

NZ Audit Report

Introduction

To build the report data is collected from a number of different sources in eReserve Plus. Rules for the report are described below, followed by a number of diagnostic columns to assist Copyright Officers with quality assurance of the data.

The report can be run from eReserve Plus and a zip file will be sent to the logged-in user's email address.

1. Clicking on Report Only will send just the CSV file;
2. Clicking on Report Archive will send the CSV file plus the PDF files for records which have missing metadata.

The following time periods can be selected:

1. Now - pre-selects all readings available to Students now
2. In the future - pre-selects all readings scheduled to be communicated on future Reading Lists
3. Over a specific period - Select a Start and End Date to select all readings copied/communicated between the selected dates

Audit Report

Including..

published lists only

all lists

For items available...

now

in the future

over a specific period

 REPORT ONLY

 REPORT ARCHIVE

Rules for report

Following are the rules for each field. This is intended as a reference for Copyright Officers to understand the underlying business rules for each column in the report.

Publisher

```
if the schedule references a detailed reading in eReserve then
  if the reading has a Publisher Name then
    eReserve will use that Publisher Name
  otherwise
    eReserve will respond with DK (Don't Know)
```

Place

```
if the schedule references a detailed reading in eReserve then
  if the reading has a Place then
    eReserve will use that Place
  otherwise
    eReserve will respond with an empty field
```

Book Serial

```
if the schedule references a detailed reading in eReserve then
  if the reading has an ISBN/ISSN then
    eReserve will use that ISBN/ISSN
  else if the reading is a file and has a Source URL then
    eReserve will use the Source URL
otherwise
  eReserve will respond with DK (Don't Know)
```

Major Title

```
if the schedule references a detailed reading in eReserve then
  if the reading has a Publication Name then
```

```
eReserve will use that Publication Name
otherwise
eReserve will respond with DK (Don't Know)
```

Minor Title

```
if the schedule references a detailed reading in eReserve then
  if the reading has a Reading Title then
    eReserve will use that Reading Title
  otherwise
    eReserve will respond with DK (Don't Know)
else if the schedule only has basic details (i.e. it's incomplete) then
  eReserve will respond with the provided title in the schedule
```

Volume

```
if the schedule references a detailed reading in eReserve then
  if a reading has a Volume then
    eReserve will use that Volume
  otherwise
    eReserve will respond with an empty field
```

Issue

```
if the schedule references a detailed reading in eReserve then
  if a reading has an Issue recorded then
    eReserve will use that Issue
  otherwise
    eReserve will respond with an empty field
```

Edition

```
if the schedule references a detailed reading in eReserve then
  if a reading has an Edition recorded then
    eReserve will use that Edition
```

```
otherwise
  eReserve will respond with an empty field
```

Year

```
if the schedule references a detailed reading in eReserve then
  if a reading has a Year recorded then
    eReserve will use that Year
  otherwise
    eReserve will respond with an empty field
```

Author(s) / Creator(s) of Work

```
if the schedule references a detailed reading in eReserve then
  if the reading has Authors recorded then
    eReserve will use those Authors
  otherwise
    eReserve will respond with DK (Don't Know)
```

Pagination

```
if the schedule references a detailed reading in eReserve then
  if the Count Type is Paginated then
    eReserve will provide the recorded page numbers
  otherwise
    eReserve will respond with an empty field
```

Pages

```
if the schedule references a detailed reading in eReserve then
  if the Count Type is Paginated then
    eReserve will calculate the number of pages utilised
  otherwise
    eReserve will respond with an empty field
```

Source Document Title Pages

```
if the schedule reference a Source Document in eReserve then
  if the Count Type is Paginated then
    eReserve will provide the recorded total page numbers
  otherwise
    eReserve will respond with an empty field
```

Count Type

```
if the schedule references a detailed reading in eReserve then
  eReserve will provide the type of count recorded for the reading
  (i.e. G (Graphic Only), W (Not Paginated) or P (Paginated))
else
  eReserve will respond with an empty field
```

Copies

Manually updated by Copyright Officers with Enrolled Student Count from the Student Management System

Major Material Type

eReserve will respond with the selected Source Document genre

Minor Material Type

eReserve will respond with the selected Reading genre

School Code

eReserve will respond with the School name for the Course that the reading is being made available for

Course Code

eReserve will respond with the Course Code that the reading is being made available for

Start of Communication

```
if the reading is available during the sampling period and
it has been made available online or sent via email then
    eReserve will respond with the Start Date of the
    availability of the reading
otherwise
    eReserve will respond with an empty field
```

End of Communication

```
if the reading is available during the sampling period and
it has been made available online or sent via email then
    if the reading has been sent by email then
        eReserve will respond with 'Email'
    else if the reading has an the End Date and that date
    falls in the sampling period then
        eReserve will respond with End Date of the
        availability of the reading
otherwise
    eReserve will respond with an empty field
```

Diagnostics

The following fields may be useful to Copyright Officers when requesting eReserve support or providing additional analytics to the Management Team

Scheduling ID

Identifier which can be used for reference when requesting eReserve support on the Request Schedule

Reading ID

Identifier which can be used for reference when requesting eReserve support on the Reading in the repository

Reading List ID

Identifier which can be used for reference when requesting eReserve support on the Reading List information

Reading List Item ID

Identifier which can be used for reference when requesting eReserve support on the Reading List item

Reading List Creation

Date that the Reading List was created

Reading List Last Updated

Date that the Reading List was last updated

Reading List Name

The name of the Reading List on which the Reading was communicated / copied

Student Count

The unique number of students who accessed the Reading between the 'Start of Communication' and 'End of Communication' dates. Unique can only be calculated by the authentication method of the Learning Management System. If the same Student accesses from two different Learning Management Systems then the report will recognise the count as '2'.

Student Access

The total number of accesses by students between the Reading 'Start of Communication' and 'End of Communication' dates. Each time a student downloads or views a reading on a Reading List.

Schedule Updated At

The last updated date for the scheduled communication record

Request Updated At

The last updated date for the request record associated with the scheduled communication record

Section end pages from source publication

The total page count for the source document of file-based resources. If this field has been populated, it will display the end pages as entered within the field.

Otherwise, if there is no data present, the field will be blank.

Total page count for Source publication

If the ‘Section end pages from source publication’ field is populated, this will display the TOTAL combined value of the end pages provided.

If no data is present in the affiliated field, this column field will be blank.