

## Statistical chart preparation procedure For CiNii Research

Follow the steps below to prepare to use the statistical chart of Google Analytics provided by CiNii Research. Please note that you will need to obtain a Google account and agree to the Google Analytics Terms of Service, so refer to and understand the laws and regulations of the country or region regarding the use of Google Analytics.

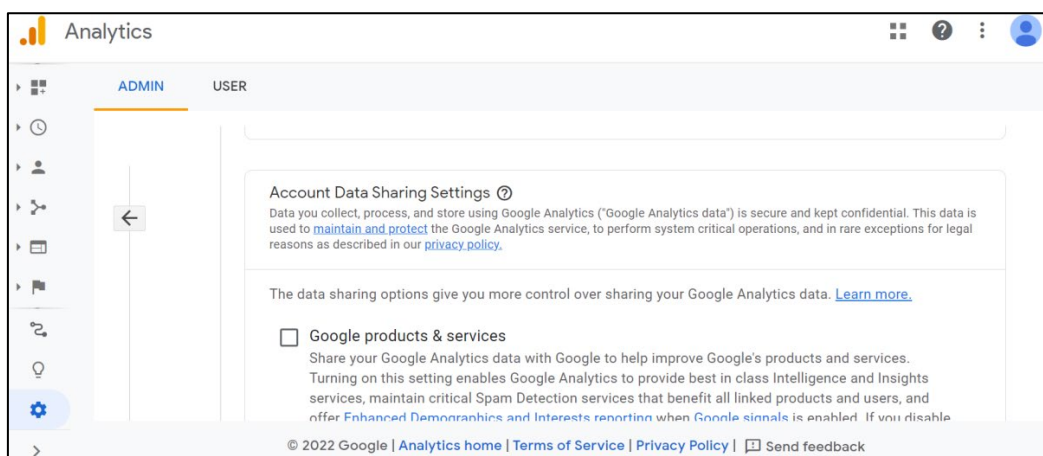
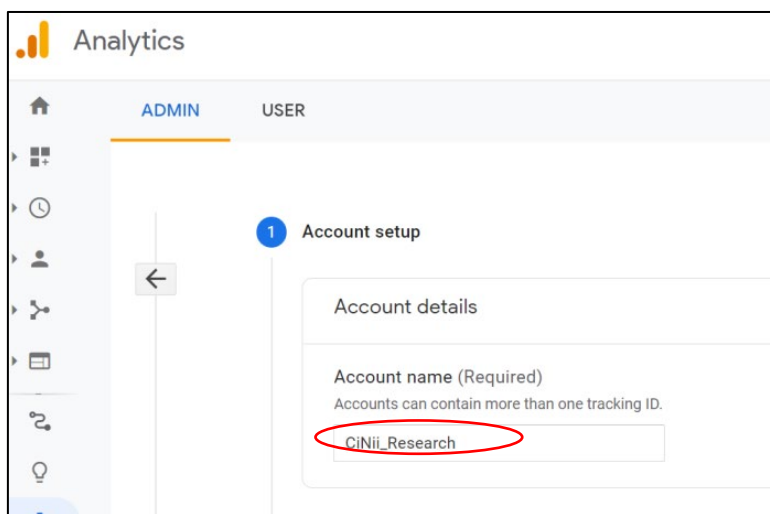
The general usage of Google Analytics is not covered here. Refer to web pages and books related to Google Analytics.

This procedure consists of the following steps.

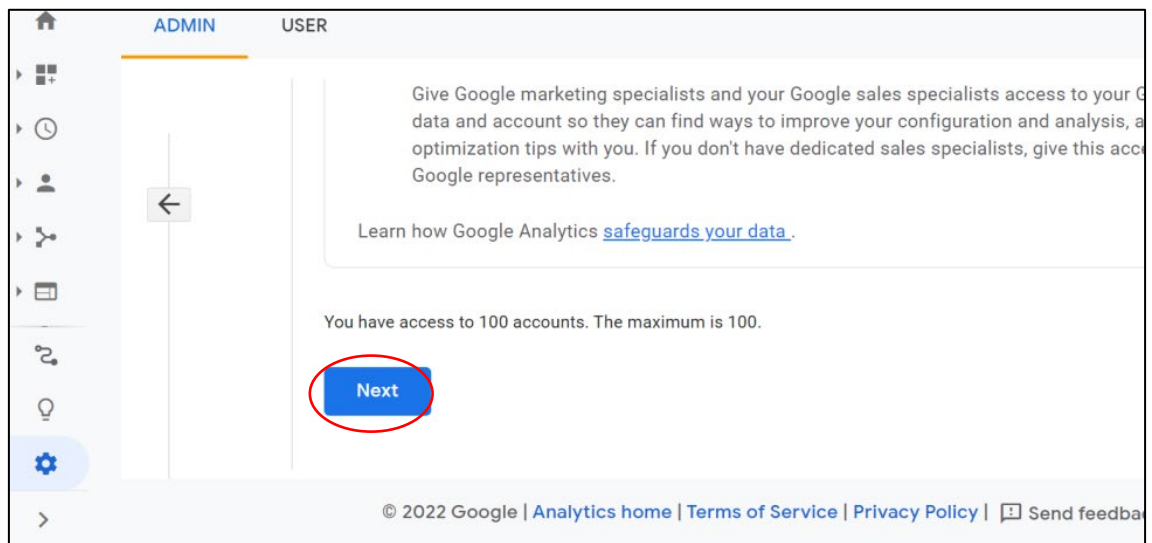
- Tracking code acquisition procedure for Google Analytics
- Tracking code embedding procedure for Google Analytics
- Custom Reports import procedure for Google Analytics

