

## Wiley Online Library 利用統計マニュアル

1) <http://onlinelibrary.wiley.com/administrator-login>  
をクリック。

Customer ID と Password を入力して、「Submit」をクリックする

Wiley Online Library

Log in / Register

**Administrator Login**

This customer administration area is designed to help you manage your account, including your subscription holdings, access control and linking. You can download usage reports and upload your institution's name and logo to appear on the site. You can also access resources to help you get the best value for your institution.

Customer ID:

Administrator Password:

Submit

2) Usage Reports をクリックする

Usage Reports 画面で利用したい年数を選択して「Generate」をクリック

Wiley Online Library

Logged In: Librarian Administrator  
My Profile Institutional Login Log Out

**ADMINISTRATOR MENU**

Administrator Home

**REPORTS**  
Usage Reports

**CUSTOMER ACCESS**  
Customer Access Report

**MANAGE BRANDING**  
Institution Name & Logo

**MANAGE ACCESS CONTROL**  
IP Addresses  
Institutional Password  
Trusted Proxy Server

**MANAGE ARTICLE SELECT**  
Article Select Tokens  
Article Select Permissions

**Usage Reports**

Report Type: Journals Report: COUNTER Journal Report 1

Start Date: 2015 January End Date: 2015 June

Generate

**Report Queue**

Report Type	Report Name	Start Date	End Date	Status	Actions
Journals	COUNTER Journal Report 1	1 / 2014	12 / 2014	Completed	XLSX   TSV   XML
Journals	COUNTER Journal Report 1	1 / 2015	7 / 2015	Completed	XLSX   TSV   XML
Journals	COUNTER Journal Report 1	1 / 2015	6 / 2015	Waiting	XLSX   TSV   XML

必要な部分をクリックすると  
エクセルの表が入手できる。

3) ページ右上の Log Out で終了

Wiley Online Library

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**ADMINISTRATOR MENU**

Administrator Home

**Usage Reports**

Report Type: Journals Report: COUNTER Journal Report 1



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