

Using Analytics Reporting Across Enterprise And Project View

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Opening the enterprise and project analytics pages

In Atloria, you can work with analytics from two places: the **Analytics & Insights** page in the admin area and the analytics page inside an individual project. Use the admin workspace when you want to review activity across multiple projects. Open a project analytics page when you need to investigate one documentation workspace in detail.

To reach the enterprise view, open the main app area, go to the admin workspace, and select **Analytics**. The page header shows **Analytics & Insights**, which confirms you are looking at reporting for the broader organization view rather than a single project. From there, you can review overall usage statistics and move into project-specific follow-up work.

To reach a project analytics page, open **Projects**, choose the project you want to review, and then open its analytics area. If you already worked through project-level reporting in [Comparing Project Performance in Enterprise Analytics](#), use the same project navigation path here and focus on how those project results compare with the enterprise view.

When both views are available, look for the page-level reporting controls before you compare anything. In Atloria, this usually means checking the selected reporting period first, then confirming whether you are viewing all projects or one project. Metric cards and charts only make sense when both pages are using the same time window.

Keep this distinction in mind:

- **Enterprise analytics** shows combined reporting across projects.
- **Project analytics** shows activity for one selected project only.

If Atloria keeps your current reporting period as you move between views, confirm that the same date range still appears after switching pages. If the project page opens with its own separate date filter, set that filter manually before comparing totals, trends, or engagement results.

[SCREENSHOT: Enterprise Analytics & Insights page header and a project analytics page with the reporting period highlighted]

Reading performance metrics in the enterprise view

The enterprise analytics page is where you read broad documentation performance across Atloria workspaces. Start with the summary cards at the top of the page. These cards are designed to give you a quick read on overall activity, including measures such as total views, unique visitors, searches, and engagement-related results. Read these cards together instead of in isolation. For example, high views with weak engagement can point to content that attracts attention but does not help readers continue.

Below the summary area, use the charts to understand movement over time. Enterprise charts combine activity from multiple projects into one reporting view, so they are useful for spotting spikes, drops, and steady patterns across the organization. When you move your pointer over a point, bar, or other chart marker, Atloria reveals the exact value for that period. This is the easiest way to confirm whether a change is minor or large enough to investigate.

The date range control is especially important in the enterprise view. Change the reporting window from a shorter period, such as the last 7 days, to a broader period, such as the last 30 days, and watch how the cards and charts update. This lets you compare recent movement against a longer baseline without leaving the page. If a project looked unusually strong or weak in a short window, the longer range helps you see whether that result is part of a trend or just a temporary spike.

If the enterprise page includes ranked lists or tables, use them to identify where follow-up work matters most. These lists often surface projects with the highest traffic or the weakest performance. That makes them a practical starting point when you need to decide which project to open next for a closer review.

[SCREENSHOT: Enterprise analytics summary cards and trend chart with a hovered value tooltip]

Drilling into a project to investigate changes

Once you spot a change in the enterprise view, move into the related project analytics page to find the cause. In Atloria, you may start this drill-down from a project list, a ranked table, or a project selector, depending on what is shown on the enterprise

page. Open the project that stands out, then review its analytics using the same reporting period you used in the broader view.

Begin with the project-level metric cards. These should help you answer a simple question: is the enterprise change really coming from this project? Compare the project's views, visitors, searches, and engagement indicators against what you noticed in the enterprise dashboard. If the project cards show the same rise or decline, you have likely found a meaningful source of the broader trend. If they do not, return to the enterprise page and check another project from the ranked list.

Next, move down to the project charts and content-level reporting. Project analytics is where you can see whether the trend is tied to specific documentation pages, repeated searches, or reader actions inside that project. For example, a traffic increase might come from one highly visited page, while a drop in engagement might be tied to a small group of pages that readers leave quickly. Search activity can also reveal missing topics when the same terms appear repeatedly without strong follow-up engagement.

Before you draw conclusions, verify the date range again. A project page may carry over the enterprise reporting period, but it may also open with its own saved or default date filter. If the enterprise page is showing the last 30 days and the project page is showing a shorter period, the comparison will be misleading. Matching the reporting window is the fastest way to avoid false conclusions.

[SCREENSHOT: Project analytics page with summary cards, trend chart, and content-level table]

Comparing projects to find where improvement work matters most

Use the enterprise view when you need to compare projects side by side and decide where documentation work will have the biggest effect. Start with ranked metrics, project filters, and trend charts. These views help you separate projects that are simply busy from projects that are both busy and performing well. A project with high traffic is not automatically healthy if readers are searching repeatedly, leaving quickly, or showing weak engagement after landing on key pages.

Look for patterns such as these:

- High traffic with weak engagement
- Strong search volume with signs that readers are not finding answers

- Declining usage in one project while similar projects remain stable
- One project consistently underperforming in the same period where others improve

When you find an outlier, switch from enterprise totals to that project's analytics page. This confirms whether the issue is isolated to one documentation set or reflects a broader pattern across Atloria. For example, if several projects show the same drop, the problem may be larger than a single project. If only one project shows the decline, the issue is more likely tied to its content, structure, or recent changes.

A practical review flow for Documentation Managers is:

1. Open **Analytics** in the admin workspace and set the reporting period.
2. Review summary cards, charts, and ranked project results to spot outliers.
3. Open the project analytics page for the project with the clearest risk or opportunity.
4. Confirm whether the project-level cards and charts support the enterprise signal.
5. Prioritize the project where the combination of traffic and weak performance suggests the largest documentation impact.

This approach keeps your review focused on the projects where improvement work is most likely to help the most readers.

Using analytics signals to prioritize documentation updates

Analytics becomes useful when you turn it into specific documentation work. In Atloria, start by connecting a weak metric to a visible content problem. If a page attracts traffic but readers do not continue, that page may need clearer instructions, better structure, or stronger links to related topics. If the same searches appear repeatedly, the project may be missing content that readers expect to find. If engagement drops after a navigation change, the project structure may need adjustment.

For Project Administrators, the project analytics page is the best place to decide what kind of update to make. Use page-level and search-level results to choose between actions such as:

- Updating a single article that draws traffic but does not hold attention
- Reorganizing navigation when readers appear to struggle across several related pages
- Adding missing content when repeated searches point to unanswered questions
- Reviewing version or publishing decisions if usage changed after a release

Documentation Managers should use the enterprise view differently. Instead of focusing on one article, look for patterns that repeat across projects. If several projects show the same weakness, the fix may be broader than a single page. You may need a shared content standard, a navigation rule, or a cross-project review process. Enterprise reporting helps you decide whether to invest in one project, a recurring documentation pattern, or a governance issue affecting multiple teams.

When you record your decision, keep the baseline consistent. Note the reporting period, the metrics you compared, and the projects affected. That way, your next analytics review uses the same frame of reference and you can tell whether the update actually improved performance rather than simply reflecting a different date range.

Fixing mismatched results between enterprise and project reports

If enterprise and project results do not line up, start with the simplest explanation: the two pages are not showing the same scope. In Atloria, enterprise reporting can include multiple projects, while a project analytics page shows only one project. A difference in totals does not always mean something is wrong.

When enterprise totals do not match a project page, check these items first:

- The selected **date range** on both pages
- Whether the enterprise view includes additional projects
- Whether you opened the correct project from the project list or selector
- Whether the pages are showing the same chart interval, such as day, week, or month

A project that appears to have no activity often turns out to be the wrong project selection or the wrong reporting period. Reopen the project from the list, confirm the project name, and make sure the selected period includes time when the documentation was actually published and used. If the date range is too narrow, the page can appear empty even when the project has meaningful activity outside that window.

If trend lines look inconsistent, compare the chart grouping. One page may summarize activity by day while another shows a wider weekly or monthly grouping. The shape of the trend can look different even when the underlying activity is related. Hover over chart points or bars to compare exact values instead of relying only on the line shape.

You may also notice that a metric changes after switching views. This can happen because enterprise reporting uses combined calculations, while the project page may show more detailed content tables underneath. Review both together: the enterprise page tells you where to look, and the project page explains what inside that project is contributing to the result.

[SCREENSHOT: Enterprise and project analytics pages side by side with matching date ranges and project selection highlighted]

Overview

This guide focuses on using the **Analytics & Insights** page in the admin workspace together with analytics inside individual projects. The goal is not just to read numbers, but to move between both views in a way that helps you understand where documentation performance is changing and what deserves attention first.

Use the enterprise view when you need a broad picture across projects. That page is best for spotting traffic shifts, comparing projects, and identifying outliers that deserve follow-up. Use the project view when you need detail. That is where you can inspect the pages, searches, and project-specific trends behind a change you first noticed at the enterprise level.

This document builds on the comparison approach introduced in [Comparing Project Performance in Enterprise Analytics](#). Here, the focus is narrower: how to move between enterprise totals and project detail without losing track of reporting scope, date range, or the reason you started the review.

The most effective workflow in Atloria is usually:

1. Set a reporting period in the enterprise analytics page.
2. Review summary cards, charts, and project rankings.
3. Open a project with unusual performance.
4. Confirm the same reporting period in the project analytics page.
5. Use project-level detail to decide what documentation work should happen next.

This approach helps both Documentation Managers and Project Administrators make decisions based on the same reporting window and the same set of visible indicators. It also reduces the risk of acting on a misleading comparison caused by different filters or a different project selection.

Prerequisites

Before you use this workflow in Atloria, make sure you have access to both the admin analytics area and the projects you need to review. If you can open **Analytics** in the admin workspace and also open individual projects from **Projects**, you have the navigation access needed for this guide.

You will get the most value from this process if the following are already in place:

- You can sign in to Atloria and reach the main app area
- You can open the admin workspace and see **Analytics & Insights**
- You can open at least one project and access its analytics page
- Your projects already have published documentation or reader activity to review
- You are comfortable switching between enterprise reporting and project workspaces

It also helps to decide on a reporting period before you begin. For example, you might review the last 7 days for short-term changes or the last 30 days for a broader trend check. Using one agreed period across both pages makes your comparisons much more reliable.

If you need help getting into Atloria or moving around the admin area first, see:

- [Accessing and Registering Your Atloria Account](#)
- [Signing In to Atloria and Solving Access Problems](#)
- [Using the Admin Workspace](#)
- [Analyzing Project Performance and Activity](#)

For the next step in this analytics reporting sequence, continue with [Managing Enterprise and Project Analytics for Documentation Performance](#).