● Tracking code acquisition procedure for Google Analytics

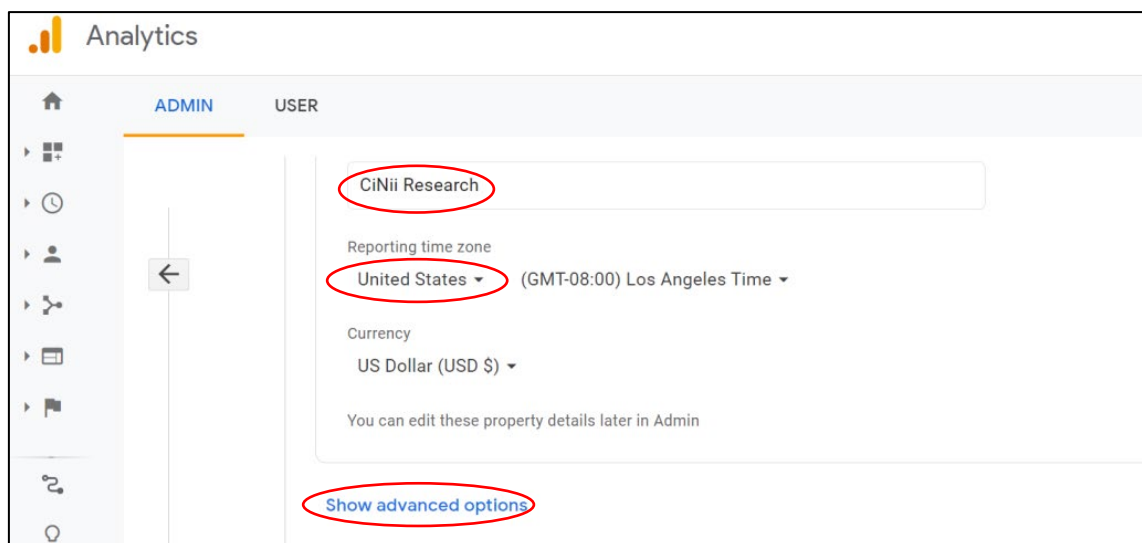
1. Get a Google account and log in to Google.
2. Access the Google Analytics page below  
<https://analytics.google.com/>
3. Enter "Account name" in half-width alphanumeric character/ symbols in "Account setup" as shown below. If you already have a Google Analytics account, do 6 "Property setup".



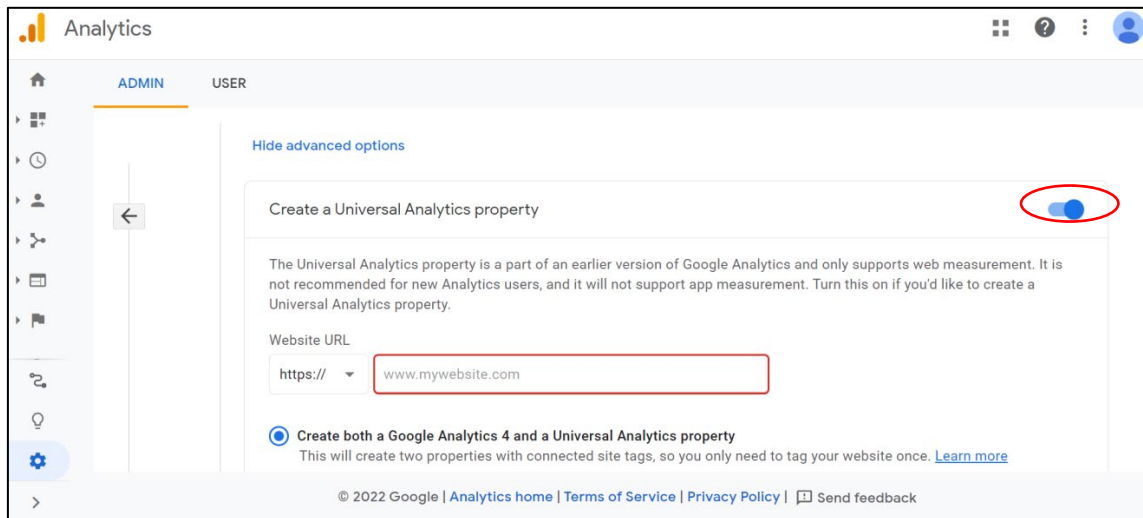
5. Scroll down to the "Next" link as shown in the figure below and click "Next".



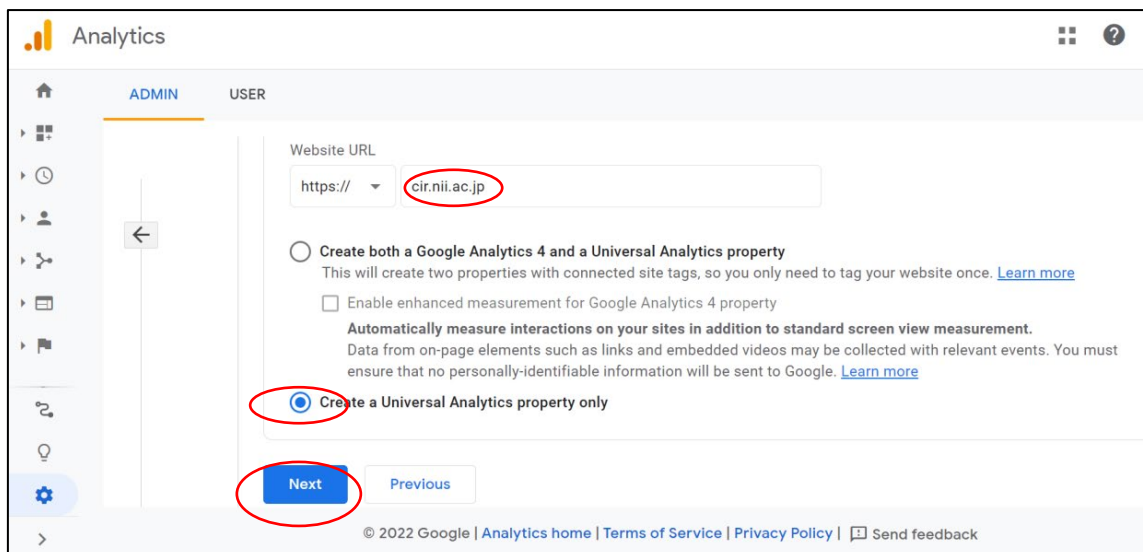
6. The "Property Settings" screen will appear as shown below. Enter "CiNii Research" in the "Property Name" field and select your country in the "Report Time Zone" field. Then click "Show advanced options"



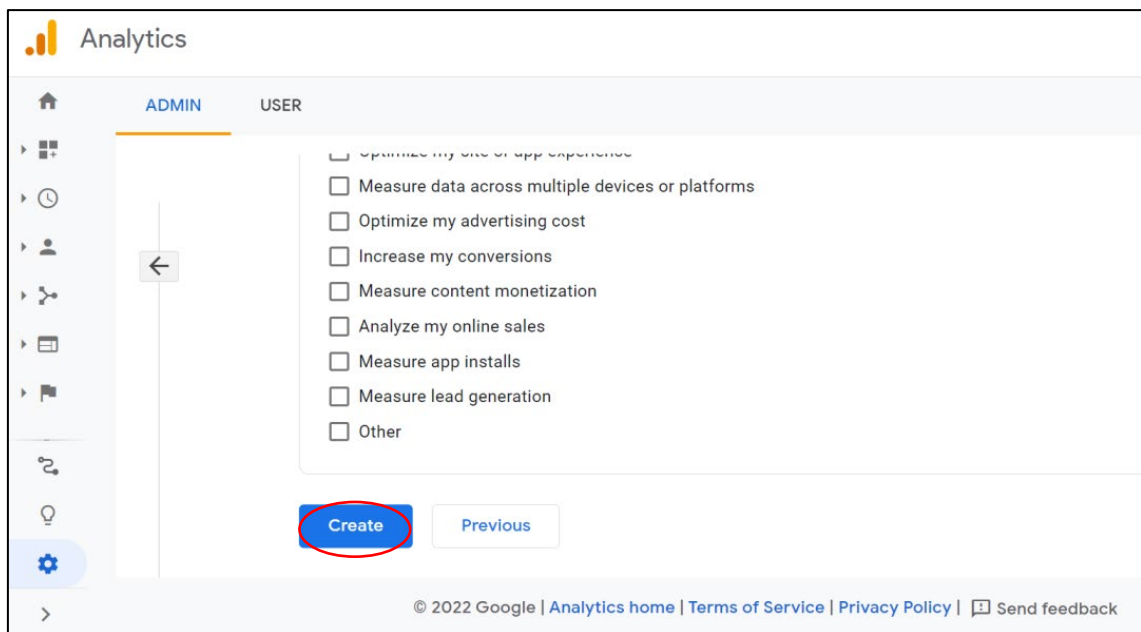
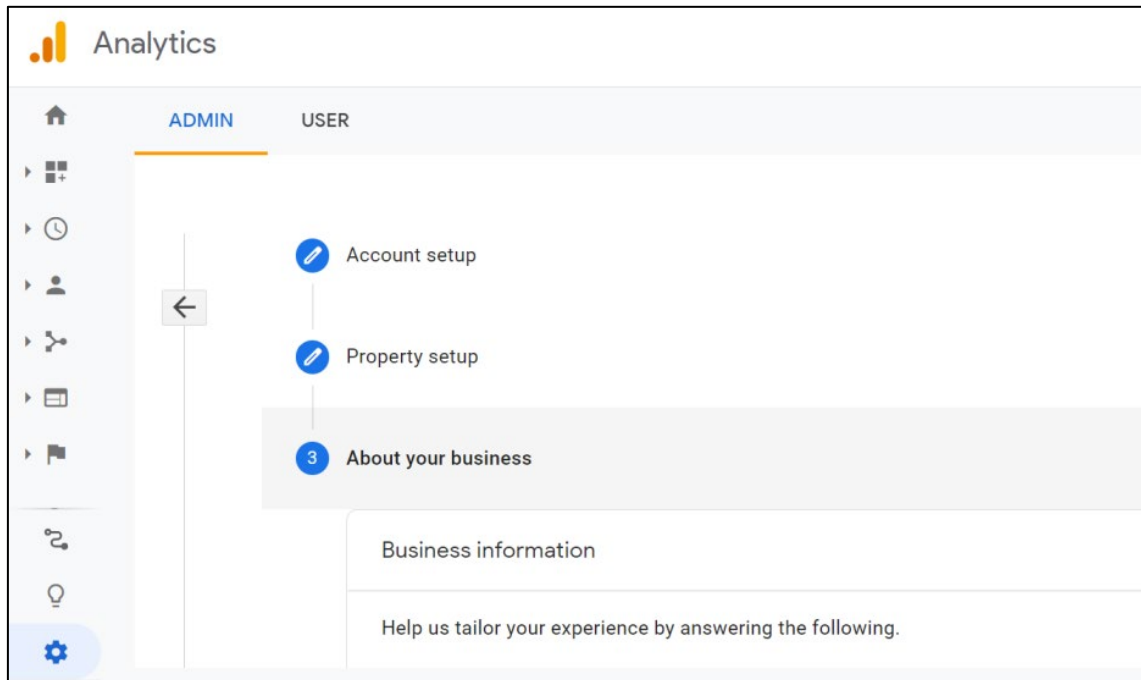
7. Under "Show Advanced Options," turn on "Create Universal Analytics Properties," and you will see the page below.



8. Enter "cir.nii.ac.jp" in "Website URL" field, check "Create a Universal Analytics property only", and click "Next".



9. Do not check anything in the displayed "About your business", scroll down and click "Create" at the bottom.



10. On the Google Analytics Terms of Service Agreement page, set your country to "region", check "I also accept the Data Processing Terms as required by GDPR." And click "I Accept".

Google Analytics Terms of Service Agreement

/ region.

United States

Google Marketing Platform

### Google Analytics Terms of Service

These Google Analytics Terms of Service (this "**Agreement**") are entered into by Google LLC ("**Google**") and the entity executing this Agreement ("**You**").

This Agreement governs Your use of the standard Google Analytics (the

☐ I also accept the [Data Processing Terms](#) as required by GDPR. [Learn more](#)

[I Accept](#) [I Do Not Accept](#)

11. The screen shown below will appear and the tracking code (tracking ID) obtained will be displayed at the top of the screen.

