



## Reporting to institutional managers

### What do IRUS-UK institutions say?

In the 2014 IRUS-UK user survey, 84% of respondents reported using IRUS-UK for regular reporting to management.

#### Middlesex University

“We use IRUS-UK to get data on activity, usage and exposure, for example trends over time to see if downloads are increasing.”

#### Open University

“We do a monthly update and then I will do ad hoc reports for individual faculties.”

#### University of Strathclyde

“We have an institutional repository steering group that meets periodically to discuss all things ‘repository’... I do share the statistics at these meetings so that people are aware of what the activity is like and for a lot of these meetings one of us is actioned with writing some kind of paper and often it will involve looking at full text downloads statistics.”

### Introduction

It is useful for institutional managers to understand the usage of items in the institutional repository. This might include, for example, obtaining high-level statistics of total downloads from the repository, or gaining an understanding of the items that have higher downloads.

### How can IRUS-UK help?

The usage statistics within IRUS-UK can be used to report on downloads for institutional managers. You can use the *Repository Statistics* table to give a summary of the total downloads IRUS-UK has recorded from your repository since you joined, or you can use the more focused reports for more granular information:

- *Item Report 1 (IR1)* can show you downloads by item, and help you identify items receiving high numbers of downloads
- *Item Report 2 (IR2)* can show you downloads by item type
- *ETD Report 1 (ETD1)* focuses specifically on Electronic Theses and Dissertations
- *Repository Report 1 (RR1)* enables you to look at download data from all participating repositories, which you can filter by item type, Jisc band, or country (or a combination)

Reports can be output in HTML, TSV or CSV format, so you can also download your statistics for further analysis (e.g. in spreadsheet software such as Microsoft Excel).

These are just some of the many reports and views available: