

Report Guide

History of transits based on item barcode

Shared Folders>Templates>ME-Reports>Library Circulations (ME)>Lists (ME)

Purpose of Report




This report was created to allow libraries to see the history of transits of a specific copy of an item based on its barcode. Common uses include tracking a title's circulation life.

Running the Template

1. Enter a unique title in the "Report Name" field.

Template Name:	History of transits based on item barcode
Template Creator:	ME-Reports
Template Description:	This report can be used to show the history of transits of a specific copy of an item based on its barcode. Filters: Item Barcode Displays: Send Date/Time, Receive Date/Time, Transit FROM, Transit TO
Report Name:	<input type="text" value="Transits by barcode"/>

2. Select the folder where you wish to save the report.

Choose a folder to store this report definition:	Selected Folder:  Report Folders  jclcatmaster  Monthly reports
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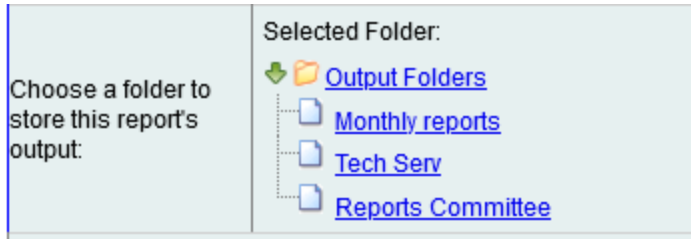
3. Enter the barcode for your specific copy.

Column	Transform	Action	User Params
Copy Transit -> Transited Copy -> Barcode	Raw Data	Equals	<input type="text" value="3000002327678"/>

4. In the "Output Options" section, select the type of file you want to receive in the end.

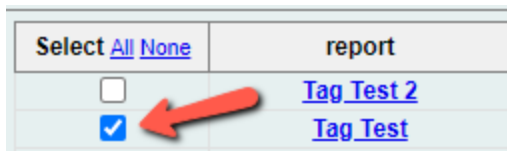
Output Options <ul style="list-style-type: none"><input checked="" type="checkbox"/> Excel Output<input type="checkbox"/> CSV Output<input type="checkbox"/> HTML Output<ul style="list-style-type: none"><input type="checkbox"/> Bar Charts<input type="checkbox"/> Line Charts

5. Select the folder where you wish the output file to be saved.



Viewing the Output

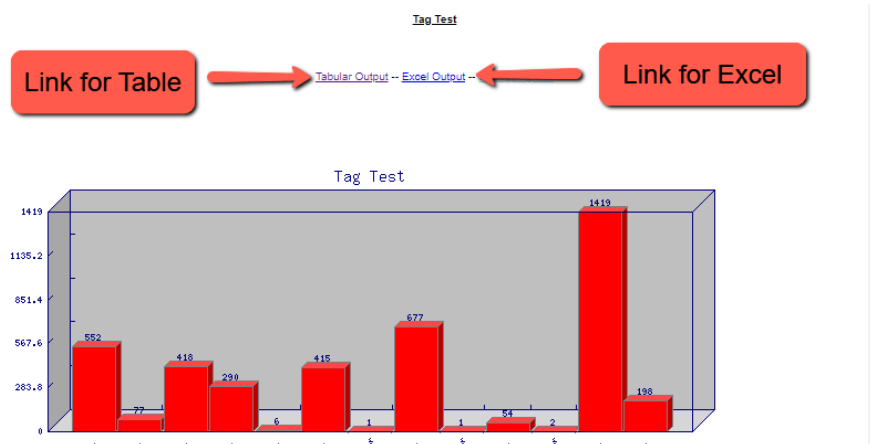
1. Navigate to the folder where you saved the output.
2. Check the box next to your report.



3. Select "View Report" from the drop-down menu above and click Submit.



4. View the report results as a bar chart or table in the pop-up window or click on the link for "Excel output."
 - a. If you choose "Excel output," you'll then have to open the output file once it has finished downloading.



Understanding and Using the Report Output

The output of this report tells you the history of each transaction (transit) of this particular barcode. Columns show what date/time each transit transaction was sent, what date/time each transit transaction was received, from whom it came (Transit FROM), and where it was received (Transit TO). The last transit on the list could potentially have no "Receive Date/Time." This means that the item hasn't been checked in at the receiving library yet.

Other Resources

Feel free to contact any of the following Missouri Evergreen member libraries for examples of how their library uses the report and answers to common questions.

Reports Listserv (mereports@lists.more.net)