Analytics All accounts > Cini Research All Web Site Data

Try searching "Top countries by users"

ADMIN USER

Property [+ Create Property](#)

Cini Research (UA-220946029-1)

GA4 Setup Assistant

Property Settings

Property Access Management

Tracking Info

Tracking Code

Data Collection

Data Retention

Tracking ID

UA-220946029-1

Status

No data received in past 48 hours. [Learn more](#)

Website Tracking

Global Site Tag (gtag.js)

This is the Global Site Tag (gtag.js) tracking code for this property. Copy and paste this code as the first item into the <HEAD> of every webpage you want to track. If you already have a Global Site Tag on your page, simply add the **config** line from the snippet below to your existing Global Site Tag.

```
<!-- Global site tag (gtag.js) - Google Analytics -->
<script async src="https://www.googletagmanager.com/gtag/js?id=UA-220946029-1"></script>
<script>
  window.dataLayer = window.dataLayer || [];
  function gtag(){dataLayer.push(arguments);}
```

- Tracking code embedding procedure for Google Analytics

Enter the tracking code obtained according to the "Renewal application procedure for CiNii Research Institutional Authentication" in the tracking code field and apply for renewal.

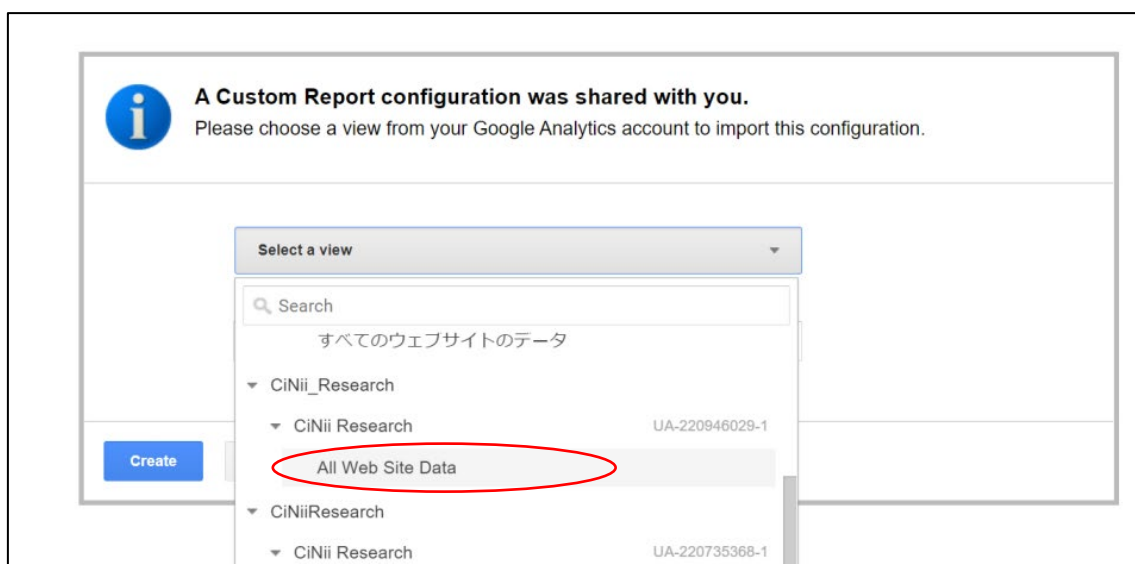
- Custom Reports import procedure for Google Analytics

NII provides Custom Reports that can aggregate the number of page views and events for each month. To use this, open Google Analytics in your browser and follow the steps below to import Custom Reports.

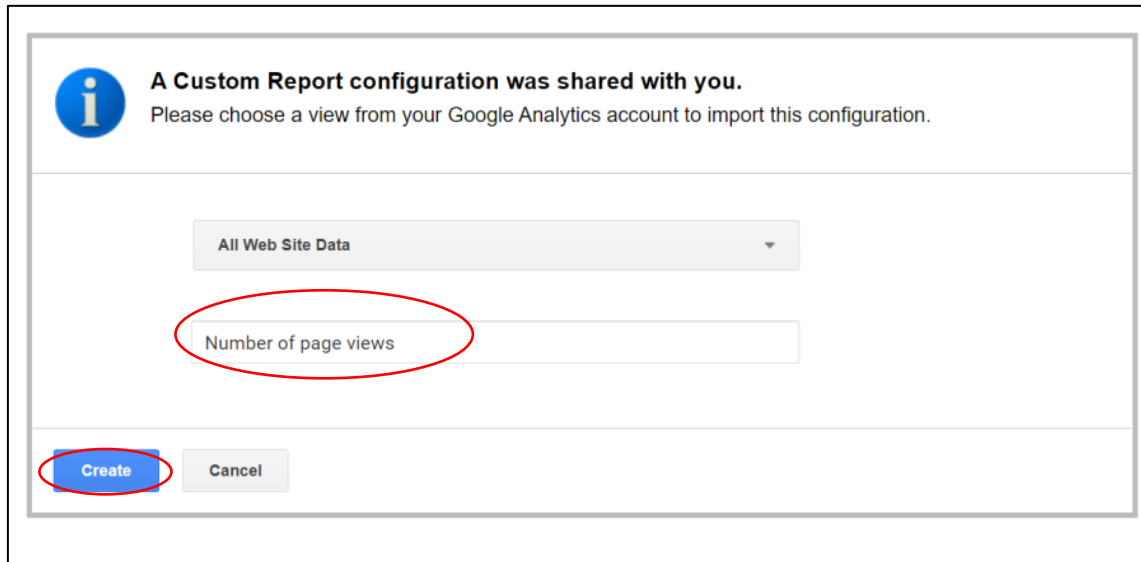
1. To capture Custom Reports with the number of page views per month, open another tab with a browser that has Google Analytics open, and paste the following URL in the address field.

