



SFX Admin Lite

Version 4

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Introducing the SFX Admin Lite

This section includes:

- **Overview of the SFX Admin Lite** on page 5
- **Getting Started** on page 5

Overview of the SFX Admin Lite

The SFX Admin Lite is a Web-based administrative tool that you can use to manage your local SFX server. A recorded lesson about working with the new SFX Admin Lite profile is available to all SFX customers on the Ex Libris Learning Center at <http://learn.exlibrisgroup.com/course/view.php?id=213> (enrolment key: adm1n11te).

Getting Started

This section describes how to log on to the SFX Admin Lite and work with the SFX Admin Lite menu. It includes the following:

- **Logging On to the SFX Admin Lite** on page 5
- **SFX Admin Lite Menu Layout** on page 6

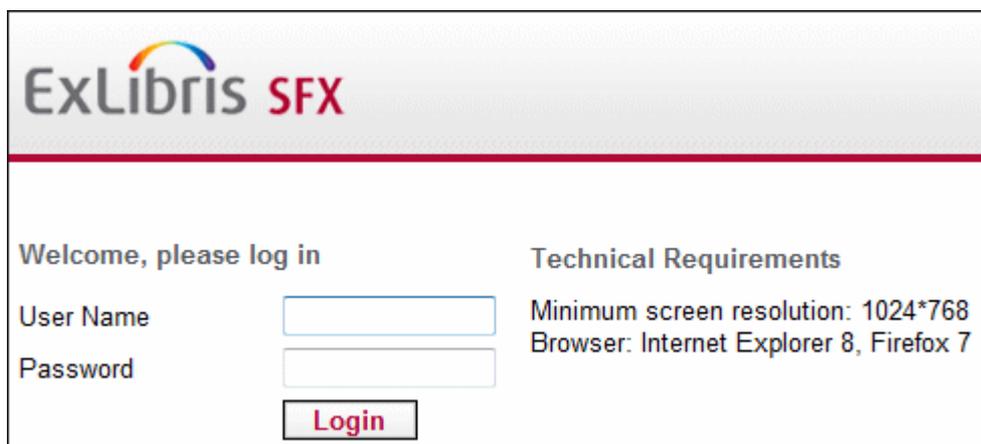
Logging On to the SFX Admin Lite

To access the SFX Admin Lite:

- 1 In your browser's address bar, enter the following URL:

http://server_name:port/sfxadmin/instance_name/

The logon window of the SFX Admin Lite opens:



ExLibris SFX

Welcome, please log in

User Name

Password

Login

Technical Requirements

Minimum screen resolution: 1024*768
Browser: Internet Explorer 8, Firefox 7

Figure 1: SFX Admin Center Logon

Enter the correct user name and password and click **Login** to connect to your local SFX database. Error messages are displayed when the SFX database is not accessible or when Javascript or cookies are not activated. The SFX Admin Lite main menu opens:



Figure 2: SFX Admin Lite Main Menu

SFX Admin Lite Menu Layout

Once connected to the SFX database, the SFX Admin Lite menu provides access to the following modules (See [Figure 2](#) above):

- **Data Management**
 - **KBManager** – Tools to manage the SFX KnowledgeBase on a small scale
 - **Statistics** – A tool that allows you to run a range of statistical queries

The SFX Admin Lite can be used to perform the following basic administrative tasks:

- Search for objects.
- Activate and deactivate object portfolios with one-click activation (activating or deactivating targets, target services, and object portfolios simultaneously).
- Add and update local coverage information for portfolios.
- Run statistic reports.

At the top of every page of the SFX Admin Lite, a menu bar appears that indicates your location. You can use the menu bar to navigate between the different tools of the SFX Admin Lite.



Figure 3: Menu Bar

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KBManager

- This section includes:
- [Searching for Objects](#) on page 9
- [Viewing Objects](#) on page 14
- [Viewing Object Portfolios](#) on page 21
- [Editing Coverage Information](#) on page 22
- [Activating Object Portfolios](#) on page 24
- [Deactivating Object Portfolios](#) on page 24
- [Testing the SFX Menu](#) on page 25

Searching for Objects

You can search for objects in the SFX database with the SFX Admin Lite.

To search for objects with the SFX Admin Lite:

- 1 From the KBManager section of the SFX Admin Lite, click **Objects**. The Search Objects window opens:

The screenshot shows the 'Search objects' interface in the SFX Admin Lite. It features a search form with three rows of input fields for 'Title', 'ISSN', and 'ISBN'. Each row includes a dropdown menu for the identifier, a dropdown for the search type (e.g., 'begins'), and a text input field. There are 'Remove' buttons for each row and an 'Add Condition' button. At the bottom of the form are 'Clear Search' and 'Search' buttons.

By default, three drop-down lists are displayed.

- 2 From the drop-down lists, select one of the following identifiers:
 - **Title** – Selecting this identifier displays a drop-down list with the following options:
 - starts with
 - contains
 - exact

NOTE:

Exact searches for CJK titles behave like a Starts With search for titles longer than 42 characters. This is because title search keys for CJK characters are limited to 255 characters (where each CJK character after normalization requires 6 characters).

The search is performed for all title types (main, abbreviated, and so forth)

- ISSN – The search is performed for all types (electronic, incorrect, and print) and can be with or without dashes
- ISBN – The search is performed for all types (electronic, incorrect, and print) and can be with or without dashes.

