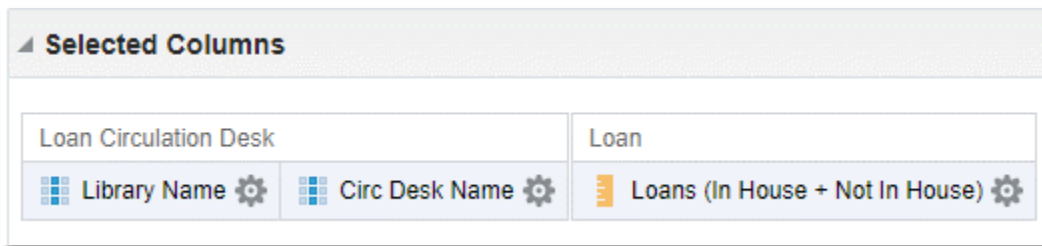
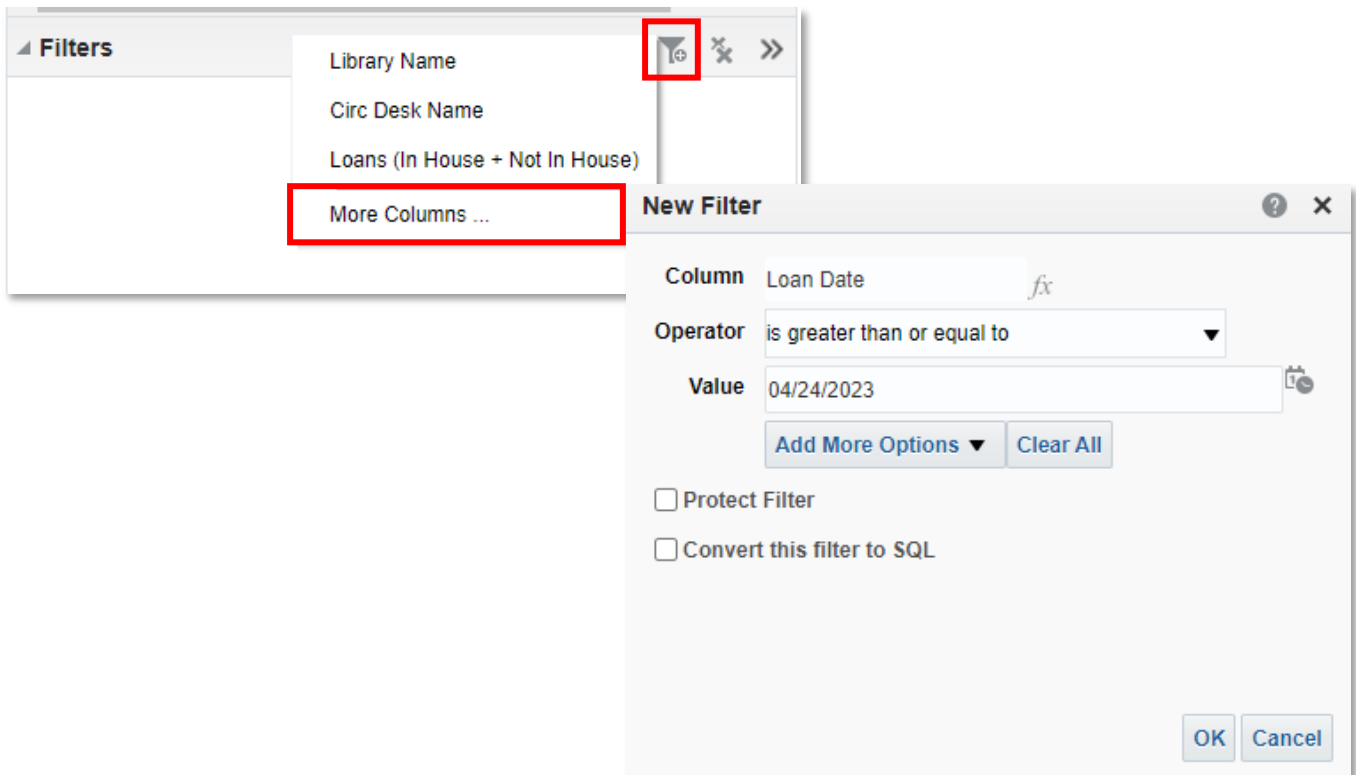