<https://analytics.google.com/analytics/web/template?uid=gNIYScmYT0-1CU1fXJa7Tg>

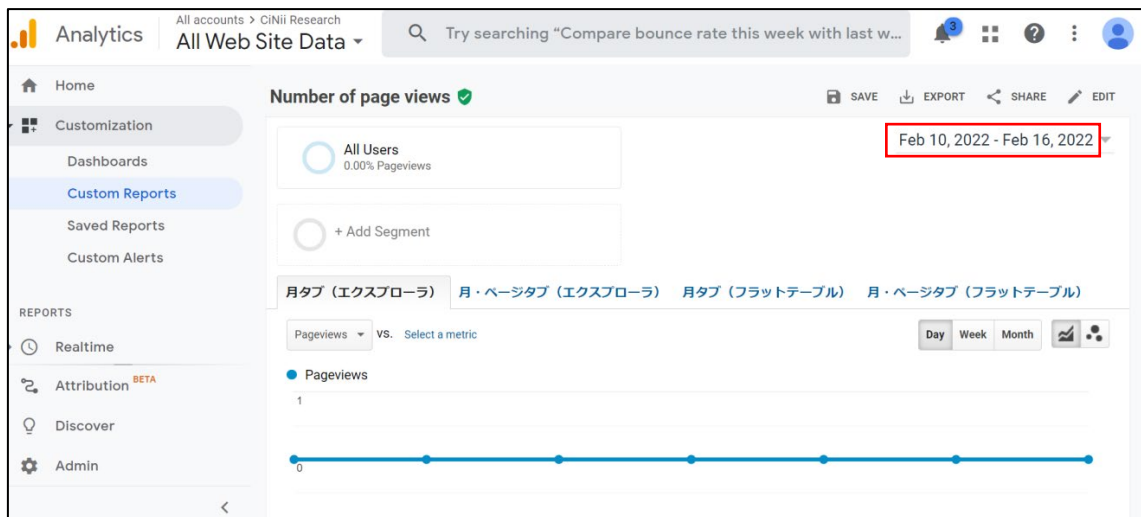
2. On the displayed page as shown below, Click "Select a view" and select "All Web Site Data" directly under the acquired tracking code.



- On the displayed page as shown below, change the Japanese wording to "Number of page views" etc. and click "Create".



- With the page shown below, the import is complete. Initially it is not aggregated, so the number of page views is 0. To change the aggregation period, correct the part surrounded by red rectangle.

