Session 7: Analytics Objects

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# Analytics Master Class Sessions

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• Create Analytics Dashboard Object and Set as Favorite
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Introduction

- An Alma Analytics Object is an entity in Alma that allows for easy access to an Alma Analytics report or dashboard.
- The types of objects are:
  - Dashboard
  - Scheduled Dashboard
  - Report
  - Scheduled Report
  - Widget
Which Reports and Dashboards Can Become Objects?

Only reports and dashboards in the following folders in the analytics Catalog can become analytics Objects for sharing:

- Shared Folders / Alma – created by Ex Libris staff
- Shared Folders / [your institution ID] – created by staff at your institution
- Shared Folders / [Leganto] [Rapido] etc – if you have that service

- All subfolders within the above are also available
What Do Other Alma Users See?

A subset of saved dashboards and reports, depending on their Alma roles
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Common Problems to Avoid

• Dashboard objects can contain dashboards from the Alma folder (created by Ex Libris staff), but Report objects must come from your institution’s folder
• Reports sent by email will use the Analytics Letter, so that needs to be configured and enabled
• Try to avoid special characters in filenames or folder names (especially the slash / )
• Helpful to organize in folders in the analytics Catalog: Dashboards, Reports, Widgets
Conclusion
Additional Resources

• Alma Analytics Documentation
  • Knowledge Center > Alma > Online Help > Analytics
    • Scheduling and Subscribing to Alma Analytics Reports

• Training Videos
  • Knowledge Center > Alma > Training > Analytics
  • Ex Libris YouTube Channel – search for Alma Analytics

• Custom Training
  • Premium.Services@exlibrisgroup.com
Next Week: Useful Tips

• Save a customized Analytics column for future reports
• Add a logo at the top of a report
• Use output of one report as input in another
• Create an Alma Set from a report
• And much more!
Thank you!
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