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 > 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 to 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.