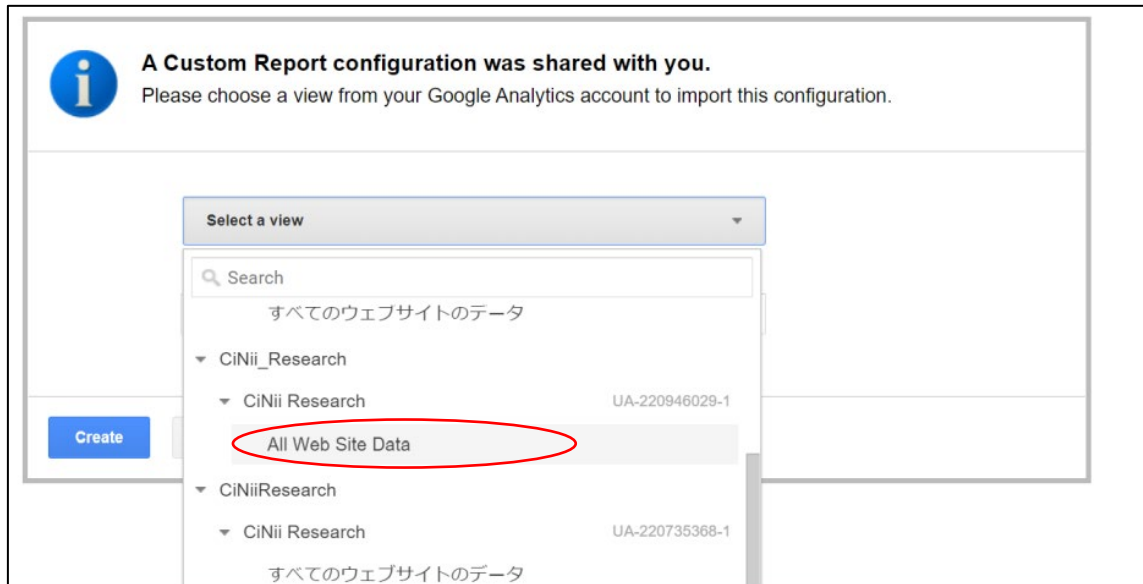


- To capture Custom Reports for the number of events per month, open another tab with a browser that has Google Analytics open, and paste the following URL in the address field.

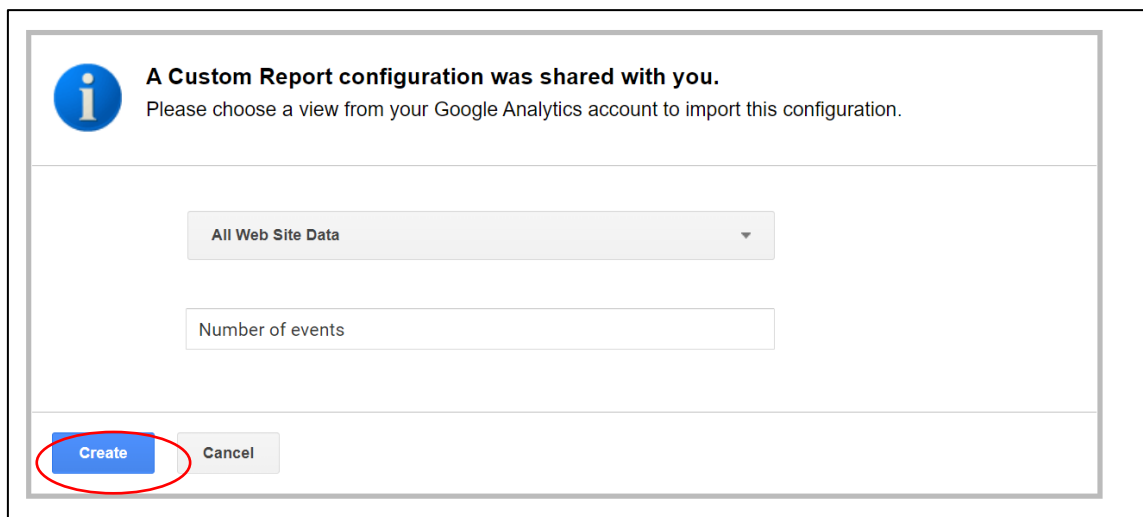
<https://analytics.google.com/analytics/web/template?uid=Y3H07oJpQFKsLeUXUWz95A>



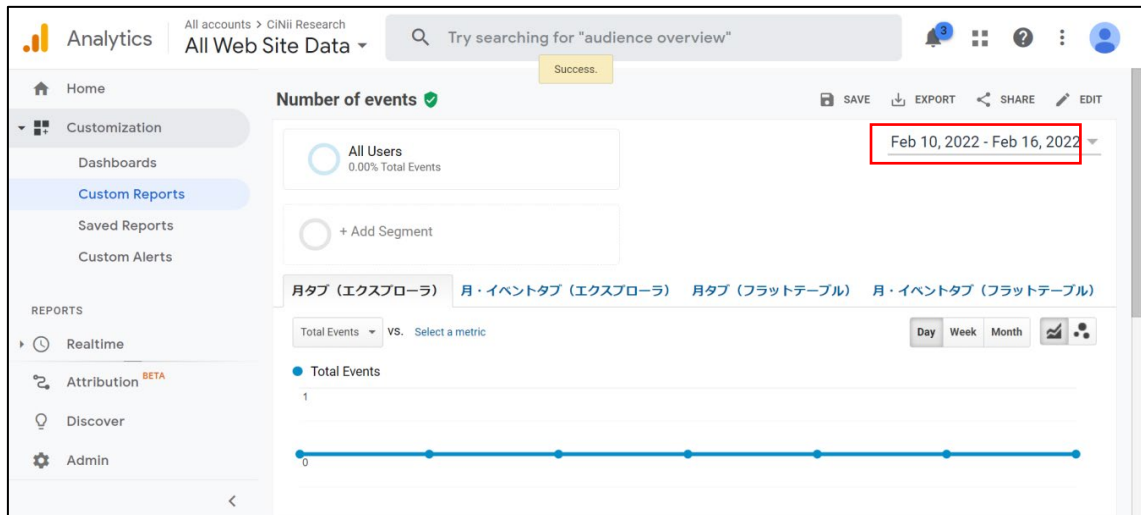
6. On the displayed page like 2, click "Select a view" and select "All Web Site Data" directly under the tracking code you got.