- CODEN – The search is performed for a complete six-character string or using right truncation.
- DOI – The search is performed for an exact match, no truncation.
- LCCN – The search is performed for an exact match, no truncation.
- OCLC – The search is performed for an exact match, no truncation.
- Publisher – The search is performed for a complete publisher name or using right truncation.
- Place of Publication – The search is performed for an exact match, no truncation.
- OBJECT_ID – The search is performed for an exact match, no truncation.
- Object Type – From the drop-down list, select an object type.
- Object Language – From the drop-down list, select a language.
- LOCAL– The search is performed for a complete LOCAL value or using right truncation
- Category – From the drop-down list, select a category.
- Author Personal – The search is performed for an exact match, no truncation.
- Author Corporate – The search is performed for an exact match, no truncation.
- Author Meeting – The search is performed for an exact match, no truncation.

NOTE:

Truncation is performed by entering the beginning of the search term, followed by an asterisk (*).

- 3 Depending on the identifier you choose, another drop-down list or text box opens. From the drop-down list, select an item and enter text in the text box.
- 4 To add additional conditions to the search, click **Add Condition**.
- 5 Click **Search**.

The List of Search Results window opens with the search results:

The screenshot shows the ExLibris SFX KBManager interface. At the top, there is a navigation bar with 'Home', 'KBManager', and 'Statistics'. Below this is a red header with 'Objects'. A search bar is visible with a 'Show Search Box' button. The search results are displayed in a table with columns for '#', 'ID', 'TITLE', 'Author', and 'Type'. The table contains 18 rows of results, all related to 'BusinessWeek'. Each row has a 'View' button (v) and a 'Print' button (P) on the right side. The table is paginated, showing 'Page 1 of 1 Pages'.

#	ID	TITLE	Author	Type
1	0007-7135	BusinessWeek		JOURNAL
2	0891-6578	BusinessWeek careers		JOURNAL
3	0896-4912	The BusinessWeek newsletter for information executives		JOURNAL
4	1040-8193	The BusinessWeek newsletter for family-owned business		JOURNAL
5	1306-2387	BusinessWeek Türkiye		JOURNAL
6	1556-1232	BusinessWeek smallbiz		JOURNAL
7	8756-9116	BusinessWeek's guide to careers		JOURNAL
8	0-07-137824-3	BusinessWeek Guide to the Best Business Schools		BOOK
9	0-07-138241-0	BusinessWeek Guide to the Best Business Schools		BOOK
10	0-07-142501-2	BusinessWeek Guide to the Best Business Schools	Merritt, Jennifer	BOOK
11	0-07-159042-0	The Best Undergraduate B-Schools : Businessweek Fast Trac...		BOOK
12	0-07-160113-9	The Best B-schools		BOOK
13	0-07-160114-7	The Best Places to Launch a Career		BOOK
14	3310000000005607	BusinessWeek Magazine		NEWSPAPER
15	1000000000548613	BusinessWeek - The Welch Way		JOURNAL
16	1000000000548612	BusinessWeek - Technology and You		JOURNAL
17	1000000000717816	BusinessWeek.com		JOURNAL
18	1000000000419918	BusinessWeek - Print and Online		JOURNAL

Figure 4: List of Search Results

Each row of this table is structured in the following way:

- **v** View button – Click to view object details.
- **ID** – The value displayed is determined by the following order of priority:
 - ISSN
 - ISBN
 - LCCN
 - OCLC
 - CODEN
 - DOI
 - LOCAL
 - OBJECT_ID

- **Title** – The title of the object.
- **Author** – The author of the object (if available).
- **Type** – The type of the object.
- **OP** – A green dot ● is displayed if the object contains active object portfolios.
-  – Click to display the List of Portfolios.
-  – Click to display the SFX menu.

To sort the results, click **ID** or **Title**. By default, the results are sorted by ID.

When sorting by ID, if the list consists of IDs from different identifiers, the list first sorts by like identifier (ISSN, ISBN, and so forth) and then by ID within the identifier.

Viewing Objects

You can view an object from the List of Search Results.

To view an object:

- 1 Click the **View** button **V** next to the object you want to view or click the object's title. The View Object window opens:

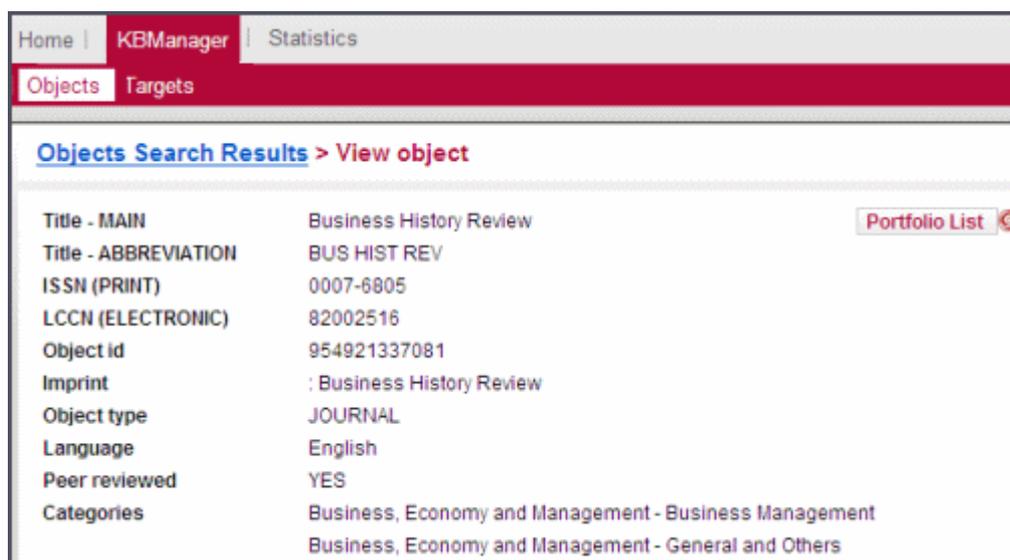


Figure 5: View Object Details

For an explanation of the fields in the View Object Details dialog box, see the following table:

Table 1. Object Fields

Item	Description
Language	The language in which the object is written.
Peer Reviewed	Indicates whether the object is peer reviewed.
Object_Type	<ul style="list-style-type: none"> ■ SERIALS <ul style="list-style-type: none"> ■ CONFERENCE ■ JOURNAL ■ NEWSPAPER ■ SERIES ■ TRANSCRIPT ■ WIRE ■ DATABASE ■ MONOGRAPHS <ul style="list-style-type: none"> ■ BOOK ■ CD ■ DISSERTATION ■ DOCUMENT ■ MANUSCRIPT ■ PROCEEDING ■ REPORT
Main	<p>The full title of the object. For Chinese objects, there are two types of Main titles:</p> <ul style="list-style-type: none"> ■ MAIN SIMPLIFIED ■ MAIN TRADITIONAL
Secondary	<p>A secondary title of the object:</p> <ul style="list-style-type: none"> ■ TRANSLATION ■ ABBREVIATION ■ UNIFORM ■ ROMANIZATION - Pinyin (for Chinese) ■ WRITING_SYSTEM - Hangul (for Korean) ■ WRITING_SYSTEM - Hiragana (for Japanese)
Non-filing Character	The character of the title to consider for sorting.

Table 1. Object Fields

Item	Description
Language (Title)	The language into which the title is translated. Available when secondary title type is translation.
ISSN (PRINT) (for serials)	<p>The ISSN number. When adding an ISSN value to the SFX KnowledgeBase, SFX performs the following validation and normalization procedure:</p> <ol style="list-style-type: none">1 All hyphens and uppercase letters are removed from the string.2 The value is checked to see whether it consists of either 8 or 7 plus X.<ul style="list-style-type: none">■ If this check fails, the incoming ISSN is rejected and not stored in the SFX database.■ If the check passes, perform the ISBS checksum test. <p>Regardless of whether or not the ISSN checksum test passes or fails, SFX stores the ISSN in the SFX database, except if SFX finds that an identical ISSN already exists in the database.</p>
eISSN (for serials)	The eISSN number for electronic material.

Table 1. Object Fields

Item	Description
ISBN (for monographs)	<p>The ISBN number (for monographs). When adding an ISBN value to the SFX KnowledgeBase, SFX performs the following validation and normalization procedure:</p> <ol style="list-style-type: none"> 1 All hyphens and uppercase letters are removed from the string. 2 The value is checked to see whether it consists of either 10 or 13 digits or 9/12 digits plus X. <ul style="list-style-type: none"> ■ If this check fails, the incoming ISBN is rejected and not stored in the SFX database. ■ If the check passes, perform the ISBN checksum test. <p>If the ISBN checksum test passes, include the correct hyphenation and save it in the database.</p> <p>If the ISBN checksum test fails, keep the value without hyphenation and save it as is in the database.</p> <p>When storing ISBNs in the SFX database:</p> <ul style="list-style-type: none"> ■ ISBN-10 values are stored in the SFX database in ISBN-10 format. ■ ISBN-13 values starting with 978 are converted to ISBN-10 and stored in the SFX database in ISBN-10 format. ■ ISBN-13 values starting with 979 are stored in the SFX database in ISBN-13 format. <p>If SFX finds that an identical ISBN already exists in the database with the same type (print, electronic, or incorrect), the ISBN is not added.</p>
eISBN (for monographs)	The eISBN number for electronic material.
LCCN	The Library of Congress Control Number. The SFX KB stores the canonical version of the LCCN – including spaces, prefixes, and suffixes.
OCLC	The OCLC control number.
CODEN (for serials)	The CODEN number.
DOI (for monographs)	The digital object identifier number.

Table 1. Object Fields

Item	Description
Author (for monographs)	The author of the object.
LOCAL	Indicates whether the object is local or global.
Publisher Name	The name of the publisher of the object.
Place of Publication	The place where the object was published.
Date of Publication	The date on which the object was published.
Relation (See Table 2 Relation Types Used in SFX on page 19 for an explanation of each relation)	<ul style="list-style-type: none"> ■ Proceeding Series ■ Proceeding Item ■ Other Edition ■ Series ■ Series Item ■ Continues ■ Continued By ■ Continues In Part ■ Continued In Part By ■ Merged Into ■ Formed by the Union of ■ Split Into ■ Absorbed By ■ Absorbed ■ Absorbed in Part By ■ Absorbed in Part ■ Related ■ Supplement / Supplement Parent ■ Translation Entry
Categories	The categories with which the object has been associated.

