

Checklist: Make your usage statistics count

Part 5 of the OCLC Resource Sharing Workshop Series

Accessing OCLC Usage Statistics

OCLC Usage Statistics (www.stats.oclc.org)

- Log in with your ILL or FirstSearch Admin 9-digit authorization and password
- Resource Sharing statistics are contained in the **WorldShare Interlibrary Loan** area as well as under **Assessment Tools**
- Statistics are available going back 60 months
- Previous month's data is available usually by the 5th of the following month
- Reports can be set up to be emailed monthly to staff contacts in Excel or HTML format

Basic Reporting

Borrower and Lender Activity Overview Reports

- Can access up to 60 months of data at a time
- Basic request counts (requested and filled) broken down by month
- Easy to convert into a bar chart in Excel for better visualization of patterns

ILL Fee Management Program Borrower and Lender Reports

- Report can be run with 1 month of data at a time
- Shows you how much you paid in borrowing charges and how much you received from lending charges
- If you are paying more than expected or charging when you should not, adjust your Constant Data records accordingly for max cost/charge

Assessing Deflections

Resource Sharing Lender Reasons For No Report

- Export to Excel and filter your Reason For No column to look for entries about deflections
- If deflections are not working as expected, adjust deflections in the OCLC Policies Directory

Assessing Custom Holdings

- [Review the basic routine here](#); recommended to do this on a quarterly basis

Assessing Automations

Borrower Resource Sharing Stats Report

- Look at the percentage (and which) requests are being automated – either mediated or unmediated
- Look at the average position in the lender string for filled requests for requests that underwent automation compared to those that did not

Collection Development

Borrower Resource Sharing Stats Report

- Export to Excel and sort by Call Number (Library of Congress, Dewey, or NLM)
- Share information about requested items with subject specialists

Journal Titles Borrowed Report

- Get a quick overview of titles requested over a time period; annually is most useful
- Share titles and ISSNs with subject specialists

Additional Tipasa Reports

- In the **Analytics** tab in the staff interface, access **Document Delivery Reports**
- Also in the Analytics tab, use **Report Launch Pad** to open Report Designer for custom reports