Patron Activity

Purpose:
Create a count of **patrons** who checked out more than one item within a specified time period. By selecting the options below, you can show a trend of more patrons using your library each year. (hopefully!)

Location:
> STAFFWEB REPORTS tab > Patron Activity.

Setup Options:
1. Basic tab – change report name and title to reflect purpose of report.
    a. Sample: DLFN High Patron Activity since 8/1/2015
2. User Selection tab – select user profiles to be included.
    a. Sample: STUDENT3 and FACULTY1

3. Patron Activity tab –
    a. Select Activity type (High or Low)
    b. Set Activity Threshold
    c. Set Activity Period to Yearly
    d. Set Number of Periods
    e. Set Starting from date
    f. Select Library

Sample selections noted here will report any patrons with a FACULTY1 and STUDENT3 profile with 1 or more checkouts over a specific 6-year period (8/1/2015-current). You will be able to see over that 6-year period how many patrons circulated 1 or more items.

Viewing the Results:
- In Finished Reports, select the report and click the VIEW button.
- You only need the "View Result" checkbox to be selected.
- Using the "Style Sheet Report (HTML)" will open the results in a web browser.
- Using the "Style Sheet Comma Separated Values (CSV)" will open the results in your spreadsheet software (Excel, Libre Office Calc Spreadsheet, etc).

- Select SUPPRESS USER DETAIL as this will give you summary of each of the user profiles that used the library selected.

Sample report viewed as HTML, with Suppress User Details checked.

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Reporting on High Activity with 1 or more Checkouts.
Yearly counts starting Aug 01, 2015.

Users	Profile	2015/2016	2016/2017	2017/2018
133 Users	STUDENT3	105	51	32

Report Totals

133 Users	**Total Activity**	**105**	**51**	**32**