

ACCESS YOUR GALE PRESENTS: PETERSON'S PRODUCT USAGE REPORTS

Utilize this tip sheet to access your *Gale Presents: Peterson's Test Prep, Career Prep, or Test and Career Prep* usage through Gale's Usage Dashboard, and better understand the data.

ACCESS THE USAGE DASHBOARD

Navigate to **usage.gale.com** and sign in utilizing your Admin Credentials.

If you don't know your credentials, reach out to Gale Technical Support at support.gale.com/technical.

FIND YOUR REPORTS

Select **Reports** at the top of the page and scroll to where your Gale Presents: Peterson's resource is listed.

Each **Gale Presents: Peterson's** resource has different usage statistics, learn more about each below.

Gale Presents: Peterson's Career Prep

Sessions: The number of times a user accesses the resource.

Card Click: The number of times a user selects a specific entry within a section.

Gale Presents: Peterson's Test Prep

Sessions: The number of times a user accesses the resource.

Category: The number of times a user selects a specific category. Ex: Advanced Placement.

Card Title: The number of times a user selects a specific title within a category. Ex: AP U.S. History Practice Tests.

Gale Presents: Peterson's Test and Career Prep

Sessions: The number of times a user accesses the resource.

Hub: The number of times a user selects a specific hub section. Ex: Advanced Placement.

Card Title: The number of times a user selects a title within a hub. Ex: Advanced Placement U.S. Government and Politics.

RUN AND DOWNLOAD YOUR REPORTS

When you select a report you will see the last full month of usage. Use the date filter option at the top of the page to choose a different date range (if necessary).

Utilize the download or print button at the top of the page to export your information.

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Usage Dashboard

Login

Username

Enter your username

Password

Enter your password

Please use your Gale Admin credentials for access.
If you do not know your credentials, contact gale.technicalsupport@cengage.com for help.

GALE

Usage Dashboard

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Account

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Product Summary

Month over Month By Products

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Additional Product Reports

 Peterson's Test and Career Prep

Looking for COUNTER reports? Access them in the Gale Usage Portal.

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