# Hello reports Stumbling toward the data you need

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# In case you want to follow along...

http://bit.ly/1gx7nl0

"Nobody knows who they were or what they were doing."

## <u>Agenda</u>

Introductions

Overview of Reports in Evergreen

"Tour" of the Reports Interface

Building a Template

Creating a Report

Viewing Output

**Troubleshooting** 

## "Hello Cleveland!"



The report building experience in Evergreen.

"I've been working with this now for about half an hour...it's a complete catastrophe!"



Building reports can be a challenge at first.

# "These go to eleven."



Evergreen vs. Legacy Systems

## "Quite exciting, this computer magic!"



Knowledge of relational databases is helpful.

## Intro to relational databases

Data in Evergreen is stored in a **relational database**.

Relational databases are made of up multiple tables.

Each time you add add an item, register a patron, or check out an item to a patron, you are adding at least one row to at least one table.

# Primary keys and foreign keys

Every row in every table has a unique numeric ID, sometimes called the **primary key**.

The primary key can be used to link tables together. When the primary key of one table it referenced in another table, it is called a **foreign key**.

#### Patron Table

ID	First Name	Last Name	Middle Name	
001	David	St Hubbins		
002	Nigel	Tufnel	"Tuffy"	

#### Item Table

ID	Barcode	Creation Date/Time	Price	
001	333330305823	03/10/13 12:00 PM	25.00	
002	333330458211	11/11/11 11:11 AM	11.11	

#### Circulation Table

ID	Check Out Date/Time	Circing Item	User	
001	3/13/14 10:56 AM	002	001	
002	3/13/14 11:12 AM	001	002	

## SQL

SQL stands for "Standard Query Language."

ALL Evergreen reports are long and complex SQL queries!

The more you know about SQL, the better you will be at building reports.\*

\*The more you know about SQL, the less you will want to use the reporter :)

## Sources

In order to begin building a report, you must pick a **source**.

Sources in the Evergreen reporter roughly correspond to tables in the Evergreen database.

You will want to consider how you will be **filtering** your results when choosing your source.

# Weeding Report

Goal: Items in a location that are over 10 years old and haven't circ'd in 2 years.

# Weeding Report

<u>Filters:</u>

**Shelving Location** 

Call Number Range

Last Check Out Date

Owning Library

Not Deleted

**Creation Date** 

<u>Display Fields:</u>

**Shelving Location** 

**Circ Modifier** 

Call Number

**Author** 

Title

**Publication Date** 

Barcode

Last Check Out Date

**Number of Check Outs** 

# Can't get enough reports?

Friday 1:15 - 2:00 PM

Reports Interest Group Meeting

**Saturday 10:50 AM - 12:00 PM** 

SQL for Librarians

### Resources

**Evergreen Documentation:** 

http://docs.evergreen-ils.org (Look for your version of Evergreen)

Georgia PINES Reports Documentation: <a href="http://pines.">http://pines.</a>

georgialibraries.org/reports

**SITKA** Reports Documentation:

http://docs.sitka.bclibraries.ca/Sitka/current/html/report.html

**Evergreen Indiana Reports Tutorials:** 

http://www.in.gov/library/3380.htm#report

Link to this presentation:

http://bit.ly/1gx7nI0

## Thank you!

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