Example 1: Loans in the Last 14 Days

1. **Create > Analysis > Fulfillment**
2. **Criteria** tab
3. Add columns:
 - a. Loan Circulation Desk > **Library Name**
 - b. Loan Circulation Desk > **Circ Desk Name**
 - c. Loan > **Loans (In House + Not In House)**



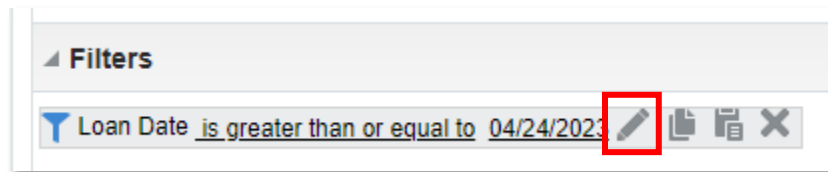
4. Add a Filter > **More Columns ...**
 - a. Loan Date > **Loan Date**
 - b. **OK**
 - c. Operator: **is greater than or equal to**
 - d. Value: **04/24/2023**
 - e. **OK**



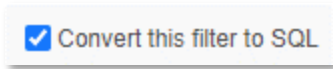
5. **Save** the Analysis
 - a. Location: **/Shared Folders/[Your Institution]/Reports/Knowledge Days 2023**
 - b. Name: **Loans in the Last 14 Days**
6. View the **Results**

Library Name	Circ Desk Name	Loans (In House + Not In House)
Graduate Library	Graduate Library Circulation	8
Law Library	Law Library Service Desk	3
Main Library	Main Library Circulation	38
	Rare Book Reading Room	2
Music Library	Music Library Circulation	6
Science Library	Circulation	8

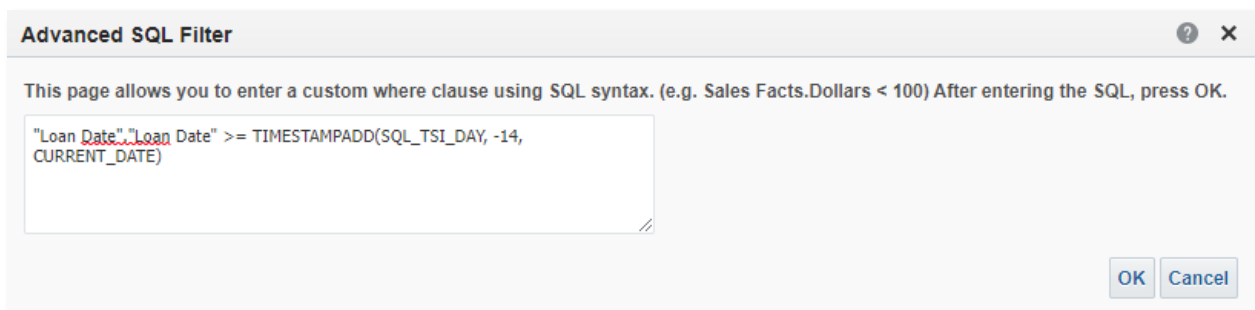
7. **Criteria** tab
8. **Edit** the Loan Date Filter



