WorldShare Reports

WorldShare Reports allows you to monitor your institution’s activity within the WorldShare application. Plus, with WorldShare Report Designer, you can build custom reports and visualizations that meet your specific library needs.

• Get started

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Get started with WorldShare Reports.

◦ About Reports
◦ About WMS group reports
◦ Contact OCLC Order Services
◦ Reports and Report Designer account roles
◦ Set or reset your password
◦ Sign in to Reports

• Available standard reports

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Discover the reports available to monitor your institution’s activity within WorldShare.

◦ Acquisitions reports
◦ Cataloging/Collection reports
◦ Circulation reports
◦ E-Resources reports
◦ Interlibrary Loan reports
◦ Metadata reports
◦ Select a report

• View reports

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Standard and custom reports appear in a report viewer. The report viewer allows you to perform actions such as saving, exporting, and refreshing data in a report.

◦ View a custom report
View a standard report

- **Work with reports**

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  Discover procedures for tasks that you may perform (e.g., create, export, schedule, etc.) as you work with standard and custom reports.

  - Run reports
  - Prompt variants
  - Relative dates
  - Filter reports
  - Save reports
  - Schedule reports
  - Print reports
  - Export reports

- **Report objects**

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  Report objects are used to build custom report queries and to retrieve data for custom and standard reports.

  - Available report objects
  - Report objects A-Z
  - Report objects by Universe

- **WorldShare Report Designer**

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  WorldShare Report Designer allows you to build custom reports, charts, and data visualizations to satisfy library, academic, and agency reporting requirements.

  - Build a custom report
  - Query operators
  - Universes

- **Reference**

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  Additional resources for WorldShare Reports

  - Available reports for WMS users
  - Reconciliation FTP reports
• **Account management**

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  ◦ Account management
  ◦ Reports and Report Designer authorization roles

• **WorldShare Reports release notes and known issues**

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  Find WorldShare Reports release notes and known issues. Release notes are documents that contain information about new product features and enhancements as installed in scheduled releases.

  ◦ 2018 Release notes
  ◦ 2017 Release notes
  ◦ Known issues

• **Training**

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  Find training on WorldShare Reports.

  ◦ Start here: Standard reports
  ◦ Fundamentals of WorldShare Report Designer
  ◦ Create multiple universe reports in WorldShare Report Designer
  ◦ Exercises
  ◦ Videos

• **Troubleshooting**

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  Find frequently asked questions (FAQ), instructions on how to complete specific tasks (How-to), and troubleshooting steps (Troubleshooting).

  ◦ What is source application "OCLC PROCESSING" on the New Titles List?
  ◦ Why does the lost or missing items report include items with the withdrawn status?