130	Web News	12627
4837	BookFlix	2652	Newswires	12622
4497	Newspaper Source Plus	1465	eBook Collection (EBSCOhost)	9472
885	GreenFILE	1037	MasterFILE Main Edition	1882
704	Teacher Reference Center	990	Newspaper Source Plus	1610
627	Middle Search Main Edition	976	Teacher Reference Center	1559
616	Consumer Health Complete	856	Middle Search Main Edition	1351
477	Business Source Main Edition	679	Primary Search Main Edition	1186
401	Academic Search Main Edition	575	GreenFILE	963
382	Science Reference Center	571	SIRS Discoverer K12	950
			MasterFILE Main Edition	11169
			Newspaper Source Plus	2276
				1803
				1722
				1525
				1344
2119	Science Reference Center	389	GreenFILE	1250
1576	Middle Search Main Edition	383		1131
			Library, Information Science &	
1562	Technology Abstracts	366		673
1373	Teacher Reference Center	358	Middle Search Main Edition	549
	44837 4497 885 704 627 616 477 401 382 9602 4444 3258 3018 3008 2401 2119 1576	4838 MasterFILE Main Edition 4837 BookFlix 4497 Newspaper Source Plus 885 GreenFILE 704 Teacher Reference Center 627 Middle Search Main Edition 616 Consumer Health Complete 477 Business Source Main Edition 401 Academic Search Main Edition 382 Science Reference Center Top 10 Items Viewed (Internal eBook Collection (EBSCOhost) 4444 MasterFILE Main Edition 3018 Academic Search Main Edition 3008 Consumer Health Complete 3018 Academic Search Main Edition Consumer Health Complete 318 Discoverer K12 2119 Science Reference Center Middle Search Main Edition Library, Information Science &	4838 MasterFILE Main Edition 3130 4837 BookFlix 2652 4497 Newspaper Source Plus 1465 885 GreenFILE 1037 704 Teacher Reference Center 990 627 Middle Search Main Edition 976 616 Consumer Health Complete 856 477 Business Source Main Edition 679 401 Academic Search Main Edition 575 382 Science Reference Center 571 Top 10 Items Viewed (Internal) 9602 eBook Collection (EBSCOhost) 7739 4444 MasterFILE Main Edition 1841 3258 Newspaper Source Plus 764 3018 Academic Search Main Edition 619 3008 Consumer Health Complete 522 2401 SIRS Discoverer K12 452 2119 Science Reference Center 389 1576 Middle Search Main Edition 383 Library, Information Science &	MasterFILE Main Edition 3130 Web News

Setting Up Your Library Profile

You can access your user profile by clicking on the Profile button at the top left of the screen.

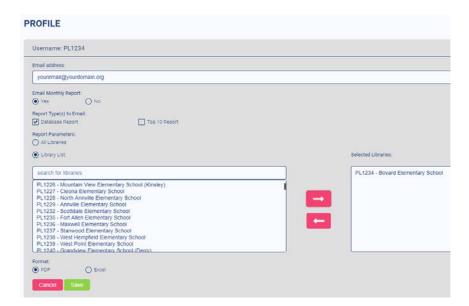


Generating Monthly Reports

You can setup a monthly report to be emailed to you when new statistics for the business month are ready. Enter your user profile and choose Edit Profile. Add a valid email address to the email address line. Change the Email Monthly Report selection to Yes.

Configure your monthly report choice just as you would run a regular report. You have a choice of PDF

or Excel output to be emailed to you as an email attachment. Click **Save** to save your preferences. Your report will be emailed to you the next time statistics are available for the next business month.



Passwords

By default, the password for every PL code is powerweb. As every library has open access to view any library's statistics, there is no reason to change this password from the default.

Known Issues

- 1. SIRS Discoverer If you are from a *Public Library*, your usage of Proquest SIRS Discoverer may read as "K-12" for the months of January to June, 2017. Please ignore this K-12 designation.
- 2. NOPLCODE If for any reason we could not match a library's statistics from the legacy IU29 system to our new Auto-Graphics system using a unique PL code, some statistics may have wound up under the generic code of 'NOPLCODE'. You can see these numbers by selecting the PL Code of NOPLCODE for a report. If you are concerned that some of your library's data is not showing up in the new reports, please contact HSLC Support.
- 3. Supported Internet Browsers Microsoft Edge or Internet Explorer are not supported by this interface and will not function well. Please use Chrome, Firefox, Safari or another browser.
- 4. File Naming By default, your downloaded files will be named with the name of the *PL code of the library you logged in as*, not as the library you are reporting on (In this example, PL1234 ...). You can change the file name at the moment of saving the file, or later from your operating system.
- 5. Email Whitelisting Some email systems may mark our statistical report emails as spam or junk. To avoid this, and ensure that you receive your monthly reports, whitelist or ask your IT staff to whitelist auto-graphics.com, powerlibrary.org and hslc.org in your email system.

If you need support for statistics, please use the <u>Technical Support Form</u> to contact HSLC Support.