Usage Statistics and Core Titles

Introduction

KB+ is integrated with Journal Usage Statistics Portal (JUSP), and provides facilities enabling you to mark which of your titles are (or will be) JUSP Core Titles by setting the ranges of dates when they will be core. All the titles you mark in KB+ as core will appear in JUSP, from where you will be able to run your reports. JUSP can update the core titles monthly or as requested.

You can also view your JUSP JR1 statistics in KB+ as described below.

Please note you must be a member of JUSP to view usage statistics. For more information on JUSP, please see: http://jusp.mimas.ac.uk/.

Viewing and Setting the Core Status of Titles

The core status of individual titles can be viewed on the Issue Entitlements tab of the Title Details page (1):

![Issue Entitlements Tab](image-url)
...and the Titles tab of the Subscription Details page (2):

The core status of all your titles can be viewed on the Your core titles page. Access this page by opening the Titles menu, and then selecting the Your core titles option (3):
The *Your core titles* page is then displayed:

The core status of your titles is displayed in the *Status* column (4).

The *Your core titles* page is described in detail below.

Core status is indicated as follows:

- **Core**: the title is core at present.
- **Was / Will be Core**: the title is not core at the moment, but it has been core in the past and/or is scheduled to be in the future.
- **Not Core**: the title is not core, has never been core, and is not scheduled to be core.
The Your Core Titles Page

The Your core titles page is accessed as described above. The page consists of three tabs:

- The Core tab (1) lists all your titles that are core, or have been, or will be
- The Not Core tab (2) lists all your titles that are not core, have never been core, and are not scheduled to be core
- The All tab (3) lists all your titles regardless of core status

Apart from the status of the titles they display, each of these tabs looks and works in the same way.

You can search and filter the lists of titles by entering the name of a title or a provider (or part of their names) in the search field (4). Select whether to search/filter by title or provider by selecting from the Search for list (5).

Click Search (6) to carry out your search. The search results are then displayed as described below.

To clear the search criteria and results and return the complete list of your titles, click Reset (7).

- Titles are either be sorted in A-Z or in Z-A order of title or provider name, as selected from the Sort By list (8)
- Clicking on a Titles in Package link (9) opens the JUSP Usage Statistics page for the title (see Viewing Usage Statistics below for details)
- Clicking on a Titles Details link (10) opens the Title Details page for the title (refer to the TITLES GUIDE for details)
• Clicking on a *Provider* link (11) opens a page displaying the provider organisation
• As described above, the core status of each title is displayed (12). Also provided is a link for changing a core status (see below)

By default, the page lists ten of your titles at a time (you can change this number by editing your profile). To view more of your titles, use the index at the bottom of the page:

![Page index](image)

### Setting the Core Status of a Title

To set the core status of a title, i.e. to set the range or ranges of dates when a title will be core, click its *Edit core status* link, either on the *Your core titles* page or on the *Titles* tab of the *Subscription Details* page:

![Edit core status link](image)

The *Create Dates for* page is then displayed:

![Create Dates for page](image)
The page displays any core date ranges already defined for the title (3):

To add a new range, specify the core start date in the Core Start Date field (1). If required, specify an end date in the adjacent field as well. To specify a date, enter it in YYYY-MM-DD format. Alternately, click on the calendar icon next to the date field in question. The Calendar pop-up is then displayed:

Select the required date and click Confirm. The date is the displayed in the date field. Note that if the dates you specify overlap with an existing core date range or ranges they will be merged into a single range.

Once the date or dates have been entered or selected, click Add (2). The new range is then added to the list under the Existing core date range heading (3).

To delete a core date range, click its button.

**Setting the Core Medium of a Title**

You can specify whether a core title is the print version, the electronic version, or both. This is set for titles on the Issue Entitlements page, from the Core Medium list (1). For example:
Usage statistics can be viewed for titles on:

- the *JUSP Usage Statistics* page for a title
- on subscription renewals worksheets

The subscription renewals worksheet method can also be used to export usage statistics.

**The JUSP Usage Statistics Page**

The *JUSP Usage Statistics* page is accessed by clicking a *Titles Details* link on the *Your core titles* page as described above.

The page displays the core date ranges of the title (1) and usage records, if any (2).

To add a usage record for titles that are not part of JUSP, click the *Actions* button (3), and then click *Add*.
The Add Usage Information page is then displayed:

Specify the date of the usage in the Usage Date field (1) using the Calendar page as described previously. Enter the usage value in the Usage Record field (2) and select a type from the Usage Type list (3). Click the Submit button (4). The usage record will then be added to the records (this data will not be shared with JUSP).

Viewing and Exporting Usage Statistics on Subscription Renewals Worksheets

Usage statistics can be viewed on the subscription renewals worksheets. Subscription renewals worksheets can also be used to export this data.

Refer to the SUBSCRIPTION RENEWALS GUIDE for how to generate subscription renewals worksheets.

Usage data is displayed in renewals worksheets in columns for each usage type (1), as in the example below: