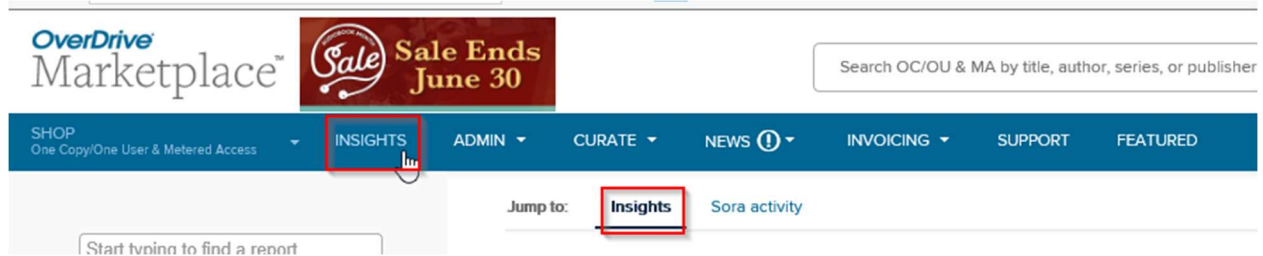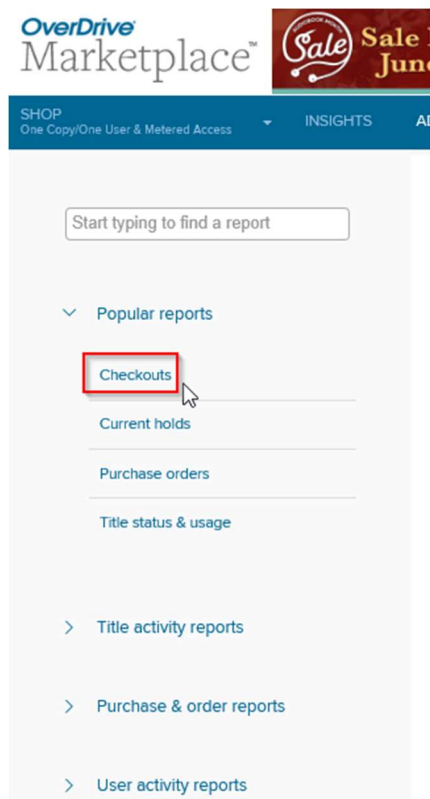# How to access Usage Statistics in Using OverDrive Marketplace

Go to OverDrive Marketplace

Click on **Insights** in either location

Click on **Checkouts**

Click the **Run new report** button (towards the bottom, right)

Select your branch from the list of branches

In the Report Options box, select the search criteria. If you want to see checkouts from the start of your contract, select "specific" for Period Type.

Click **Update.** Your Checkouts Activity report will then populate.