Table 1. Object Fields

Item	Description
Subcategories	The sub-categories with which the object has been associated.
Additional Data	Additional data of the object: <ul style="list-style-type: none"> ■ Owner ■ Created by ■ Object record last updated by ■ Last localization change by ■ Latest release this object was included in

Table 2. Relation Types Used in SFX

Relation	Description	Relation as Stored in the SFX DB KB_RELATION Table
Proceeding Series	The proceeding series of which the main object is a part.	PROCEEDING_SERIES
Proceeding Item	The proceeding publication part of the main object.	PROCEEDING_ITEM
Other Edition	Different edition of the same journal (this is used in case of different language or different place of publication).	OTHER_EDITION
Other Book Edition	Different edition of the same book (printed in the same language).	OTHER_BOOK_EDITION
Continues	The discontinued publication that is continued by the object.	CONTINUES
Continued By	A publication that continues the object.	CONTINUED_BY
Continues In Part	A discontinued publication that is partially continued by the object.	CONTINUES_IN_PART
Continued In Part By	A publication that partially continues the object.	CONTINUED_IN_PART_BY
Merged Into	A publication into which the object has been merged.	MERGED_INTO

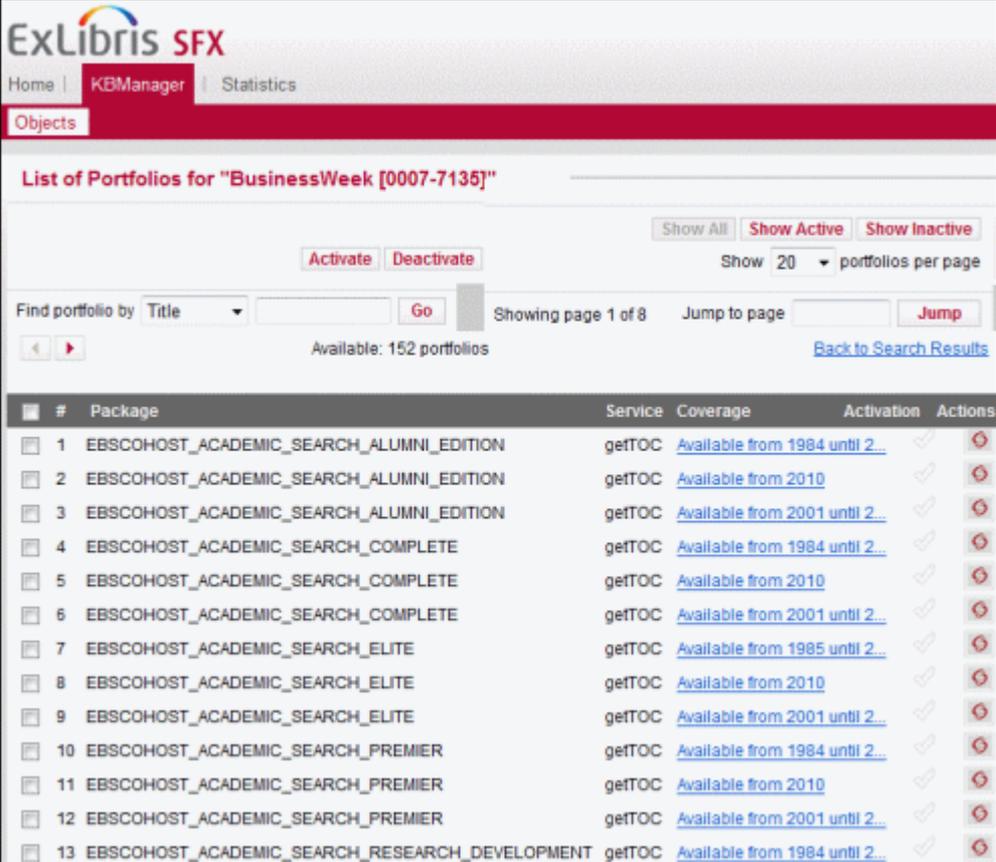
Table 2. Relation Types Used in SFX

Relation	Description	Relation as Stored in the SFX DB KB_RELATION Table
Formed by the Union of	The main object consists of the contents of a union of several previous publications.	FORMED_BY_THE_UNION_OF
Split Into	The publications into which the object is split.	SPLIT_INT0
Absorbed By	The publication into which the object has been absorbed.	ABSORBED_BY
Absorbed in Part by	The publication into which the object has been partially absorbed	ABSORBED_IN_PART
Related	General Relation. Used previously in SFX (deprecated). Not updated from the Library of Congress.	RELATED
Supplement	The publication that supplements the object.	SUPPLEMENT
Supplement Parent	The publication that is supplemented by the object.	SUPPLEMENT_PARENT
Translation Entry	Multilingual versions of the object.	TRANSLATION_ENTRY
Series	The publication that is the series title under which the object has been published.	SERIES
Series Item	The publication that is part of the the series object.	SERIES_ITEM

Viewing Object Portfolios

You can view object portfolios in the List of Search Results.

