

How to Get Usage Statistics for Your ProQuest Collection

To access information about monthly usage within your school, including total logins, searches, and organizational usage, visit: <http://lad.proquest.com/lad?usage=1>

Enter your LAD username and password. Click on the link "Usage Report" to get your statistics.

- ? Check your usage statistics when school begins.
- ? Use our web resources at <http://www.proquest.com/go/pic> and <http://www.proquest.com/go/lsc> to help your students take advantage of ProQuest's invaluable breadth of content and features:
 - o Send out Teacher, and Student/Parent Resource notices provided.
 - o Provide students with Quick Start Guide to help them realize how quick and easy searching can be.
 - o Download and print posters promoting usage.
- ? Watch your usage statistics rise throughout the school year!

- A.** Select the client for which you want a report. The **Client** drop-down list contains the departments/organizations defined in your ProQuest contract, and their corresponding client ID numbers.
- B.** Select the desired **Report Type**. When you click on the different Report Types, the Tips area will provide you with a summary of the report type.
- C.** Select the information to include in the report.
- D.** Select the **Usage Period**. Click the drop-down boxes to select a month/year from the list. Use the first to define the amount of time to cover in the report, and the second to define the ending month of the report.
- E.** Select your **Delivery Method**. If you select email, to you must enter an email address where you want the report delivered.
- F.** Specify the **Delivery Format**. All emailed reports are delivered in ~ delimited text files.

G. The report name and usage period.

H. Client Id and Client Name for the report.

I. Searches: the number of searches executed by any user.

Database: databases in which the client subscribes.

Cit/Abstract: number of citations or abstracts viewed.

Any FT Format: any full-text formats viewed.

Total: total number of citations,

Time Frame - Nov 2001 to Oct 2002				
Client 23456 - John Adams HS				
Searches	Database	Cit/Abstract	Any FT Format	Total
400	Chicago Tribune	6	0	6
860	International Newspapers	2	108	110
227	PQ HNP New York Times	11	145	156
873	Platinum Periodicals	190	536	726
858	Reference	0	1	1
865	Texas Newspapers	39	98	137
861	The New York Times	6	40	46
860	US National Newspapers	15	184	199
860	Wall Street Journal	0	13	13
6664	Grand Total	269	1125	1394
15548	Previous Year	727	2642	3369
-57%	% Increase	-63%	-57%	-59%