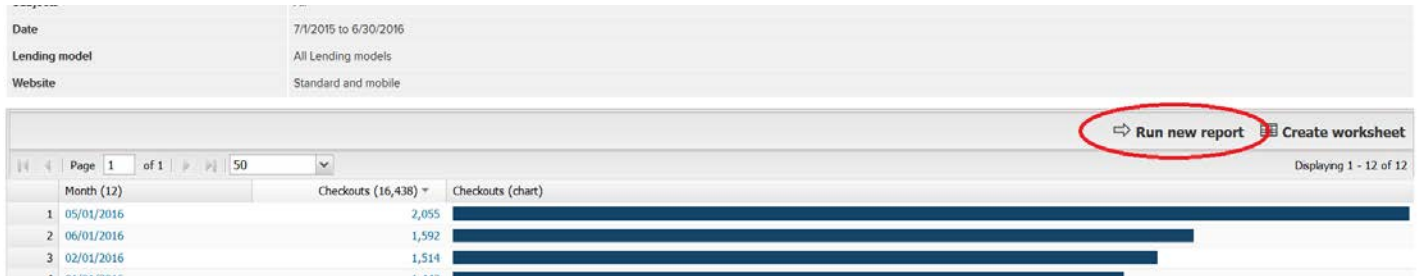# How to Determine R.E.A.D.S. Circulation by Age in OverDrive Marketplace

1. Sign into Marketplace
2. Click on 'Insights'
3. Click on 'Reports'
4. Select Circulation Activity
5. Click on 'Run New Report'

6. Select Report options:

   Checkouts by: Month
   Borrowed from: All
   Branch: Select library from drop down list
   Formats: All audiobooks, All ebooks, Pending, Pending (audiobooks), Pending (ebooks),
           Pending (Video), Streaming Video. DO NOT INCLUDE NOOK PERIODICALS
   Audience: Juvenile Fiction, Juvenile Nonfiction
   Period Type: Specific
   Start Date: 07/01/2015
   End Date: 06/30/2016

   Click 'Update'

7. The resulting number will be your *juvenile* READS circulation for the fiscal year.

8. Run a similar report but under 'Audience' select: All audiences.

9. The resulting number will be your total READS circulation for the fiscal year.

10. To determine the adult circulation, simply subtract the juvenile total from your total READS circulation on both reports.

Running the reports as describe above provides the following results for Fayetteville-Lincoln County for FY 15/16:

Adult circulation: 15,037

Juvenile circulation: 1,401

Total READS circulation: 16,438

Apply to the actual circulation in the Public Library Survey:

[4.4] READS adult circulation: 15,037

[4.5] READS juvenile circulation: 1,401

[4.7] READS total circulation: 16,438