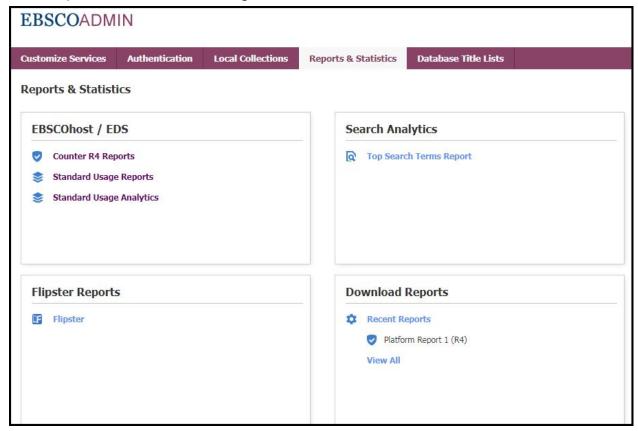**BadgerLink** Wisconsin's Online Library

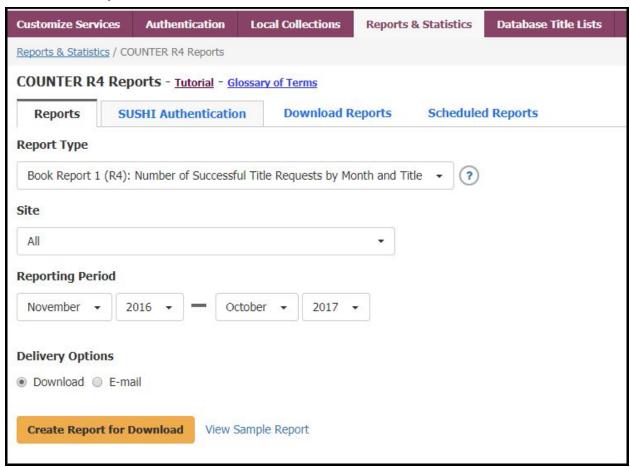# Accessing Statistics Reports in EBSCOadmin

*For library & school staff*

Log into EBSCOadmin at http://eadmin.ebscohost.com/EAdmin/Login.aspx. Contact us at https://badgerlink.dpi.wi.gov/contact-us if you do not have a login.

Select **Reports & Statistics** from navigation menu



A variety of options are available depending on the EBSCO products to which you subscribe, or have access to through BadgerLink.
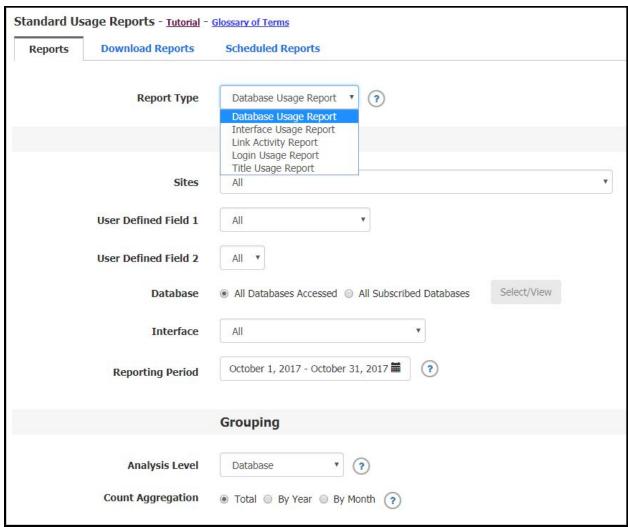
**Counter R4 Reports**



Follows COUNTER (https://www.projectcounter.org/) standards and provides reports on overall book, database, journal, or platform use.

Choose your parameters (if your login provides access to multiple accounts, select your desired location from the *Site* dropdown before creating the report), select the **Download** delivery option, and click **Create Report for Download** to save it to your computer. Reports will appear under the **Download Reports** tab. Or you can choose the **E-mail** delivery option to send it to e-mail addresses you specify, or schedule a recurring report.

Note: **Public libraries should run Database Report 1** and use the **Result Clicks** total for the *Successful Retrieval of Electronic Information* element on the Annual Report.

**Standard Usage Reports**



For reports containing non-COUNTER metrics.

Includes Database, Interface, Link Activity, Login, and Title Usage Reports.

While some of these reports include a *Session* metric, many major vendors no longer see this as a valid metric. Information on metrics available here https://help.ebsco.com/interfaces/EBSCOadmin/Admin_User_Guide/EBSCOadmin_Standard_Reports_Column_Definitions.

Choose your parameters, select the **Download** delivery option, and click **Create Report for Download** to save it to your computer. Reports will appear under the **Download Reports** tab. Or you can choose the **E-mail** delivery option to send it to e-mail addresses you specify, or schedule a recurring report.