Output and Notifications of Statistics Information (e.g. Storage Usage)

Outputting Statistical Information

This section explains how to output the statistics of the storage services used by your institution.

1. On the 'RDM Admin' screen, select 'RDM Statistics' in the sidebar.

It displays statistical information for each storage service. Numerical values and graphs are summarised weekly for the following items:
Number of files
Subtotal of file sizes
Number of files by extension types

2. The button to download statistics is at the bottom of the 'RDM Statistics' screen.

Click the [download PDF] button to output as a PDF file or click the [download CSV] button to output as a CSV file.

The statistical information on the storage service used by your institution will be outputted as a PDF or CSV file.