

Getting started with JUSP

If you have just joined JUSP, or have recently taken over as a JUSP contact, we hope you will find these notes useful to get you started.



Logging on to JUSP

From the JUSP website, click on “Access the Portal” or “Portal” and login using your Shibboleth or OpenAthens username and password. If you then get a pop-up box enter your JUSP assigned login details. If you don’t know what these are, email us at jusp@jisc.ac.uk

A screenshot of the JUSP website homepage. The header includes the JUSP logo and navigation links: ABOUT JUSP, EVENTS & TRAINING, PARTICIPANTS, JOIN JUSP, PORTAL, and SUPPORT. The main content area features the title 'Journal Usage Statistics Portal' and a brief description: 'JUSP gives librarians a simple way of analysing the value and impact of their electronic journals and books through accurate and comparable usage statistics. JUSP saves academic libraries time and duplicated effort by providing a single gateway for them to access their usage statistics from participating publishers.' Below this are two buttons: 'Access the Portal' and 'Learn more'. To the right, a laptop displays a sample of the portal's data interface, showing a bar chart and a table of usage statistics for a 'Dummy Institution'.

If your organisation has asserted an eduPersonEntitlement then you won’t see the pop-up box but will be logged straight into JUSP. Further information on eduPersonEntitlements is available at <http://jusp.mimas.ac.uk/entitlements/siterep/>.

Journal portal welcome screen

When you have logged in, you will see your journal Welcome screen. Here you can find useful information about your data in JUSP.



By clicking on each of the tabs along the top you can get the following information:

- **News** – see the latest JUSP news and our Twitter feed
- **Your data** - see at a glance what data we have available for you for each publisher and each month
- **Deal info** - check the deal information you have given us for the current year, and edit if necessary
- **Archive holdings** - check the archive holdings information we hold for you for the current year, and edit if necessary
- **Publisher issues / wishlist**- see if JUSP is reporting any issues with publishers that affect data collection, see which publishers libraries have requested and make your own suggestions
- **SUSHI server admin** - link to instructions on how to allow your site to gather data directly from the JUSP SUSHI server and to authorise 3rd party suppliers such as UStat
- **Community area** – a new resource which will provide helpful guides, examples of good practice when using JUSP etc. It is currently under development

Switching to the book portal

To view book reports and data, you will need to switch to the book portal. To access the book portal click on the BOOK PORTAL link in the top right.



The first time you access the book portal you may be asked to register. Please complete the form and we will email you when access is activated.

You can switch between the journal and book portals by clicking on the links in the top right.

Viewing your data in JUSP

If you are new to JUSP, it may take some time for all your usage data to be collected through SUSHI. This will depend on the publisher, but we will explain this to you when you join.

Do check the usage data we hold for you. If you think it is not complete, then let us know by emailing jusp@jisc.ac.uk. It may be that we do not have full details of the deals you have, or incomplete admin details.

If you make heavy use of intermediaries or gateways (EbscoEJS, ingentaconnect or EbscoHOST), remember that the publisher JR1 report will show only usage directly from the publisher and will not always pick up on usage through these other routes; to get a complete record of usage you will need to look at the JR1 plus gateways and intermediaries report.

Getting the most out of JUSP

You can access guides, use cases, FAQs and Glossary from the support in the top right. Do take time to go through all the different reports, using the guides that are available. If there is anything that is not clear, then email and ask.

Giving us your feedback

We are a community resource and always welcome your feedback and suggestions. We run an annual survey to get views on particular aspects of JUSP. We also maintain a 'wish list' of publishers you would like to see in the portal, and this is used by the JUSP team as a basis for invitations to publishers to participate. You can view the list and add your suggestions in the Publisher issues /wistlist area when logged into the portal.

Keeping up to date with JUSP

All JUSP contacts are added to the JUSPLibraries list on JISCmail which is our main method of communication. If you wish to add colleagues to the list, then let us know. You can also follow us on Twitter at @juspstats.

We send out a monthly newsletter to keep you up to date, and you will find many features of interest on our website, such as the FAQ (<http://jusp.mimas.ac.uk/faq.html>), presentations by members of the JUSP team at recent events (<http://jusp.mimas.ac.uk/events.html>), and other support materials.