Other reports to look at as part of your inventory, evaluation, and weeding processes

These can be found in the Reports tab, under Library Reports in the left-hand column in the Statistics section at the end of the resulting page (**** means highly recommended):

- **Collection Statistics - Historical** - Examine circulation statistics for a particular timeframe (must be run after 3:00 pm). What parts of your collection circulate most? What are the historical trends on usage?

- **Collection Statistics – Summary ****** - Examine current circulation, age, and value statistics. Look into specific Dewey ranges or call number extensions, drilling down to the individual copy level.

- **Copy Transaction Data** - Extract XML containing transactions in a date range. Results can be imported into your spreadsheet program for analysis.

- **Hold Statistics ****** - Identify titles in high demand based on the holds placed.

- **Library Statistics** - View a snapshot of the state of the library including current circulations, hold, and fine statistics. Obtain summary of current statistics, statistics for a specific number of years, months, days, and hours, or statistics for a particular date.

- **One Search Database Usage ****** - Identify the databases in highest and lowest demand to make adjustments to the databases being searched, as well as how and when they are searched.

- **Search Statistics ****** - Examine how patrons are searching the library. Limit by date and whether or not the search was successful. How long data for search statistics is retained is set in your Back Office|Site Configuration on the Catalog tab under Search settings. Saving searches for the previous 10 months is recommended.

- Standards Search Statistics - Examine how patrons are searching Standards.

- **Title/Copy Data** - Extract XML containing titles/copies in a call number range. Results can be imported into your spreadsheet program for analysis.

- **Top Homerooms/Grades** - View a list of the homerooms or grade levels with the most circulations.

- **Top Patrons ***** - View a list of the patrons (especially teachers) with the most circulations.

- **Top/Bottom Titles** - View a list of the titles with the most or least circulations.

- **WebPath Express Statistics** - Examine how patrons are searching WebPath Express, if you subscribe to this service.