9. **Check box:** Convert this filter to SQL



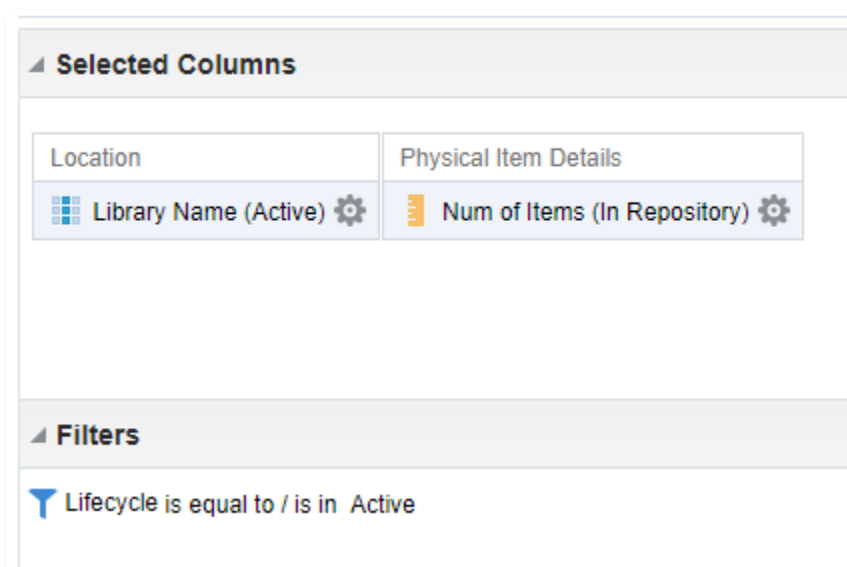
10. **OK**
11. **Replace** date '2023-04-24' with **TIMESTAMPADD(SQL_TSI_DAY, -14, CURRENT_DATE)**
12. Advanced SQL Filter should read:
"Loan Date"."Loan Date" >= TIMESTAMPADD(SQL_TSI_DAY, -14, CURRENT_DATE)



13. **OK**
14. **Save** the Analysis

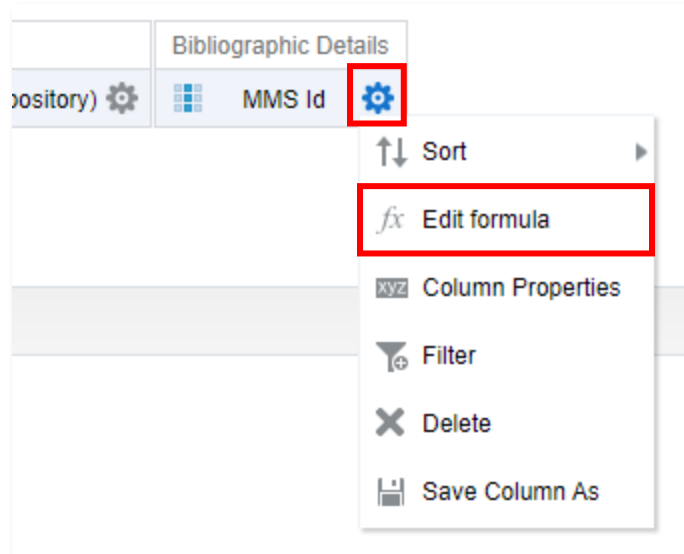
Example 2: Item and Title Count by Library

1. **Create > Analysis > Physical Items**
2. **Criteria** tab
3. Add columns:
 - a. Location > **Library Name (Active)**
 - b. Physical Item Details > **Num of Items (In Repository)**
4. Add a Filter > **More Columns ...**
 - a. Physical Item Details > **Lifecycle**
 - b. **OK**
 - c. Operator: **is equal to / is in**
 - d. Value: **Active**
 - e. **OK**



5. **Save** the Analysis
 - a. Location: **/Shared Folders/[Your Institution]/Reports/Knowledge Days 2023**
 - b. Name: **Item and Title Count by Library**
6. View the **Results**
7. **Criteria** tab
8. Add column:
 - a. Bibliographic Details > **MMS Id**

