# ACME Authoring Tool Page Views Report Documentation

## Last Updated 11/29/11 by Jenn Dungan

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# **Purpose of the Report**

The Page Views Report in the ACME Authoring Tool is designed to allow a user to find out how many page views were logged for documents on the ACME site for a specific organization(s) and status(es), within a specific date range.

## **How to Run the Report**

The report is run in the ACME Authoring Tool.

- 1. Log into the ACME Authoring Tool
- 2. Select the appropriate ACME site.
- 3. Select "Reports"
- 4. Select "Page Views Report."
- 5. Define parameters organization, status, and date range
- 6. Click "Generate Report" to view report onscreen.
- 7. Optional: Click "Download Word file" to export the report to Word.

## **How to Define Parameters for the Report**

On the Page Views Report screen, you define the parameters for the report.

These parameters allow you to filter the report by three things:

- Organization (you can select one, multiple, or all)
- Status (you can select one or more)
- Date range (for the documents included after filtering on organization and status, show only ones that had page views within this date range)

#### Notes:

- All three parameters must be defined in order to run the report.
- You can run the report on these four statuses: Published, Published-withdrawn, Published-update in-progress, and Published-superseded

For example, you could run the report for:

- Organization: Agency X
- Status: Published and Published-update in progress
- Date range: 1/1/11-6/30/11

Alternately, you could run the report for:

- Organization: All
- Status: Published-withdrawn
- Date range: 7/1/11-7/31/11

Etcetera.

## **How the Report Pulls and Displays Data**

When you set parameters and run the report, the system first goes through and filters out documents (if necessary) based on the organization, status, and date range filters.

Then it displays the documents in a table, sorted in ascending alphabetical order by document title, with the following columns:

- Doc Nbr
- Title
- Current Status
- Date released
- Date withdrawn
- Page views

There is one row per document.

When you first generate the report, the system displays the results onscreen. You then have the option to export the data to Word.

In our first example from above, you run the report with these parameters:

Organization: Agency X

Status: Published and Published-update in progress

• Date range: 1/1/11-6/30/11

First the system determines that it should filter out any organizations that are not Agency X. That would return a subset of documents.

Next, the system excludes any documents that have a status other than "Published" or "Published-update in-progress." This would also exclude documents with NO status specified. The report is looking strictly for documents that (a) have a status specified and (b) have a status of either "Published" or "Published-update in-progress." Everything else gets thrown out. The results at this point would be an even smaller subset of all the documents.

Next, the system looks at the "Choose a date range" parameter and further filters out any documents that did not have any page views logged during the time period specified.

Finally, the report displays all of the documents that meet the organization and status criteria and that had page views during the period specified.

These documents are sorted by Title, in ascending alphabetical order (A-Z). Each document has its own row. For each document, the following data is displayed in columns, in this order:

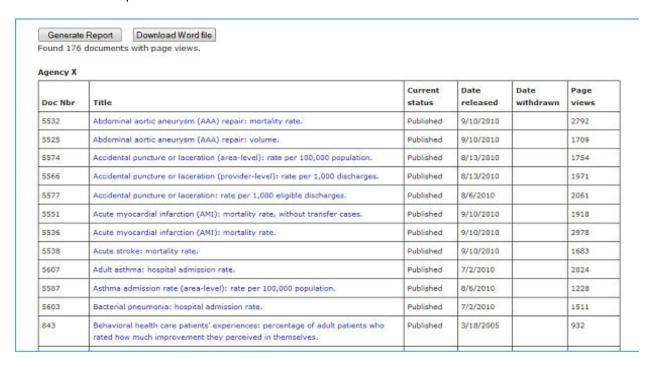
- Doc Nbr (the document number, not the document ID)
- Title (for documents with a status of "Published" or "Published update in-progress," this links to the document on the live site)

- Current Status (the document's status, e.g. "Published," as of the date the report is run)
- Date released (the date the document was first published)
- Date withdrawn (the date the document's status was changed to "Published withdrawn," if applicable)
- Page views (the number of page views this document had within the specified time period; see below for more information on how page views are calculated)

#### Notes:

- Page views data are current as of the day prior to the day that you are running the report.
- The "Date withdrawn" column will be populated only for documents that have ever had their status changed to "Published withdrawn." If a document has never been withdrawn, no date will appear here. Also, note that this column does NOT reflect if a document's status has been changed to "Published superseded," which is an entirely different status.

Here's what the report looks like:



#### **How the System Counts Page Views**

An important thing to understand with regard to this report is how the page views are calculated. The legacy ACME site logged page views one way, and the current sites log them differently.

• The legacy ACME sites logged page views thus: A page view log entry was written once per document display. This was true even within a single user session, e.g., if a user was logged in and visited the same document three different times during one session, that would count as three page views. The system made no distinction about session.

Also, bots hitting the site could account for an artificially high number of page views (in one instance, a document was counted as being viewed more than 11,000 times during one session, which is an unlikely real-world scenario).

Data prior to July 2010 was generated using this method.

This page-view logging system was not ideal for obvious reasons: First, logging multiple page views in the same session gives you an inflated sense of "how many times people visited that page." Bots, obviously, can skew the data on a much grander scale.

• The current ACME sites log page views thus: A page view log entry is written once per document display per user session. Meaning, if a user is on the site and during one single session visits a document three times, that will only count as one page view.

Data from July 2010 through the present was generated using this method.

When the Page Views Report is run, *both* the legacy and current database tables are searched for the given date range. The results are combined, so that there is one page view count per document.

For date ranges that include legacy data, the total counts will therefore be skewed higher than counts that do not include any legacy data.