

LOCATING THE COPY COUNT STATISTICS







Destiny Library Manager™ allows users with full access to view the collection statistics

In this tutorial you will learn how to:

- ✖✖ Locate and view the copies located in the library collection

Requirements:

- ✖✖ PC or MAC
- ✖✖ A web browser such as:
 - *Google* Chrome 
 - Internet Explorer 
 - *Mozilla* Firefox 
 - Safari 
- ✖✖ Internet connection
- ✖✖ LAUSD Single-Sign on
- ✖✖ Destiny Library Manager Teacher Librarian or Library Aide access

STEP 1: LOGIN TO DESTINY

STEP 2: CIRCULATION TAB

1. Once logged in, click on the “Circulation” tab
2. Click on the “Library Information” option located on the left-side of the screen
3. Click on the “Statistics” sub tab located on the upper right-side of the screen
4. On the “Library Snapshot” screen, under the “Materials” heading look for the “Copies” sub heading



STEP 3: USE OF THE DATA

1. Use the “Copies” count number for the data necessary to answer question #35 on the CDE survey