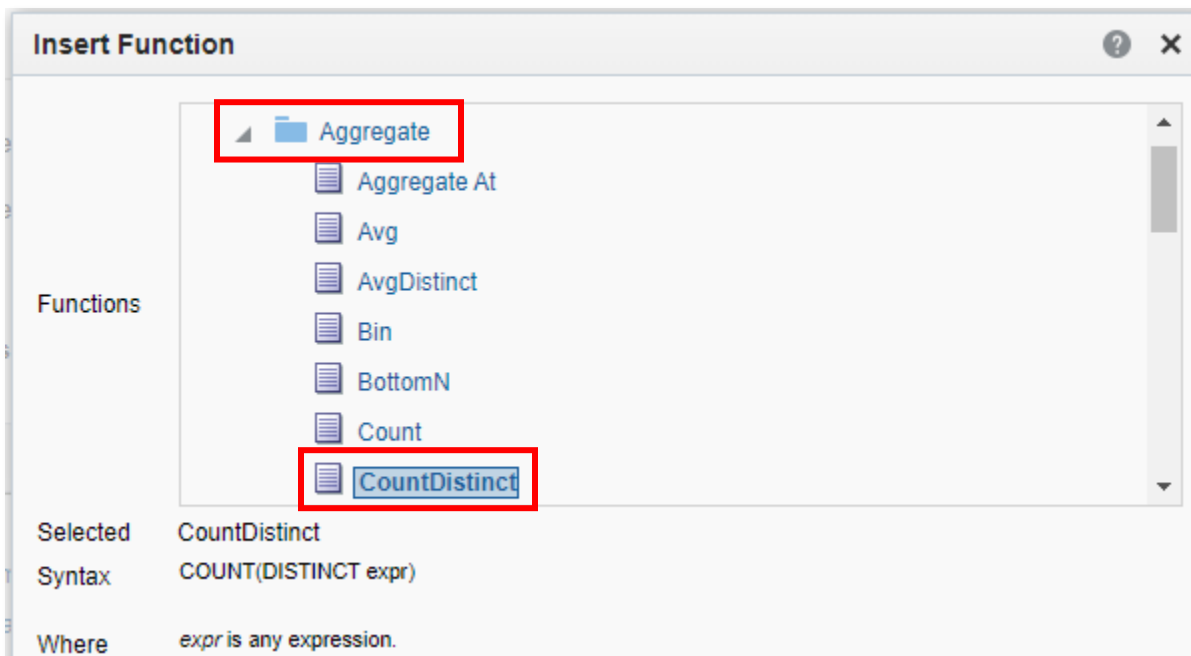
9. On the MMS Id column, click the **Gear Icon > Edit Formula**



10. Click **Insert Function**



11. Under the **Aggregate** folder, choose **CountDistinct**



12. **OK**

13. Column Formula should now read:
COUNT(DISTINCT "Bibliographic Details"."MMS Id")

Edit Column Formula

Column Formula Bins

Folder Heading: Bibliographic Details

Column Heading: MMS Id

Custom Headings

Contains HTML/JavaScript/CSS Markup

Aggregation Rule (Totals Row): Default (None)

Available

Subject Areas

- Physical Items
 - Physical Item Details
 - Holding Details

Column Formula

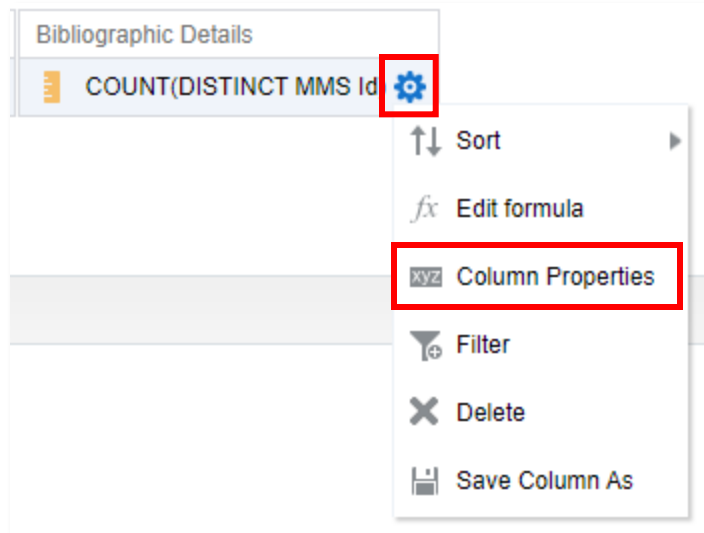
COUNT(DISTINCT "Bibliographic Details"."MMS Id")