To view the object portfolios for the object, click the **Portfolio** button **P**. The List of Portfolios window opens:



The screenshot displays the 'List of Portfolios' window for the object 'BusinessWeek [0007-7135]'. The interface includes a navigation bar with 'Home', 'KBManager', and 'Statistics' links. Below the navigation bar, there are buttons for 'Activate' and 'Deactivate', and a 'Show' dropdown menu set to '20 portfolios per page'. A search bar is present with a 'Find portfolio by' dropdown set to 'Title' and a 'Go' button. The main content area shows a table of 13 portfolios, each with a checkbox, a number, a package name, a service type, a coverage date range, an activation status, and an actions column. The table data is as follows:

#	Package	Service	Coverage	Activation	Actions
1	EBSCOHOST_ACADEMIC_SEARCH_ALUMNI_EDITION	getTOC	Available from 1984 until 2...	✓	⊗
2	EBSCOHOST_ACADEMIC_SEARCH_ALUMNI_EDITION	getTOC	Available from 2010	✓	⊗
3	EBSCOHOST_ACADEMIC_SEARCH_ALUMNI_EDITION	getTOC	Available from 2001 until 2...	✓	⊗
4	EBSCOHOST_ACADEMIC_SEARCH_COMPLETE	getTOC	Available from 1984 until 2...	✓	⊗
5	EBSCOHOST_ACADEMIC_SEARCH_COMPLETE	getTOC	Available from 2010	✓	⊗
6	EBSCOHOST_ACADEMIC_SEARCH_COMPLETE	getTOC	Available from 2001 until 2...	✓	⊗
7	EBSCOHOST_ACADEMIC_SEARCH_ELITE	getTOC	Available from 1985 until 2...	✓	⊗
8	EBSCOHOST_ACADEMIC_SEARCH_ELITE	getTOC	Available from 2010	✓	⊗
9	EBSCOHOST_ACADEMIC_SEARCH_ELITE	getTOC	Available from 2001 until 2...	✓	⊗
10	EBSCOHOST_ACADEMIC_SEARCH_PREMIER	getTOC	Available from 1984 until 2...	✓	⊗
11	EBSCOHOST_ACADEMIC_SEARCH_PREMIER	getTOC	Available from 2010	✓	⊗
12	EBSCOHOST_ACADEMIC_SEARCH_PREMIER	getTOC	Available from 2001 until 2...	✓	⊗
13	EBSCOHOST_ACADEMIC_SEARCH_RESEARCH_DEVELOPMENT	getTOC	Available from 1984 until 2...	✓	⊗

Figure 6: List of Portfolios

The Navigation bar contains the following sections:

- **Find portfolio by** – Search for a portfolio based on one of the following:
 - Title
 - ISSN
 - ISBN
 - Object ID
- **Jump to page** – Jump to a specific page.

- **Available** – The number of portfolios in the table.
- **Back to Search Results** – Move back to the list of search results.

The lower part of the work area displays the available object portfolios. Each row of this table is structured in the following way:

-  Check box – Select a check box next to a portfolio to mark the portfolio for activation.
- **Package** – The name of the package in which the portfolio is located.
- **Service** – The name of the target service.
- **Coverage** – The time period for which you have coverage for the portfolio.
-   Active/Inactive indicator – Click to toggle the activation status indicator for the portfolio.
-  **Test SFX** button – Click to generate a new SFX menu that contains a link to this portfolio in order to test linking to it.

Editing Coverage Information

You can edit coverage information from the List of Portfolios window.

To edit coverage information:

- 1 Click the coverage link of the portfolio whose coverage information you want to edit. The Edit Coverage window opens:

Figure 7: Edit Coverage

- 2 Edit the fields according to the following table:

Table 3. Edit Object Portfolio

Field	Description
Object ID	The object ID
ISSN	The ISSN of the object
Title	The title of the object
Current Coverage	The current coverage information
Embargo/Moving Wall	Indicates an embargo period. An embargo is a time period for which a journal is not available in a full text database. A moving wall (also called a rolling year) is any period of 12 consecutive months for which coverage is available.

Table 3. Edit Object Portfolio

Field	Description
First/Last/Exact Publication	Fill in the date boundaries for the publication dates.

- 3 To clear coverage information from the fields, click **Clear Coverage Range**.
- 4 To add additional coverage range, click **Add Coverage Range**.
- 5 Click **Submit**.

NOTE:

To restore coverage information to the default settings, clear the coverage information and click **Submit**.

Activating Object Portfolios

To activate an object portfolio, click the white arrow . The arrow becomes yellow . Alternatively, select the check boxes next to the object portfolios you want to activate and click **Activate**.

If there are linking parameters for a target service, but the value is missing, the object portfolio cannot be activated and the following message is displayed:

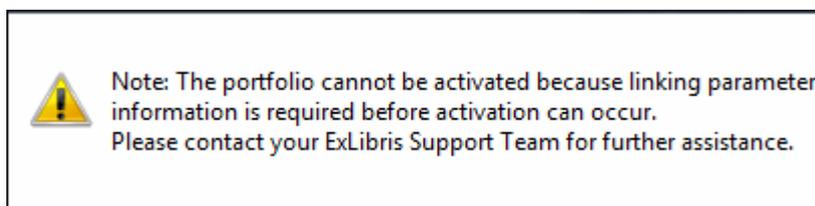


Figure 8: Missing Information Message

Deactivating Object Portfolios

To deactivate an object portfolio, click the yellow arrow . The arrow becomes white . Alternatively, select the check boxes next to the object portfolios you want to deactivate and click **Deactivate**.

