

# Library Metrics Report

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# Library Metrics Report – Overview

<b>Report Title</b>	Library Metrics Report
<b>Service Provider</b>	punctum books
<b>Service</b>	<a href="#">Metrics</a>
<b>Audience</b>	Individual Library Customers
<b>Delivery</b>	CSV via email
<b>Purpose</b>	Inform Library Customers of access to our ebooks via their networks
<b>Period</b>	Annually or upon request
<b>Date of Report</b>	
<b>Date of Next Report</b>	
<b>Related Agreements</b>	Supporting Library Membership Agreements

# Library Metrics Report – Process

We currently receive [Ebook Interaction Reports](#) with IP-level usage data from two platforms: [Project MUSE](#) and [JSTOR](#). It is expected the IP-level usage data from the [Thoth File Hosting](#) will become available by the end of 2025.

IP-level usage data are ingested on a monthly basis as part of the [Public Metrics Report](#) and can be accessed directly in [Metabase](#). Data from IP-level data are accessed from the main dashboard under [punctumbooks data](#). There are three relevant tables:

- [JSTOR Institution](#)
- [Project muse](#)
- [PROJECT\\_MUSE2](#)

After collating the data these are sent by email to the particular library who requested them.

Supporting documents are filed in a folder numbered with the prefix **LR** in our [cloud storage](#) under **Punctum Admin > Reports > Library Reports**.

## JSTOR

- Current JSTOR IP data are stored in the [JSTOR Institution](#) table.
- Filter the column **InstitutionName** for the institution(s) linked to a particular library or library consortium.
- Download the filtered data as CSV file with the export button in the lower right corner.

## Project MUSE

### Legacy IP data

- Legacy Project MUSE IP data are stored in the [Project muse](#) table.
- Filter the column **INSTITUTION** for the institution(s) linked to a particular library or library consortium.
- Download the filtered data as CSV file with the export button in the lower right corner.

### Current IP data

- Current Project MUSE IP data are stored in the [PROJECT\\_MUSE2](#) table.

- Filter the column **INSTITUTION** for the institution(s) linked to a particular library or library consortium.
- Download the filtered data as CSV file with the export button in the lower right corner.

## Document Control

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