14. **OK**
15. **Save** the Analysis
16. View the **Results**

Library Name (Active)	Num of Items (In Repository)	COUNT(DISTINCT MMS Id)
Graduate Library	13,881	9,516
Law Library	2,647	2,424
Main Library	69,463	58,573
Music Library	3,683	2,967
Resource Sharing Library	12	12
Science Library	8,491	6,162

17. **Criteria** tab

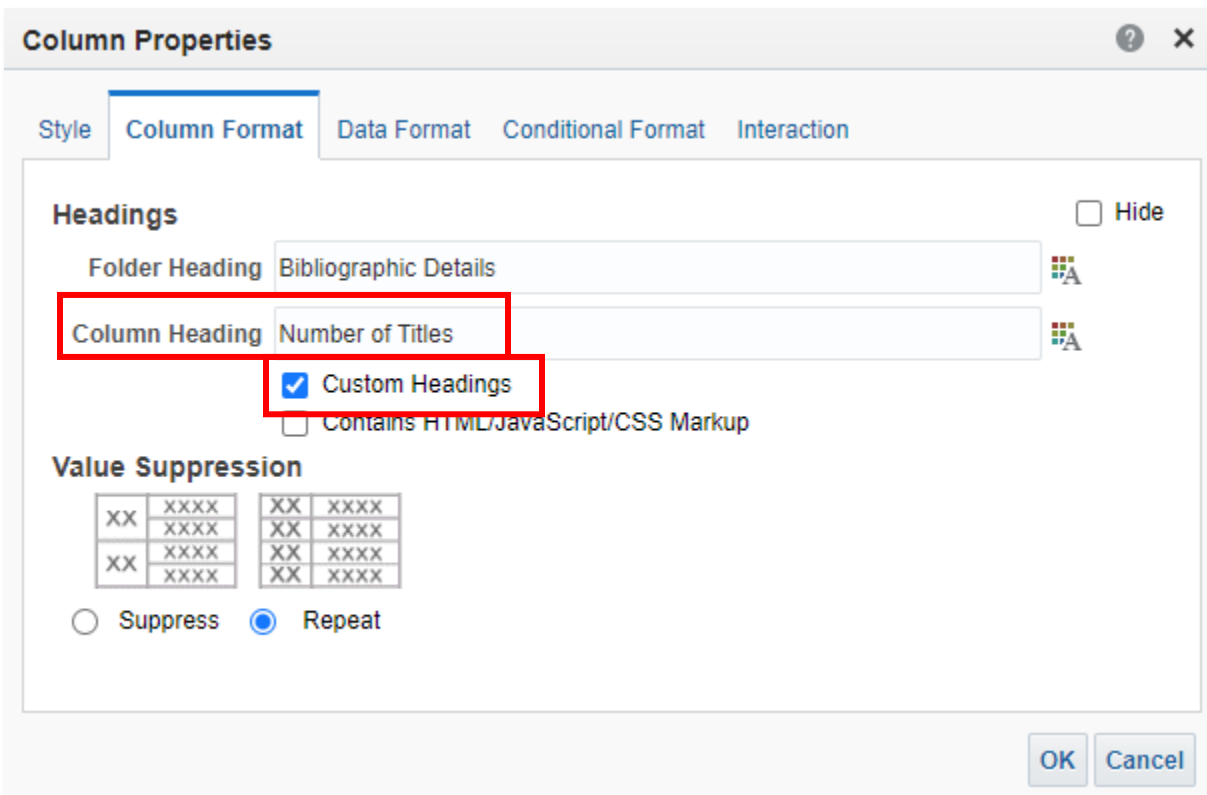
18. On the COUNT(DISTINCT MMS Id) column, click the **Gear Icon > Column Properties**



19. **Column Format** tab

20. **Check box:** Custom Headings

21. Rename Column Heading: **Number of Titles**



22. **OK**

23. View the **Results**

24. **Save** the Analysis