Testing the SFX Menu

To test how the object looks in the SFX menu, click the **SFX** button  next to an object. For example:

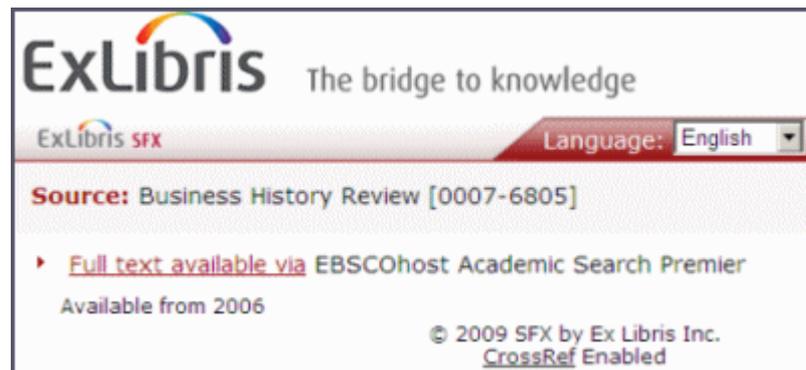


Figure 9: Test SFX Menu

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Statistics

This section includes:

- [Statistics Overview](#) on page 27
- [Queries](#) on page 28

Statistics Overview

The Statistics module is used to produce statistical reports on SFX usage. Reports include the following information for each SFX transaction:

- IP address of user
- Date of the SFX request
- SFX targets displayed in the SFX menu
- SFX targets clicked in the SFX menu
- SFX sources used to send the SFX request to the SFX server (sid)
- Type of SFX service requested
- Whether or not the getFullTxt service was offered in the SFX menu
- Object type
- Institute, user group, and faculty

SFX statistical reports also include attributes of the context object, such as:

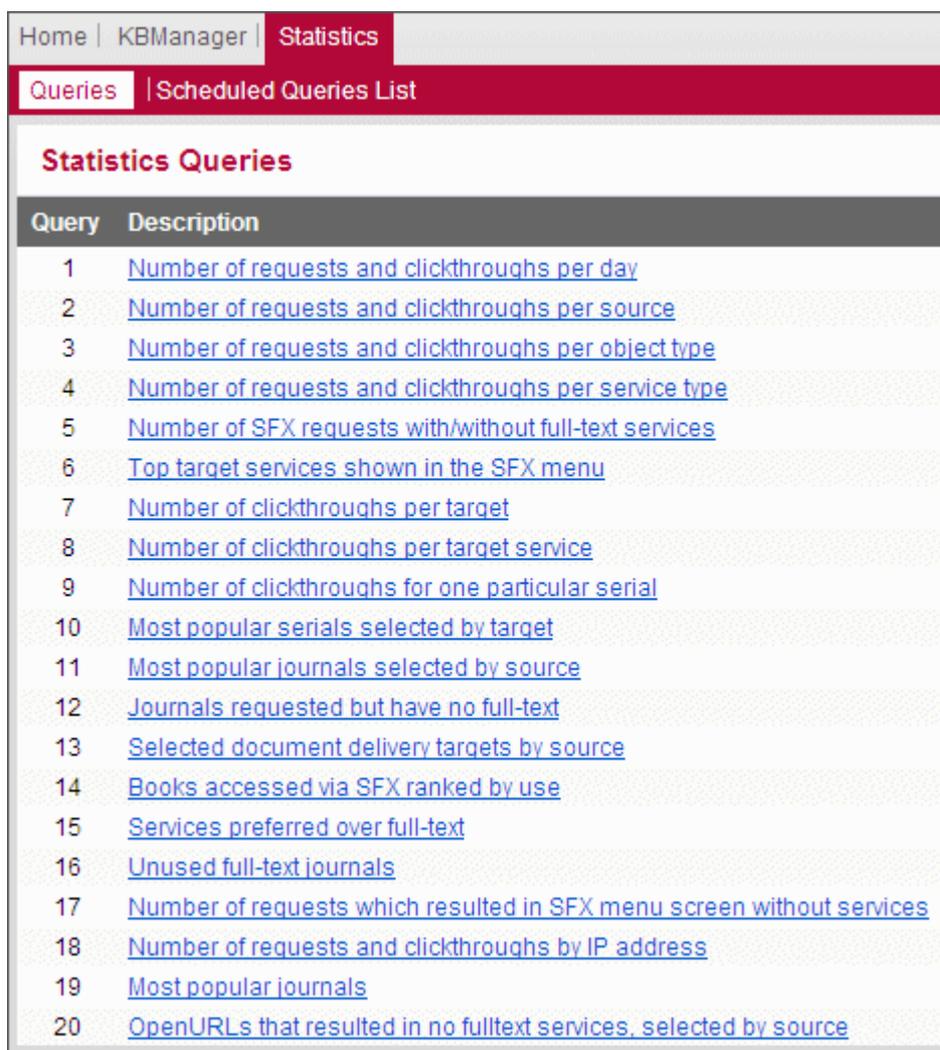
- ISSN
- ISBN
- ArticleTitle
- JournalTitle
- BookTitle
- ConferenceTitle

Queries

This section includes the following:

- **Scheduling Queries** on page 34
- **Scheduled Queries List** on page 35

To create a statistical query, click **Queries** from the Statistics section of the Data Management area. The Statistics Queries window opens:



The screenshot shows a web interface with a navigation bar at the top containing 'Home | KBManager | Statistics'. Below this is a sub-navigation bar with 'Queries' and 'Scheduled Queries List'. The main content area is titled 'Statistics Queries' and contains a table with two columns: 'Query' and 'Description'. The table lists 20 queries, each with a number and a description link.

Query	Description
1	Number of requests and clickthroughs per day
2	Number of requests and clickthroughs per source
3	Number of requests and clickthroughs per object type
4	Number of requests and clickthroughs per service type
5	Number of SFX requests with/without full-text services
6	Top target services shown in the SFX menu
7	Number of clickthroughs per target
8	Number of clickthroughs per target service
9	Number of clickthroughs for one particular serial
10	Most popular serials selected by target
11	Most popular journals selected by source
12	Journals requested but have no full-text
13	Selected document delivery targets by source
14	Books accessed via SFX ranked by use
15	Services preferred over full-text
16	Unused full-text journals
17	Number of requests which resulted in SFX menu screen without services
18	Number of requests and clickthroughs by IP address
19	Most popular journals
20	OpenURLs that resulted in no fulltext services, selected by source

Figure 10: Statistic Queries

The following queries are available:

- 1 Number of SFX requests and clickthroughs per date** – The number of times users clicked the SFX button in all sources over a specified period of time and the number of clickthroughs.
- 2 Number of SFX requests and clickthroughs per source** – The number of times users clicked the SFX button in any particular source (*rec\$sourceId*) and the number of clickthroughs; output is sorted by source name.
- 3 Number of SFX requests and clickthroughs sorted by object type** – The number of times SFX services were requested and the number of clickthroughs, based on the type of object. Output is sorted by object type. If there is no match between the object in the OpenURL and the SFX database, the Object Type used is *genre*.
- 4 Number of SFX requests and clickthroughs per service type** – The number of SFX requests and clickthroughs for each service type.
- 5 Number of SFX requests with/without full-text services** – The number of SFX requests that resulted and did not result in full-text services in the SFX menu.
- 6 Top target services shown in the SFX menu** – The number of times the most popular targets services appeared in the SFX menu.
- 7 Number of clickthroughs per target** – The number of times specific targets were selected in the SFX menu.
- 8 Number of clickthroughs per target service** – The number of times specific target services were selected in the SFX menu.
- 9 Number of clickthroughs for one particular serial** – The number of times one particular full-text journal was selected in the SFX menu for different targets.
- 10 Most popular serials selected by target** – The number of times the most frequently requested full-text journals were shown and selected in the SFX menu from one particular target.
- 11 Most popular journals selected by source** – The number of times the most frequently requested full-text journals were shown and selected in the SFX menu from a particular source.
- 12 Journals requested but have no full-text** – The top journals for which SFX requests resulted in no full-text services in the SFX menu.
- 13 Selected document delivery targets by source** – The number of times users clicked *getDocumentDelivery* targets in any particular source (*rec\$sourceId*).
- 14 Books accessed via SFX ranked by use** – Books (ISBNs) sorted by usage within a specified time period. Output includes ISBN and the number of times accessed. If multiple ISBNs exist for the object, they are all included in the report.

- 15 **Services preferred over full-text** – The services users are choosing when full-text is available as a service in the SFX menu and users choose another service.
- 16 **Unused full-text journals** – The journals for which there are active full-text portfolios that did not appear in the statistics tables. Note that the RSI index must be built in order for this query to be used. For more information on building this index, refer to the **Rapid Service Indicator** section of the *SFX System Administration Guide*.
- 17 **Number of SFX requests which resulted in SFX menu screen without services** – The number of times SFX services were requested and no results were displayed in the SFX menu.
- 18 **Number of SFX requests and clickthroughs by IP address** – The number of times SFX services were requested and the number of clickthroughs, sorted by IP address.
- 19 **Most popular journals** – The number of times the most frequently requested full-text journals were shown and selected in the SFX menu.
- 20 **OpenURLs that resulted in no full-text services, selected by source** – The OpenURLs for a particular source where SFX requests resulted in no full-text.

Click a query. The following window opens:

Home | KBManager | **Statistics**

Queries | Scheduled Queries List

Query 1 : Number of requests and clickthroughs per date.

Query parameters

Total by:

Dates to query

Relative date range Specific date range

 From:
To:

Filters

Institute <input type="text" value="DEFAULT"/> Biology Chemistry MIT_Cambridge <input type="checkbox"/> Exclude	Formats <input type="text" value="html"/> image-large multi_obj_detailed_xml simplexml <input type="checkbox"/> Exclude	Usergroup <input type="text"/> <input type="checkbox"/> Exclude	Faculty <input type="text"/> <input type="checkbox"/> Exclude	IP Address <input type="text"/> <input type="checkbox"/> Exclude
---	---	--	--	---

Output

Format:
Delivery:

Figure 11: Query Input

Fill in the fields according to the following table. Note that the options vary depending on the query selected:

Table 4. Statistic Queries

Field	Description
Total by:	Select a time period by which to total the results.
Show	Select one of the following: <ul style="list-style-type: none"> ■ All ■ Top 10 ■ Top 50 ■ Top 100
Group by Netmask:	This option is applicable only for query 18: <ul style="list-style-type: none"> ■ 255.255.255.255 – Each IP address is listed separately in the query results. ■ 255.255.255.0 – IP addresses that start with the same three values are grouped together in the query results. For example, 10.1.2.31 and 10.1.2.233 are grouped together as 10.1.2.0. ■ 255.255.0.0 – IP addresses that start with the same two values are grouped together in the query results. For example, 10.1.2.31 and 10.1.3.233 are grouped together as 10.1.0.0.
Dates to Query	<ul style="list-style-type: none"> ■ Relative Date Range – Select a time period relative to the date the report is run. Sunday is considered the first day of the week. ■ Specific Date Range – Set a specific date range.

