Can you display weekly circulation statistic summaries, in a Monthly Circulation Statistics Report?

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Applies to

- WorldShare Reports
- WorldShare Report Designer

Answer

Yes.

Using the Report Designer, you can edit and alter the Monthly Circulation Statistics Report - to enable you to see weekly summaries for the month.

Steps:

2. Let it run, using the default filter [12 months ago to beginning of this month].
3. Once the report has loaded select > Design [With Data] > Edit Data Provider > Open the Dates/Times folder > Event dates.
4. Select Event Date and drag it across to the Results Object box next to Event Branch Name.
5. Select Event Day Name of Week drag it across to the Results Object box next to Event Date.
6. Change the Date Filter from Event Relative Date (remove) to Event date > Selecting a month range Between xx and xx (eg. 1/7/2020 - 1/8/2020)
7. OR you could also use Begin Date: Beginning of last month and End date: Beginning of this month.
8. Run Query.
9. When the report has loaded, you will now need to add the new Report Objects to your report.
10. Therefore drag the extra objects Event Date and Event Day Name of Week you added earlier, next to Event Year.
11. You may not need Event Branch Name (if this is just for one branch ) or Event Year > so right-click on top of each column > select Delete > Column.
12. You now need right-click on top of 1st Column > Insert > Column to left > Type name of Column > Week.
13. Select this entire column > Add formulae in the field above > type =Week([Event Date]) > select the Green Tick.
14. This will put a week number against each date.

15. Select the entire **Week** column > **right-click** > **Set as section** > this will now split the report into the different weeks, each with a statistic summary.

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**Additional information**

Modify reports