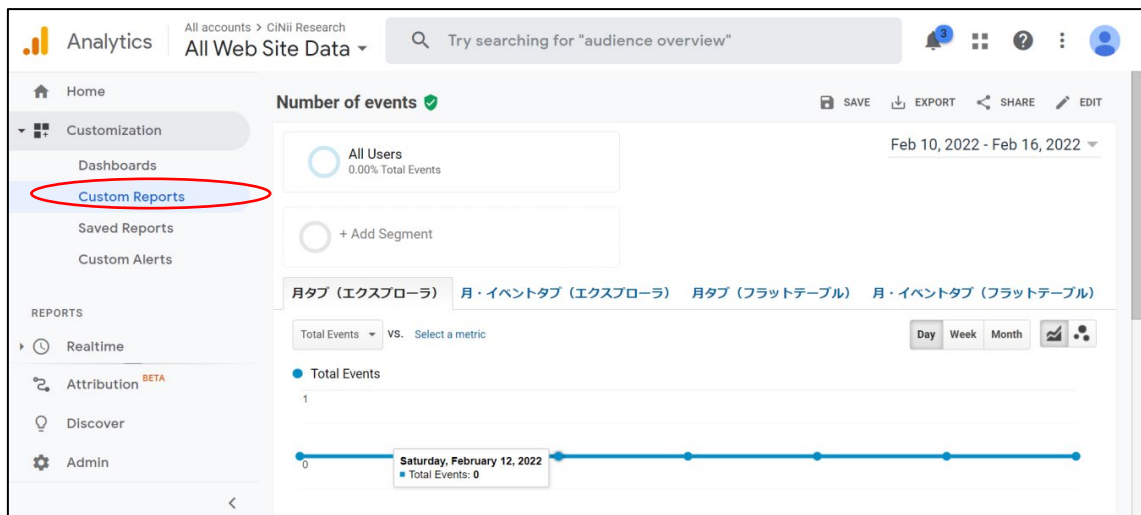
7. On the displayed page as shown below, Change the Japanese wording to "Number of events" etc. and click "Create".



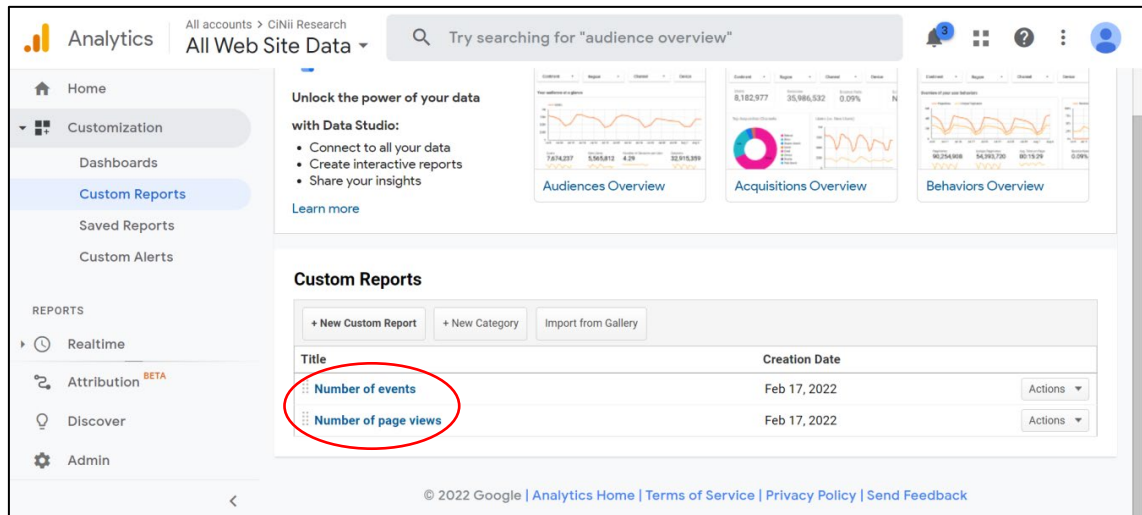
8. With the page shown below, the import is complete. Initially it is not aggregated, so the number of page views is 0. To change the aggregation period, correct the part surrounded by red.



9. To display Custom Reports, click "Customization" at the top left of the page, and the menu opens as shown below. Click "Custom Reports".



10. At the bottom of the right body part, the imported "Number of page views" and "Number of events" are displayed. Confirm to check the number of page views and events for each month.



11. To display more detailed Google Analytics reports, please use the standard Google Analytics reports such as "Audience" and "Acquisition".