Report 'Data Table' Data Online (Partners)

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There are two ways to enter data into data tables:

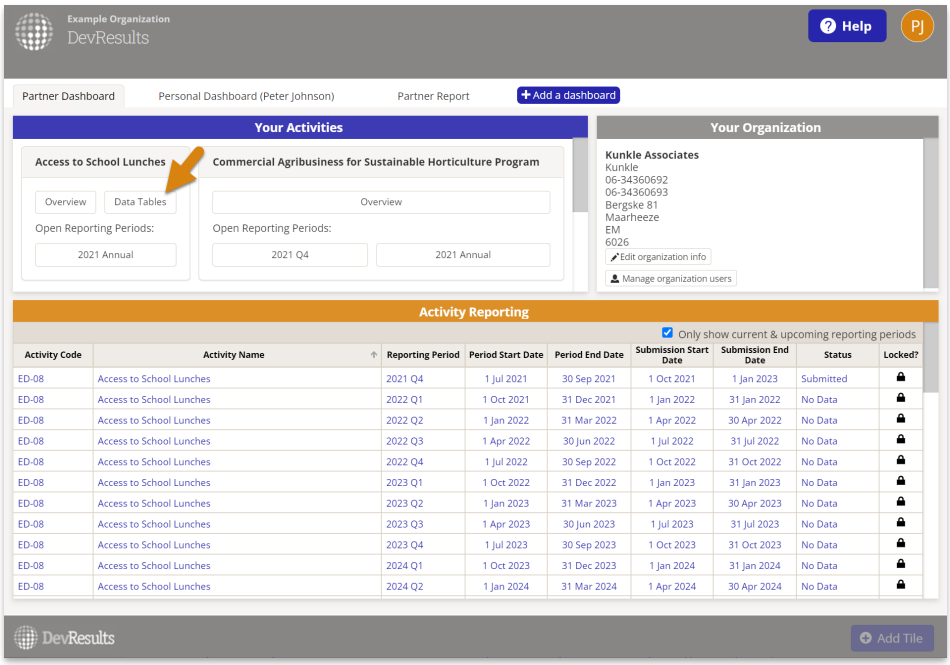
1. Entering data online (as shown on this page)
2. **Uploading a spreadsheet containing all your rows of data**

Mix and match data entry: You can use a combination of entering data online or uploading a spreadsheet. For example, you might upload a spreadsheet for the bulk of your data, and then add a couple individual rows online or edit the entered rows online. You can download a copy of the table into Excel at any time to use as a template for future uploads. Unlike direct entry data, information in data tables can be entered at any time, regardless of set reporting period submission periods.

1) **Log into DevResults.** Your website will be something.devresults.com.

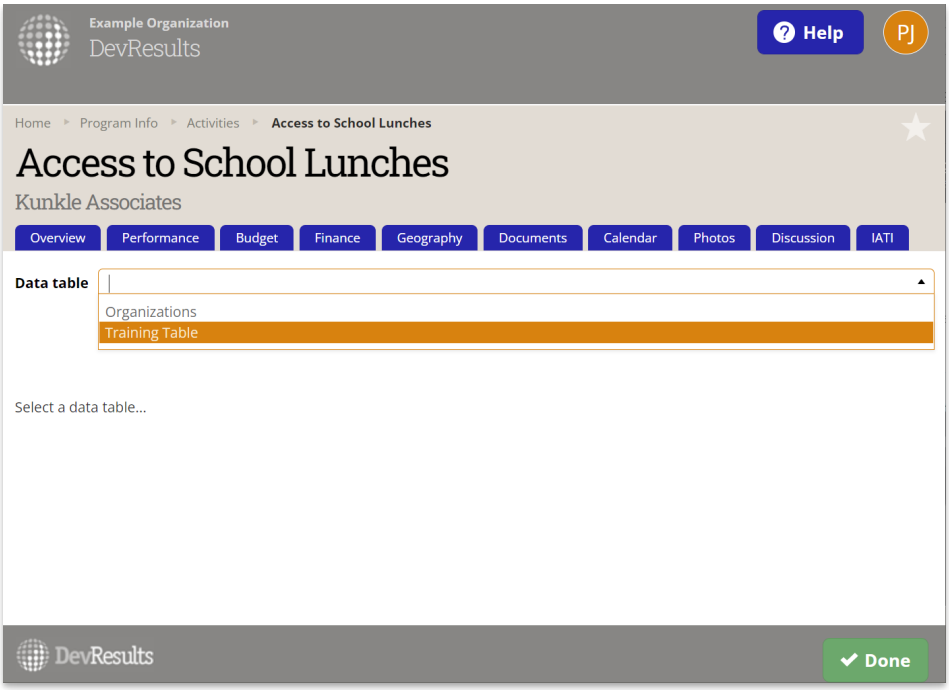
- Forgot your password? **Get a new password.**
- Does the site not recognize your email? Talk to your contacts to whom you report data. DevResults staff cannot give partners access to the system.

2) **When you log in, you will be taken to your Partner Dashboard.** The top right has a tile with a card for each of the projects you have access to. Each project card has a link to any associated data tables.

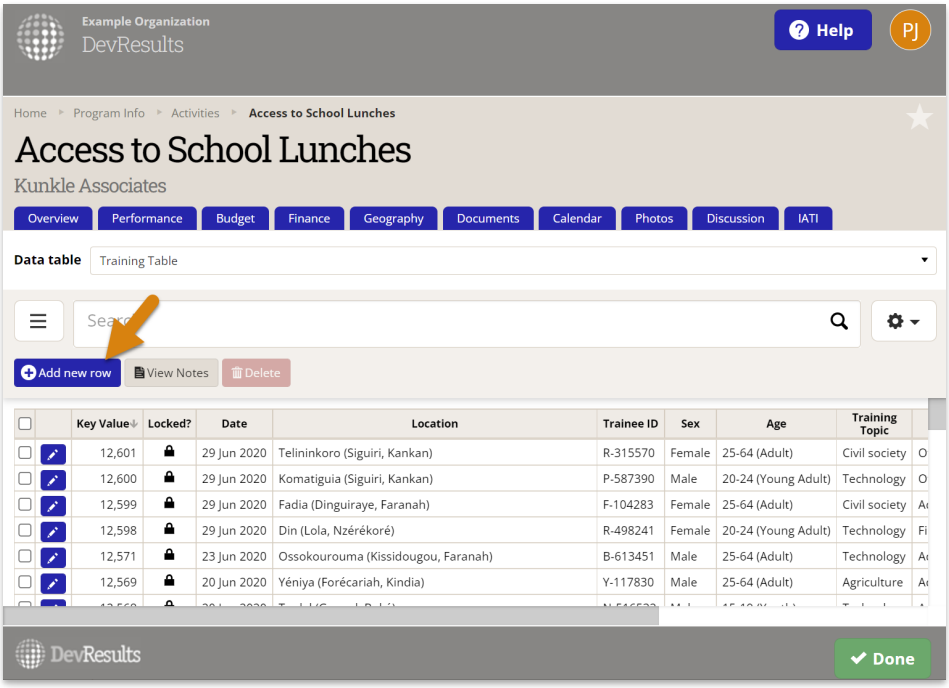


3) **Click the Data Tables button** for the project that you wish to enter data for.

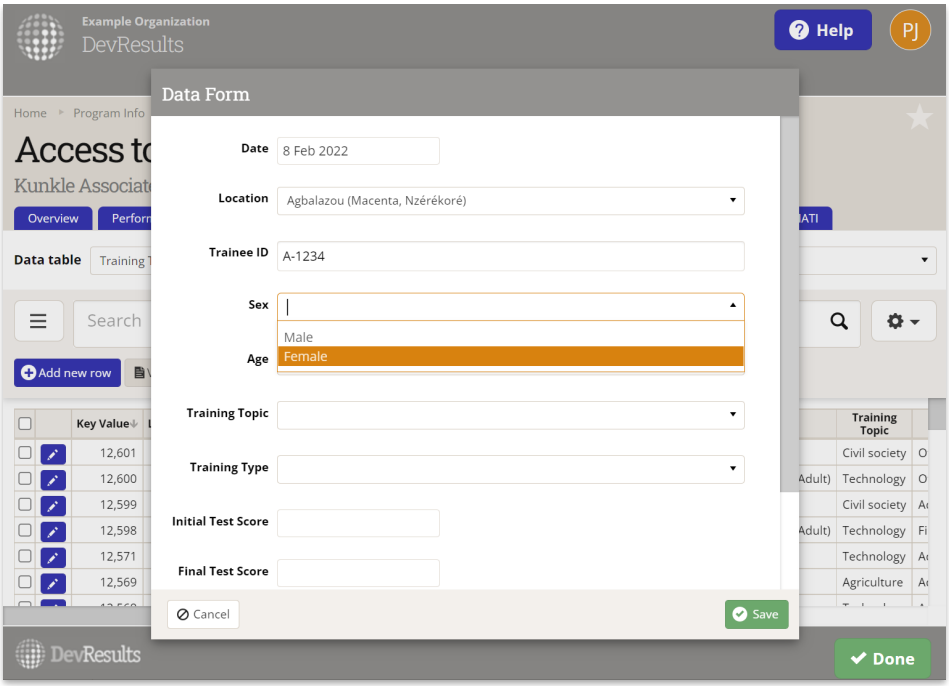
4) Next, use the data table dropdown to select a table to enter data for.



5) To begin entering data, click **Add new row**. This opens a form to fill out a row of information for the table.



6) **Enter data for the fields**



7) If you have more than one record you'd like to enter, click **Save** and then click the **+ Add New Row** button to go to another blank record.

8) Once you've finished entering data, click **Done** on the popup.

9) If you need to correct an existing entry, **click on the text in the relevant row to open its form and make changes.** Your change is saved as soon as you navigate to a different field.

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

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