Comparison Tools

Introduction

The comparison tools are used to compare packages and subscriptions to assess the content of a single package or subscription over a period, or to compare two different packages or subscriptions.

Note that comparison tools are also available for licences. Refer to the LINK TO LICENCE COMPARISON TOOLS GUIDE for details.

Comparing Packages

To compare packages, either select Compare packages (1) from the Packages menu:

![Packages menu](image1)

Or select the Compare option (2) on the Packages panel of the Dashboard:

![Packages panel](image2)
Or click Compare (3) at the top of the All Packages page:

The Compare Packages page is then displayed.

**Comparing a Single Package**

To compare the content of a package at one time with its content at another time, select the package name from the Choose Package One list (1).
Start typing the name of the package in that field. The names of the packages that match what you have typed in will be listed. For example:

![Image of package list]

The % character can be used as a wildcard character, i.e. to stand for any character in a name. This may be useful if you are not sure of the exact name of a package.

The Starting After (not required) (3) and Ending After (not required) (4) options can be used to filter the list of packages listed. You can enter dates in YYYY-MM-DD format or select them (using the Calendar pop-up - see below) dates in one or both of fields. Only packages that fall within the range of dates entered will be listed.

Next, either enter the first date to be compared in the Package on Date field (2) in YYYY-MM-DD format (the field defaults to the current date), or click the on the calendar icon next to it. The Calendar pop-up is then displayed:

![Image of calendar]

Select the required date and click Confirm. The date is the displayed in the Package on Date field (2).
In the Choose Package Two fields (5), select the same package from the Choose Package One, but select a different date from the Package on Date field - the other date that will be used for the comparison.

You can filter which differences in the content of the package are to be looked for by the comparison. Select one or more of the following Add Filters options (6):

- **Insert** – include titles added to the package during the specified period.
- **Delete** – include titles removed from the package.
- **Update** – include titles that were amended during the specified period.
- **No Change** – include titles that have remained unchanged during the period (this is unchecked by default, as you will usually only want to view changes).

When you have completed all of the above, click Compare (7) to carry out the comparison.

**Single Package Comparison Results**

The results are then displayed. For example:
The top three panels (1) show details of the package as it currently is. These will show duplicate information as these are primarily used when comparing different packages (as described later in this guide).

If a package is outside the selected start or end date, no results will be displayed. Instead you will see a message informing you of the problem, for example:

![Package compared screenshot](image)

Use the Actions menu (4) (see above) to return to the first Compare Packages page and change the date.

The comparison results (3) are listed at the bottom of the page, as described in more detail below. To filter these results, click Filter (2). The filter options are then displayed:

- To filter by title, enter a title or part of a title in the Filter By Title field (5). When the filter is applied, results will only include titles that have names that include the exact string of characters you entered in the field (the results are not case sensitive).
- You can also filter by the content of coverage notes. Enter the text or part of the text of a coverage note in the Coverage Note field (6). This filter works in the same way as the title filter.
- Restrict the changes shown to those within a range of coverage dates using the Coverage Starts Before and Coverage Ends After fields (7) (see above for how to select dates).
- When you have entered your filter conditions, click Filter Results (8) to apply them. The comparison results will then be updated to reflect the filter.
- To clear the filter criteria and results and return the complete list of results, click Reset Filters (9).

If the results of your comparison are not satisfactory, click the Action button (4), and select Edit Comparison from the menu:

![Edit Comparison screenshot](image)

This will return you to the first Compare Packages page (see above) so you can re-enter your comparison criteria.
The menu also includes an option, *CSV Export*, which you can use to export the results of the comparison to a CSV file.

**Viewing Single Package Comparison Results**

Details of changes to the package between the two comparison dates are displayed side by side in alphabetical order of title name (1). The number of titles present at each date is also displayed.

Titles that have been removed are displayed under the earlier of the comparison dates (2). Titles that have been added are displayed under the later of the dates (3). For example:

Titles that have been updated between versions will be displayed side by side with the differences highlighted.
For each listed title, basic properties are displayed. To view further details of a title, click on its name to access the details page for that title (4). ADD LINK TO TITLES GUIDE.

To view the identifiers of the title (ISSN, ISBN etc.) hover your mouse cursor over this button (5). The details in question are then displayed (5).

Apart from the general details of the titles, a coverage note (6) will be displayed, which should advise you as to why a title has been added, removed or changed.

