

Custom Queries

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Custom queries are reports designed by users and built by DevResults staff to provide folks with additional ways of organizing program information. While DevResults offers many built-in tools for examining program information, there might be some way of looking at your work that can't be generated by existing tools. Custom queries can be used to structure information in a particular way, or to consolidate information from multiple pages in one place. Once a custom query has been set up, you can run the query on-demand and either view the results in the browser or in an Excel download.

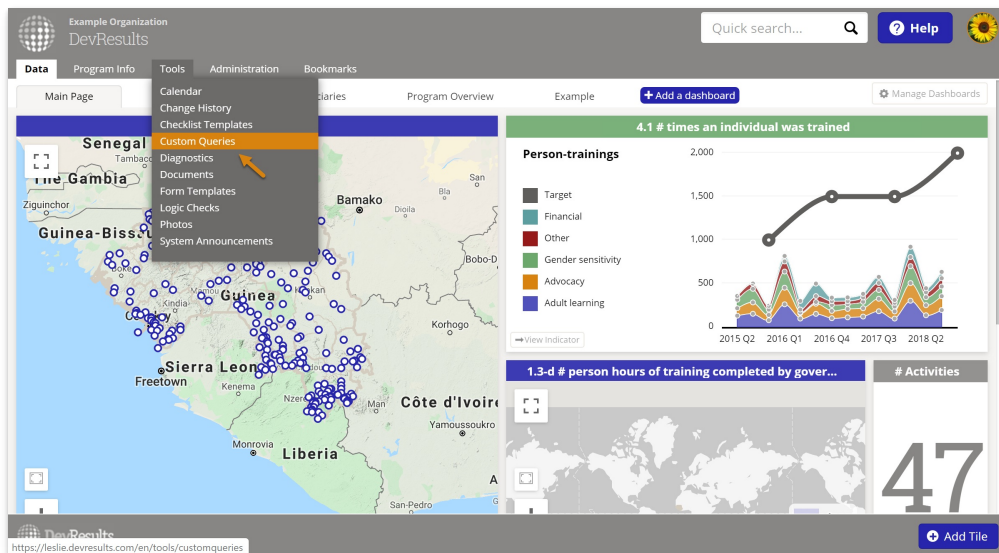
Note: Custom queries can only be used to organize or assemble program information in ways that can't already be produced by the software. DevResults does *not* build custom queries for indicator results data. To design custom reports for indicator results data, check out **Matrix** for single-indicator reports or **MultiMatrix** for reports with many indicators.

In this article, you can learn how to:

- [View a Custom Query](#)
- [Request a New Custom Query](#)
- [Establish Custom Query Permissions](#)

View a Custom Query

To view a list of all custom queries, go to the **Tools** menu and click on **Custom Queries**.



The screenshot shows the DevResults dashboard interface. The 'Tools' menu is open, and 'Custom Queries' is highlighted with an orange bar. The dashboard includes a map of West Africa with blue location markers, a line chart titled '4.1 # times an individual was trained' showing data from 2015 Q2 to 2018 Q2, and a bar chart titled '1.3-d # person hours of training completed by gover...'. A large number '47' is displayed in the bottom right corner. The URL at the bottom is <https://leslie.devresults.com/en/tools/customqueries>.

This will open the Custom Queries index page, which displays all the custom queries in your site that you have access to. From the Custom Queries index, you can download the query results in Excel by clicking the **Export** button, or you can view query results in your browser by clicking on either the name or the description of a query.

Custom Queries

Name	Description	Groups	Export
ARP stats	Provides stats about past Activity-Reporting Periods (ARPs) with data entered.	All with Custom Queries permission	Export
Change History Export	Exports change history records, including object ID numbers	All with Custom Queries permission	Export
Complete Activity-Geography Mappings	Provides a list of all geographic places mapped to each activity	All with Custom Queries permission	Export
Complete Activity-Indicator Mappings	Provides a list of all indicators assigned to each activity	All with Custom Queries permission	Export
Complete Activity-User Mappings	Provides a list of all users for each activity	All with Custom Queries permission	Export
Complete AdminDivision Export	Provides a full list of administrative divisions and their details	All with Custom Queries permission	Export
Complete Baselines Export	Provides a full table of baselines per indicator, per activity, per geography	All with Custom Queries permission	Export
Complete Indicator Data Comments Export	Provides an export of all comments added to indicator data. Each comment is identified with its associated reporting period, indicator, place, and activity (if reported per activity).	All with Custom Queries permission	Export
Complete Indicator-Framework Mappings	Provides a list of all results framework objectives assigned to each indicator	All with Custom Queries permission	Export
Complete Results Frameworks Export	Provides a full set of results frameworks and objectives	All with Custom Queries permission	Export
Complete Targets Export	Provides a full table of targets per indicator	All with Custom Queries permission	Export

Have questions on viewing or running a custom query? Visit our [help page](#) to learn more.

Need a new query? Follow instructions on [this help page](#) to submit your request.

When viewing query results in the browser, you also have the option to **Refresh Results**. Typically you do not need to refresh results as they are generated each time you open a query, but it can be useful to re-run a query if you or a colleague have made recent changes.

Complete Activity-Geography Mappings

Admin

Name Complete Activity-Geography Mappings

Description Provides a list of all geographic places mapped to each activity

Results

Activity Short Name	Activity Name	Reference Number	URL	Geography	Level
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Arusha	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Arusha Urban	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Ilala	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Karatu	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Lake Eyasi	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Lake Manyara	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Longido	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Meru	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Monduli	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Ngorongoro	District
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Arusha	Region
AaL	Apprendre à Lire	01-990-IGI-00-8510	reid.devresults.com/en/awards/Award/45429	Dar es Salaam	Region

DevResults Done

Generally, any user group that has been assigned at least **View** permissions for custom queries (by default, only **Owners**) will be able to access and download query results. If multiple user groups are assigned **View** permissions, you can choose to limit specific custom queries to certain groups (see [Establish Custom Query Permissions](#) below for more detail).

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Requesting a New Custom Query

All DevResults sites come with a standard set of custom queries; these queries are based on frequently requested information. Users can request additional custom queries at any time. In order to add a new query, you'll work with one of our Data Scientists to confirm your information needs, determine how the results table should be structured, and decide what data it should contain.

To request a new custom query, download [this template](#) and follow these steps:

1. Row 1: Enter the **column headings** as you'd like them to appear in the query results table.
2. Row 2: Tell us **which page** in the site this information should come from (e.g. Activity Index, Activity Overview,

Activity Geography, Indicator Definition, etc.)

3. Row 3: Tell us **which field** on that page the information should come from (e.g. Code, Reference #, Tags, etc.)
4. Row 4: Give **an example** of how this information should appear. (e.g. If you're expecting a list of something, should the items be separated by commas?)
5. **Email** this template to help@devresults.com with the subject line: Custom Query Request. Let us know **which DevResults site** you want the query for and **what you want the query to be named**
6. Include as much information as possible about the logic that the query should use. For example, it's insufficient to say "only include local activities." What defines a local activity? Is it an activity tagged with "Local", or is "Local" a funding mechanism, or is "Local" a framework and you want to include just the activities mapped to indicators in that framework?
7. We will review your request and get back to you with any clarifying questions, then build the query, and make it available in your site.

Please note: in general, it takes us up to 10 business days from your initial request to return a finalized custom query.

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Establish Custom Query Permissions

Access to custom queries is granted at the group level. Any group that needs to access custom queries must have **View** access to **Custom Queries** in the group's permissions page. Groups without this permission won't see the **Custom Queries** option in the **Tools** menu. By default, only the **Owners** group is given these permissions, but Owners may assign them to any other group. See [this page](#) for instructions on editing group permissions.

The screenshot shows the 'Managers' permissions page in the DevResults system. The page is titled 'Managers' and has tabs for 'Permissions', 'Members', and 'User Guide'. The 'Permissions' tab is active. Below the tabs, there is a 'Description' section with a text area containing the text: 'Can mark checklist items as approved. Can sign off on results data submitted by partners.' Below the description is a 'Permissions' section with a table. The table has two columns: 'Section' and 'Access'. The 'Custom Queries' section is highlighted with an orange box, and its access is set to 'View'. Other sections include 'Activity Discussions', 'Activity Forms', 'Activity Overview', 'Calendar', 'Checklists', 'Data Table Contributor', 'Data Table Manager', and 'Diagnostics'. A 'Done' button is visible at the bottom right of the page.

Section	Access
Activity Discussions Activity discussion boards	View & Edit
Activity Forms Activity forms	View & Edit
Activity Overview Activity information (name, status, indicators, reporting periods, organizations, geographies, description, etc.)	View & Edit
Calendar Calendars of events at the activity level and globally	View & Edit
Checklists Activity checklists and milestones	View & Edit
Custom Queries View and download custom query results	View
Data Table Contributor Contribute data to data tables	View & Edit
Data Table Manager Design and manage data tables	View & Edit
Diagnostics View site diagnostics and configuration errors	No Access

While controlling general access to custom queries is usually sufficient, you may wish to make different reports visible to different groups. For example, while generally Managers should be able to access custom queries, there may be specific queries that should be limited only to Owners.

Owners can edit permissions for individual reports using the **Permissions** button for each Custom Query.

Name	Description	Groups	Export	Permissions
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This will open a pop-up to set permissions (by default, "All groups with permissions to Custom Queries" is selected).

Permissions

Permissions for **ARP stats**

All groups with permissions to Custom Queries
Managers
Owners

Only selected groups (with permissions to Custom Queries)

Done

To limit this query only the Owners group, click on the circle next to "Only selected groups" and then remove any groups that should not have access to this specific query (n.b. that Owners is always selected).

Permissions

Permissions for **ARP stats**

All groups with permissions to Custom Queries

Only selected groups (with permissions to Custom Queries)

Managers

Owners

Done

Click **Done** to close the window; the permissions will now be updated, and you can confirm this by looking at the **Groups** column in the Custom Queries index.

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Didn't answer your question? Please email us at help@devresults.com.

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