What report can I run to identify patrons without an expiry date?

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**Applies to**

- WorldShare Reports
- WorldShare Circulation

**Answer**

The Patron Information Detail Report is the best report to run to identify patrons who do not have an expiry date on their record.

1. Go to the **Analytics** module.
2. Click on the **Reports** drop-down list on the left-hand side, and then click on **Reports**.
3. Open the **Circulation** accordion and select the **Patron Information Detail Report**.
4. For **Patron is User Expired**, ensure that **N** is in the box on the right-hand side.
   - If there is no **N**, type **N** into the box that states **Type Values Here** and press **<Enter>**, or click on **Refresh Values**, select **N**, and press the **>** button.
5. Press OK to run the report.
6. Once the report has loaded, click on the **Design** button on the top right of the page.
7. Right-click the **Patron Expiration Date** column heading, select **Sort > =FormatDate([PatronExpirationDate]) > Ascending**.

All patrons with the expiry date of 0001-01-01 are patrons that do not have a set expiry date.

**Additional information**

You can read more information about the [Circulation Patron Information universe](https://help.oclc.org/Library_Management/WorldShare_Reports/WorldShare_Circulation/Patron_Information), and about [Patron Expiration Dates](https://help.oclc.org/Library_Management/WorldShare_Reports/WorldShare_Circulation/Patron_Expiration_Dates).