

Report 'Direct Entry' Data Online (Partners)

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There are two ways to enter indicator results:

- Entering data online (as shown on this page)
- **Using an Excel template**

Mix and match data entry: You can use a combination of entering data online or in an Excel template. For example, you might start out entering some data online for your activity, but then download the Excel template to finish work offline. This will download any results that you've already entered. Once you upload your Excel template, you will still be able to edit those results online until you are ready to submit your data for review.

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

- Forgot your password? **You can get a new one yourself.**
- 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 activities you have access to. Each activity card has a link to any open reporting periods. Click on the open reporting period for your activity to enter data. (Below is a tile that shows all of the reporting periods you have access to with an icon for which is locked/unlocked. You can also click on the blue text for an open period to get to the same page.)

The screenshot shows the DevResults Partner Dashboard for 'Example Organization'. The top navigation bar includes a logo, the organization name, a 'Help' button, and a user profile icon 'AV'. Below the navigation bar, there are tabs for 'Partner Dashboard', 'test', and 'Main Page', along with a '+ Add a dashboard' button. The main content area is divided into two sections: 'Your Activities' and 'Your Organization'. The 'Your Activities' section features a card for 'Changing Lives through Technology' with an 'Overview' link and a highlighted 'Open Reporting Periods' link. An orange arrow points to the 'Open Reporting Periods' link. The 'Your Organization' section displays contact information for 'Keller Consulting' and links to 'Edit organization info' and 'Manage organization users'. Below these sections is an 'Activity Reporting' table. The table has columns for 'Activity Code', 'Activity Name', 'Reporting Period', 'Period Start Date', 'Period End Date', 'Submission Start Date', 'Submission End Date', 'Status', and 'Locked?'. The table lists several reporting periods for 'Changing Lives through Technology', with the 'Locked?' column containing icons for each period. An orange box highlights the 'Locked?' column header and the first row's icon.

Activity Code	Activity Name	Reporting Period	Period Start Date	Period End Date	Submission Start Date	Submission End Date	Status	Locked?
AG-08	Changing Lives through Technology	2024 Q1	1 Oct 2023	31 Dec 2023	1 Jan 2024	31 Mar 2024	No Data	🔒
AG-08	Changing Lives through Technology	2024 Q2	1 Jan 2024	31 Mar 2024	1 Apr 2024	30 Apr 2024	No Data	🔒
AG-08	Changing Lives through Technology	2024 Q3	1 Apr 2024	30 Jun 2024	1 Jul 2024	31 Jul 2024	No Data	🔒
AG-08	Changing Lives through Technology	2024 Q4	1 Jul 2024	30 Sep 2024	1 Oct 2024	31 Oct 2024	No Data	🔒
AG-08	Changing Lives through Technology	2024 Annual	1 Oct 2023	30 Sep 2024	1 Oct 2024	31 Oct 2024	No Data	🔒

3) **Now you are viewing your Activity Reporting Page.** This includes a list of all the indicators for which your activity should report results for the selected reporting period. Click **Open** next to an indicator to enter data for it.

Example Organization
DevResults

? Help
AV

Home > Changing Lives through Technology

STATUS No Data

Changing Lives through Technology

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	Code ↑	Indicator	Data Source	Geographic Disaggregation	Warnings	Comments	Previous Results	Current Results
→ Open	F-3.1.1-g-N	# pregnant women who slept u...	Direct Entry	Location				
→ Open	F-3.1.1-i	# houses targeted for spraying ...	Direct Entry	Location				
→ Open	F-3.1.2-c	# eligible clients who received ...	Direct Entry	Location				
→ Open	F-3.2.2-c	# community health and para-s...	Direct Entry	Region				
→ Open	F-3.2.2-d	# health care workers who succ...	Direct Entry	Region				
→ Open	F-4.1.1-c	# learners enrolled in primary s...	Direct Entry	Location				
→ Open	F-4.1.3-a-N	# USG-funded tertiary educatio...	Direct Entry	Prefecture				

✔ Done

4) This data entry page shows the geographic and demographic/other disaggregations required for the indicator (if any). Totals are generated automatically. You can click on a single cell to add or edit data. Every edit is saved individually as you work, so there is no risk of losing data.