Table 4. Statistic Queries

Field	Description
Filters	<p>Enter information to include the filter information in the results. Select Exclude to exclude the filter information from the results.</p> <ul style="list-style-type: none"> ■ Institute – If institutes have been specified in your instance, they are displayed in the institute filter drop-down list. <code>DEFAULT</code> is also listed, so that it is possible to include a filter on the <code>DEFAULT</code> institute as well. More information about institutes can be found in . ■ Format – Select a format. HTML is the default. The list of formats is taken from the data currently in the offline STAT tables, so if XML or image type requests are not set in the instance, these formats are not displayed. ■ Usergroup – Enter a user group name. This information is set as part of the authentication process of MetaLib. Use a space to separate multiple user group names. ■ Facility – Enter a facility name. This information is set as part of the authentication process of MetaLib. Use a space to separate multiple facility names.
IP Address	<p>Specify multiple IP addresses or ranges. Use an asterisk (*) as a wildcard.</p> <p>Use a space to separate multiple IP addresses or ranges.</p>
Output	<ul style="list-style-type: none"> ■ Format – Select an output format: <ul style="list-style-type: none"> ■ HTML ■ Plain text ■ Delivery – Select a delivery method <ul style="list-style-type: none"> ■ Screen ■ E-mail

If you select e-mail for the output delivery method there is a 500 KB file size limit by default. If the file size exceeds this limit, the following message is displayed:

```
A query result was generated by SFX. However, the file was
too big to include as an attachment.
It can be retrieved on the server at:
/exlibris/sfx_ver/sfx4_1/<sfx_instance>/dbs/scratch/
stats_<instance>_<query>_<timestamp>.html
```

You can increase the file size limit by entering a new file size limit (in bytes) in the `file_size_limit` parameter of the following section of the `config/sfxctrl.config` file:

```
Section "stat"  
    file_size_limit      ""  
EndSection
```

NOTES:

- In query 11, it is possible to use truncation by using an asterisk (*) when selecting or specifying sources.
 - Example 1 – To get information about the most popular journals in all EBSCO Host databases, select one of the EBSCO Host databases from the **Source** drop-down list. In the adjacent text box, the source `sid` value is displayed—for example, `EBSCO:aph`. Change this value to `EBSCO*` to make sure the query results in statistics data for all EBSCO Host databases.
 - Example 2 – To get information about the most popular journals in all sources that send a `sid` value, from the **Sources** drop-down list, select **ALL SOURCES**.
 - Example 3 – To get information about the most popular journals in all sources that do not send a `sid` from the **Sources** drop-down list, select **NO SOURCE** or leave the text box empty.
 - Use query 19 to get information about the most popular journals, regardless of source information.
-

Scheduling Queries

To schedule a query to be run, click **Schedule**. The Scheduling Parameters dialog box opens:

Scheduling parameters

Run this query Every day 1st day of the month

or

at 00 : 00

and send the results to the following e-mail address:

Current date and time on the server is Wed Jan 27 15:04:12 2010

Figure 12: Scheduling Parameters

Select a day, date, and time to run the query and enter an e-mail address to which to send the results. Click **Submit**. The query is run against the offline STAT tables. If you selected **Screen** as the output format, the results are displayed. If you selected **E-mail** as the output format, the results are e-mailed to you. By default there is a 500 KB file size limit for the e-mail output format. For information on changing the default, see the end of [Queries](#) on page 33.

NOTE:

For query 20, the output format is slightly different. For each request in the result output, the OpenURL info is included in the .txt version of the statistics report.

In the HTML version, you can view the OpenURL by moving the mouse over, or clicking the small SFX button next to, each request. Clicking the SFX button submits the OpenURL and displays the SFX menu.

Note that for this query, a change was made in the SFX database STATISTICS tables to store OpenURL information. SFX statistical usage information gathered before the database changes (for example, SFX version 3 statistics data) does not include OpenURL information. If this is the case, a red cross indicates that no OpenURL information is available for the request.

Scheduled Queries List

To see a list of the scheduled queries, click **Scheduled Queries List**. The following window opens:

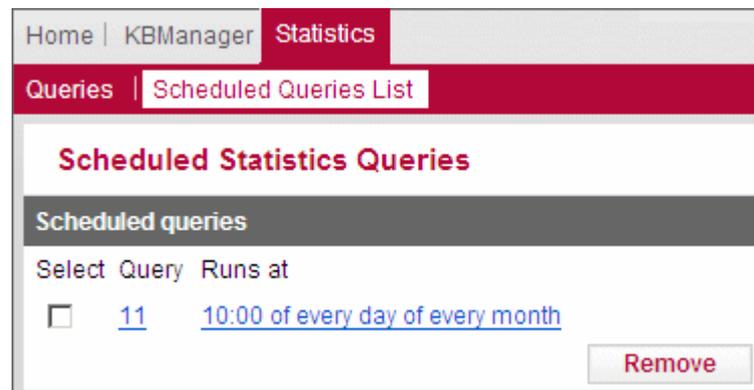


Figure 13: Scheduled Queries List

To view the details of the scheduled query, click the query.