

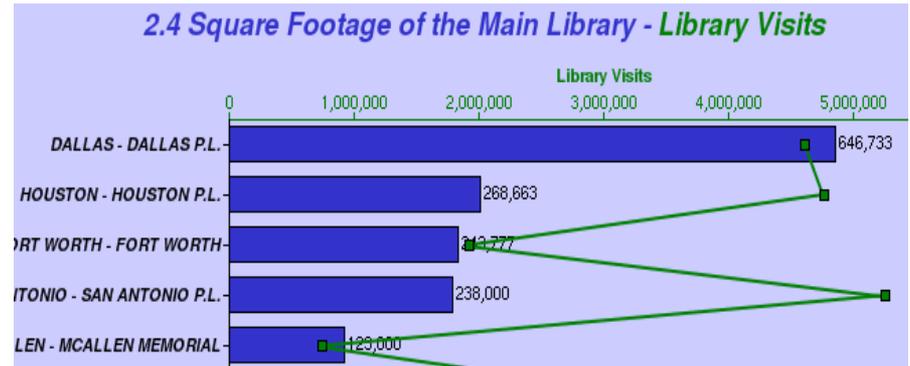


Demo of Counting Opinions Reports

Presented by
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November 13, 2012

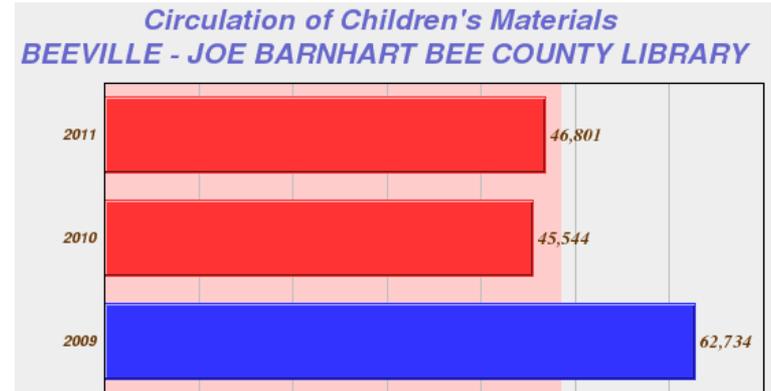
Reports Available in Texas LibPAS

- Library Trend
- Ranking Report
- Table Report
- PI Report – PI stands for Performance Indicator and is what we call data element. The questions on the Annual Report.
- Graph/PI Report
- Graph/PI Overlay Report



Reports Available in Texas LibPAS

- Summary Report
- Summary Graph Report
- Trend/PI Report
- Trend Report
- Period Comparison Report
- PI Gap Report
- Custom Report



Will not cover

- Cross Tab
- Custom Format Reports

Survey Question

- Do you currently create reports using your library's annual report data?
 - Yes
 - No



Survey Question

- If yes, what types of reports do you create?
 - Summary of library's current data
 - Compare previous year and current year
 - Compare current data from multiple libraries
 - Other – if other, please type what that is in the chat box



Survey Question

- Do you think you will create reports, either custom or what I've shown here today?
 - Yes
 - No

Uses for reports

- Compare Previous Year with Current Year before you submit the report to look for data entry errors.
- Create reports for governing authority during budgeting process
- Post reports on library's website for public

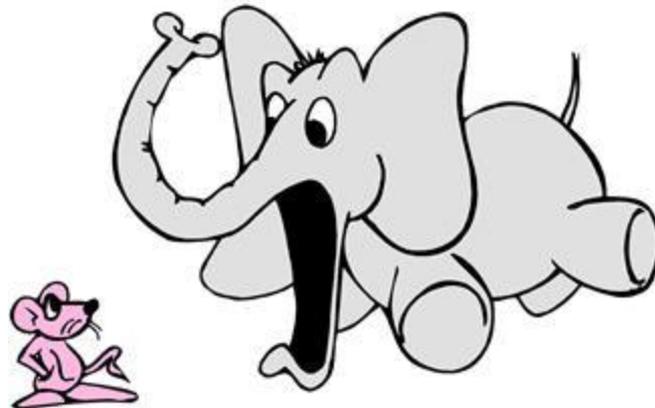


Survey Question

- Are you interested in learning more about reporting, such as filtering, and other options?
 - Yes, I love this!
 - No, I'm ready to run screaming from the building!

Most Important Tip

DO NOT BE AFRAID OF THE REPORTS!





We are here to help!

Contacts:

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800-252-9386 in Texas – just ask for us!

Don't forget to use the Reports and FAQ handouts

Clip Art from <http://office.microsoft.com/en-us/images/??Origin=EC790014051033&CTT=6&ver=12&app=powerpnt.exe>