Example Organization
DevResults

? Help
AV

Home > Changing Lives through Technology > # pregnant women who slept under an insecticide-treated net (ITN) the previous night

STATUS In Progress

Changing Lives through Technology

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F-3.1.1-g-N

pregnant women who slept under an insecticide-treated net (ITN) the previous night

Indicator Info

Recalculate logic checks

Location	Ethnicity					Total	Comment
	Malinke	Peul	Soussou	Other			
Boké / Koundara / Akoul	543	87	236	54		920	
Labé / Mali / Balaki	83					83	
Nzérékoré / Yamou / Galia	626	87	236	54		1,003	

✔ Done

Troubleshooting: If any of the places where you need to report indicator results do not show up, get in touch with your contacts to whom you report.

They might need to:

- **Add a location**
- **Assign a geography to an activity**
- **Check the configuration of activities to reporting periods to technical areas to places**

If any of your indicators do not show up, they might need to:

- **Add an indicator**
- **Assign an indicator to an activity**

5) Click in the **Comment** field to add narrative information about your data for this indicator for each geographic place. When you've finished adding data for this indicator, navigate back to the list of indicators by clicking the **Done** button in the bottom right.

The screenshot shows the DevResults interface for the indicator '# pregnant women who slept under an insecticide-treated net (ITN) the previous night'. The interface includes a header with 'Example Organization DevResults', a 'Help' button, and a user profile 'AV'. The main content area displays the indicator title and a table with columns for Location, Ethnicity (Malinke, Peul, Soussou, Other, Total), and Comment. The table has three rows of data. The 'Comment' column is highlighted with an orange arrow, and a text input field is shown with the text 'In Balaki we encountered flooding in rural areas.' Another orange arrow points to the 'Done' button at the bottom right.

Location	Ethnicity					Comment
	Malinke	Peul	Soussou	Other	Total	
Boké / Koundara / Akoul	543	87	236	54	920	
Labé / Mali / Balaki	83	262	792	122	1,259	In Balaki we encountered flooding in rural areas.
Nzérékoré / Yamou / Galia						
	626	349	1,028	176	2,179	

6) If you have overall narrative comments for each indicator, you can add them in the **Summary Comment** field.

The screenshot shows the DevResults interface for the indicator '# pregnant women who slept under an insecticide-treated net (ITN) the previous night'. The interface includes a header with 'Example Organization DevResults', a 'Help' button, and a user profile 'AV'. The main content area displays the indicator title and a table with columns for Code, Indicator, Data Source, Geographic Disaggregation, Warnings, Comments, Previous Results, Current Results, Target, % Target Reached, and Summary Comment. The table has six rows of data. The 'Summary Comment' column is highlighted with an orange arrow, and a text input field is shown with the text 'This quarter...'. Another orange arrow points to the 'Done' button at the bottom right.

	Code ↑	Indicator	Data Source	Geographic Disaggregation	Warnings	Comments	Previous Results	Current Results	Target	% Target Reached	Summary Comment
→ Open	F-3.1.1-g-N	# pregnant women who slept un...	Direct Entry	Location		1		2,179		0%	
→ Open	F-3.1.1-i	# houses targeted for spraying wi...	Direct Entry	Location				5,433			
→ Open	F-3.1.2-c	# eligible clients who received nu...	Direct Entry	Location				938			
→ Open	F-3.2.2-c	# community health and para-soc...	Direct Entry	Region		1		3,758			
→ Open	F-3.2.2-d	# health care workers who succes...	Direct Entry	Region				456			
→ Open	F-4.1.1-c	# learners enrolled in primary sch...	Direct Entry	Location		2		4,586			
→ Open	F-4.1.3-a-N	# USG-funded tertiary education ...	Direct Entry	Prefecture		2		8,351			

7) **When all data entry is complete** for the reporting period, submit your data by selecting "Submit all activity data for review" from the status dropdown in the top right of the page. **Learn more about the Submission & Approval process.**

Note: Partners cannot undo this action; if you need to edit any information before the data is reviewed/accepted by the organization to whom you report, then contact them to have them "return" the data to you.

Example Organization
DevResults

Help

AV

Home

Changing Lives through Technology

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	Code ↑	Indicator	Data Source	Geographic Disaggregation	Warnings	Comments	Previous Results	Current Results
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→ Open	F-3.1.1-i	# houses targeted for spraying ...	Direct Entry	Location		1		5,433
→ Open	F-3.1.2-c	# eligible clients who received ...	Direct Entry	Location				938
→ Open	F-3.2.2-c	# community health and para-s...	Direct Entry	Region		1		3,758
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✓ Done

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