



Alma Analytics Working Group

Ramil Alvarez, Library Application Support

Never Stand Still

6 February, 2015



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1. Purpose, Representation and Outcomes
2. Alma Analytics Folder Structure
3. Compiled and Shared Reports
4. New Community Folder Structure

Alma Analytics Working Group

Purpose

- Review Alma monthly releases
- Make better use of Alma Analytics
- Upskill staff knowledge
- Share knowledge

Representation

- Representative from each business unit

Outcomes

- Library staff are more confident using Alma Analytics
- Better understanding of Alma Data structure
- Group problem solving, testing or sharing new ideas
- Learning from and using other units' reports
- More organized reporting structure
- No report duplication



Alma Analytics Folder Structure

The screenshot shows the Alma Analytics interface. On the left, the 'Folders' pane shows a tree structure: My Folders, Shared Folders, Alma, Community, UNSW (highlighted), Subject Area Contents, Dashboards, ASU, CSU, DQS, DSU, ERU, FIN, and LASU. The main pane shows a list of reports under the location '/Shared Folders/UNSW/FIN'. The reports listed are:

- FIN - Budget Summary (UNSW Canberra)** | Last Modified 2/06/2014 12:40:00 AM | Owner 1532117260001731_1731_D
provides budget status details by fund, allocation, encumbrances, payments and tax; shows actual and free balances
Open | Edit | More ▾
- FIN - Budget Summary (UNSW Sydney)** | Last Modified 2/06/2014 12:40:00 AM | Owner 1532117260001731_1731_D
provides budget status details by fund, allocation, encumbrances, payments and tax; shows actual and free balances
Open | Edit | More ▾
- FIN - CASD Request 725114 - Alma: weekly report of Vendors added or maintained since 8/05/13** |
Last Modified 30/01/2015 2:47:31 PM | Owner 1532117260001731_1731_D
Weekly report of Vendors added or maintained since 8/05/13
Open | Edit | More ▾
- FIN - CASD Request 725114 - Alma: weekly report of Vendors added or maintained since 8/05/13 Old** |
Last Modified 30/01/2015 2:48:02 PM | Owner 1532117260001731_1731_D

LASU - CASD 867642 - Fulfillment Subject Area - List of users that cannot be purged

Report Criteria:
Expiry Date: Before 01/04/2013
Loan Status: Active

Report date and Time: 03/02/2015 02:40:20 PM

Primary Identifier	Last Name	First Name	User Group	Expiry Date	Purge Date	Loans
A89275	Skousgaard	Tristan	Community membership	24/12/2012	31/10/2014	1
Z3370234	Modini	Jessemyn	Undergraduate	31/03/2013	31/03/2016	3

Compiled and Shared Reports

Location [/Shared Folders/Community/Reports/Shared Reports/Reports/Industry Standard Reports - CAUL](#)



UNSW - CAUL Loans: Inter-Campus/Branch | Last Modified 3/02/2015 10:46:37 PM | Owner 13101820000231_1811_D

Prompted by year. Loans where Owning Library does not equal Loan Desk Library. Subtract from Total the loans that occurred due to items recalls, not Inter-Campus/Branch loans. These are described in the last column.

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UNSW - CAUL Loans: Reserve Collection | Last Modified 3/02/2015 10:46:37 PM | Owner 13101820000231_1811_D

Year is prompted. Number of loans by Item Material Type and by Location Code for all the Locations (Collections) classed as Reserve Collections by CAUL.

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UNSW - CAUL Loans: ULA, ULNZ and other reciprocal borrowing schemes | Last Modified 3/02/2015 10:46:37 PM | Owner 13101820000231_1811_D

Prompted by year. Loans for CAUL statistics. Uses input from report: UNSW - CAUL=ULA/ULNZ

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UNSW - CAUL Loans:Total | Last Modified 3/02/2015 10:46:37 PM | Owner 13101820000231_1811_D

The number of loan transactions made, by patron group and library. Not equipment, not DOCDEL, not Reserve (High Use Collection). Subtract ULANZ and Intercampus (get the numbers from other reports) from this total

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UNSW - CAUL Serial Vols: Added | Last Modified 3/02/2015 10:46:37 PM | Owner 13101820000231_1811_D

[Open](#) | [Edit](#) | [More](#) ▾



UNSW - CAUL Users=ULA/ULNZ | Last Modified 3/02/2015 10:46:37 PM | Owner 13101820000231_1811_D

Lists the Users in the CAUL reciprocal borrowing schemes. Used as input into the report: UNSW - CAUL Loans: ULA, ULNZ and other reciprocal borrowing schemes

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New Community Folder Structure

Location `/Shared Folders/Community/Reports/Shared Reports/Reports`

The screenshot displays the Alma Analytics interface. The top navigation bar includes a search field, 'Advanced', 'Help', and 'Sign Out' options. Below this, there are tabs for 'Catalog', 'Favorites', 'Dashboards', 'New', 'Open', and 'Signed In As Z317858'. The main content area shows a file explorer view with a left-hand pane for 'Folders' and a right-hand pane for 'Files'. The 'Folders' pane shows a tree structure: 'Shared Reports' > 'Business Areas for Dashboards' > 'Reports' > various report sub-folders. The 'Files' pane shows a list of folders with details like 'Type: All', 'Sort: Name A-Z', and 'Show More Details'. A red arrow points from the 'Reports' folder in the left pane to the 'Location' bar above the interface, which contains the path `/Shared Folders/Community/Reports/Shared Reports/Reports`.

Type	Name	Last Modified	Owner
Folder	Acquisitions - Expenditure per ...	30/01/2015 8:31:17 PM	Owner
Folder	Acquisitions - Misc. reports	30/01/2015 8:31:17 PM	Owner
Folder	Acquisitions - Vendor analysis	30/01/2015 8:31:17 PM	Owner
Folder	Events	30/01/2015 8:31:17 PM	Owner
Folder	Fines and Fees	30/01/2015 8:31:17 PM	Owner
Folder	Fulfillment - Misc. reports	30/01/2015 8:31:17 PM	Owner
Folder	Fulfillment - Requests reports	30/01/2015 8:31:17 PM	Owner

Thank
you!