Reports Generation with Koha Integrated Library System (ILS):
Examples from Bowen University Library, Nigeria

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ABSTRACT

The paper showcases various library house-keeping reports that can be generated effortlessly using Koha ILS. Examples of reports generated in Bowen University Library include Circulation, Acquisitions and Cataloguing/Classification reports. Circulation activity reports like user registration, patron category, overdue payments, item issue, returns and renewals are showcased. Acquisition reports highlighted include acquisitions by purchase and donation, expenditure on acquisitions and also by branch libraries, additions to the library collection and the status of the library database as required. Cataloguing reports such as additions of items to the entire library network, total item count and summation of item types are also highlighted. The paper concludes by sensitising libraries using Koha ILS of the unlimited potentials of Koha ILS for reports generation.

Keywords: Bowen University Library, Integrated Library Systems, Koha ILS, Koha Reports Module, Reports Generation

INTRODUCTION

Many libraries, the world over and Nigeria specifically, have embraced automation in order to enhance service delivery. Different libraries adopted the use of different Library Management Software (LMS), both commercial and free/open source software. Consequently, many libraries have implemented and are using Koha Integrated Library System (ILS) while many more are at varying degrees of adoption and implementation. Some of the reasons for its popularity, acceptance and adoption include being an Open Source Software (OSS), enjoying robust vendor, technical and other supports from community of users (Koha Community), its user friendliness, being web based, its support of RSS feeds and social media applications e.g. tagging, its expansiveness (ability to accommodate grown and growing collection), and its interoperability with other databases (Z39.50 allows data import from Library of Congress, Dewey Decimal Classification Scheme, OCLC, etc.), to mention a few.

Open Source Software are becoming increasingly popular in libraries today, probably due to their economic advantages. Available literature shows that Koha ILS happens to be one of the most popular OSS in use in libraries. The literature abounds with Koha adoption, implementation, utilisation, challenges, advantages, etc. but few, to the knowledge of these authors, on its reports generating module. Yet, almost all libraries generate various reports including user statistics, collection inventory, collection mapping, overdue fines and payment, patron registration, etc. Also, available literature and empirical evidence reveal that only few, out of all the libraries using Koha ILS in Nigeria, are using the entire package, in most cases, only two to three of the modules are being used. (Otunla and Akanmu-Adeyemo (2010); Projektlink, 2010; Ogbenege and Adetimirin, 2013).

Interestingly, Bowen University Library (BUL) is the first library in Nigeria to have fully utilised the whole range of Koha modules (ProjektLink, 2010; Ojedokun, Olla & Adigun, in press), although not without its attendant challenges which were eventually surmounted, thus giving her a leading edge over other libraries using the software. So, rather than present a success story of full usage of Koha package (Cataloguing, Acquisitions, Serials, Circulation, Patrons, OPAC and Reports), this is a presentation of proven and time-tested experience of BUL staff with Koha ILS "Reports module".

Objectives

This paper aims to go beyond the theoretical by showcasing daily/weekly/monthly/annual housekeeping report generation capacities of Koha ILS "Reports module". The major aim of the paper therefore is to create awareness of an often ignored and/or overlooked but very useful module of the software called "REPORTS".

The paper will also showcase various reports that can be generated for

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