By default, the page lists ten of titles at a time (you can change this number by editing your profile). To view more of your titles, use the options at the bottom of the page:
Comparing two Packages

The procedure for comparing the content of two different packages rather than of the same package at different times is much the same as described above in Comparing a Single Package, except as explained below.

When entering the comparison criteria, you must select two different packages. For example:

When selecting which filters to use, if you want to see the titles that appear in both packages, select Update and No Change.

If you want to see the titles that are different in both packages select Insert, Delete and Update.
The results will be displayed in a similar way as for a single package. However, as there are two packages being displayed, the information in the top panels will reflect this, displaying details of both the selected packages:

As with the results of a single package comparison, results will be displayed side by side beneath the filter pane. Titles appearing in the first package selected in the comparison criteria but not in the second will be displayed on the left. Titles appearing in the second package selected in the comparison criteria but not in the first will be displayed on the right with red and green backgrounds as illustrated above.
Titles that appear in both packages will be displayed side-by-side with a brown background. For example:

<table>
<thead>
<tr>
<th>Title: SAGE:Master on 2014-01-01</th>
<th>Title: SAGE:NESLi2:Premier:2010 on 2012-12-31</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accounting History</strong></td>
<td><strong>Accounting History</strong></td>
</tr>
<tr>
<td>Coverage Start: Date: 1999-05-01</td>
<td>Coverage Start: Date: 1999-01-01</td>
</tr>
<tr>
<td>Volume: 1</td>
<td>Volume: 4</td>
</tr>
<tr>
<td>Issue: 1</td>
<td>Issue: N/A</td>
</tr>
<tr>
<td>Ancillary:</td>
<td>Ancillary:</td>
</tr>
<tr>
<td>Coverage Depth: Fulltext</td>
<td>Coverage Depth: Fulltext</td>
</tr>
<tr>
<td>Platform Host: Link</td>
<td>Platform Host: Link</td>
</tr>
<tr>
<td>Coverage Note: N/A</td>
<td>Coverage Note: N/A</td>
</tr>
</tbody>
</table>

**Acta Radiologica**

| Coverage Start: Date: 1987-01-01 | Coverage End: Date: |
| Volume: 28                       | Volume: N/A        |
| Issue: 1                         | Issue: N/A         |
Comparing Subscriptions

To compare subscriptions, either select *Compare your subscriptions* (1) from the *Subscriptions* menu:

Or select the *Compare* option (2) on the *Subscriptions* panel of the Dashboard:

Or click *Actions* (3) at the top of the *Your subscriptions* page:
...and then click *Compare* on the menu that is then displayed:

The *Compare Subscriptions* page is then displayed:
The procedure for comparing subscriptions is very similar to that for comparing packages, as described in Comparing Packages above. To summarise:

- To compare the same subscription at different dates, select the subscription name (1) and those dates (2) in the Compare Subscriptions page.
- To compare two different subscriptions, select the names of two different subscriptions (1).
- Use the Starting After (not required) and Ending After (not required) fields (3) to filter the list of subscriptions listed in when selecting the subscriptions.
- Select the results filters you required (4), and click Compare (5) to view the results.

The results are then displayed. For example:
As with package comparison results, the basic details of the compared subscription or subscriptions are displayed in the top three panels (1).

Below these panels, there is an option to filter the results by title (2). Enter a title or part of a title in the *Filter By Title* field. When the filter is applied, results will only include titles that have names that include the exact string of characters you entered in the field (the results are not case sensitive).

Results will be displayed side by side beneath the filter panel (3). Titles appearing in the first subscription selected in the comparison criteria but not in the second will be displayed on the left. Titles appearing in the second subscription selected in the comparison criteria but not in the first will be displayed on the right with red and green backgrounds as illustrated above. Titles that appear in both packages will be displayed side-by-side with a brown background.

For example:

![Comparison Example]

For each listed title, basic properties are displayed (5). To view further details of a title, click on its name to access the details page for that title. (Refer to TITLES GUIDE for more information).

To view the identifiers of the title (ISSN, ISBN etc.) hover your mouse cursor over this button next to the name of the title. The details in question are then displayed.

To view the coverage note which should advise you as to why a title has been added, removed or changed, hover your mouse cursor over this button next to the *Coverage Note:* heading (6).
The coverage note is then displayed, for example:

To change the comparison criteria, or to export the results to a CSV file, click the *Actions* button (4) and select the required option: