Is it possible to get ILLiad statistics by Department and User Status?

Symptom

• You want statistics by Department and User Status

Applies to

• ILLiad

Resolution

Here are the steps to access the statistics by Department and User Status:

1. In the ILLiad Client, choose System and then WebReports.
2. You will be sent to your WebReports page. You will need to sign in with your Staff Username and password.
3. After you are signed in, go to the Borrowing Reports and select "Requests by Department and User Status."
4. You will then set up the parameters you need for the report you want.