

Reports

PINES offers several ways to get statistical and detailed information from the Evergreen database by using reports.

PINES Quick Reports

Most information needs can be met with PINES Quick Reports. Quick Reports includes PINES Executive Reports, which are monthly, pre-run statistical reports, as well as a set of report templates created by PINES staff that can retrieve nearly all requested types of statistical or detailed information.

[Self-Paced Basic Reports class available in PINES Academy](#)

Evergreen Reports Module

Evergreen's built-in reports interface can be used to build custom reports to obtain information that cannot be obtained through Quick Reports.

- [Basic Reports](#) - Running pre-made report templates
- [Advanced Reports](#) - Creating and modifying report templates

Annual Reports

PINES staff run a set of comprehensive statistical reports at the end of each Fiscal Year on behalf of the libraries. These reports are designed to answer many of the statistical questions on the required state annual report.

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