

Certifying and Publishing your Data to Another Site

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Scenario: Your DevResults site is set up to report data to another DevResults site. An owner has set up some links between the two sites. How do you report that data to the other DevResults site?

1. **Certify:** Once data has been submitted and approved for your own reporting period, you'll **certify** this reporting period so that DevResults knows the data is ready to be published. This locks data from further editing.
2. **Publish:** Once the reporting period is certified, you can **publish** your data to the other DevResults site. Note: Only approved data will be published.

Frequently Asked Questions

1. **Change Data:** How do I change published data?
2. **Change Receiving Indicator:** What happens if a linked indicator's definition is changed on the "receiving" site?
3. **Change Publishing Indicator:** What happens if an linked indicator's definition is changed on the "publishing" site?

Certify your Reporting Period

Once you've finished data collection, submission, and approval for your projects, you will need to certify the reporting period to publish data from it to linked DevResults sites. Certification is a way to mark the reporting period as final; it will lock indicator data for this reporting period so that it cannot be edited.

To certify your reporting period, go to **Program Info > Reporting Periods** and **select the reporting period** you'd like to certify and publish.

Click the dropdown next to **Certification** and select **Certify**:

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Quick search...

Data **Program Info** Tools Administration Bookmarks

Home > Program Info > Time > Reporting Periods > 2022 Q1

2022 Q1

Dates

Reporting Cycle Quarterly

Reporting Period Dates 1 Oct 2021 - 31 Dec 2021

Submission Period Dates 1 Jan 2022 - 31 Jan 2022

Certification **Not certified**

Certify Lock reporting periods until you certify this period. [Learn more](#)

Site	Reporting Period	Status	Submission Period	Last Published	Publish Pending?
demoenterprise	2022 Q1	No Data	Open		
demoenterprise	2022 Annual	No Data	Open		

Status by Activity

Search activities

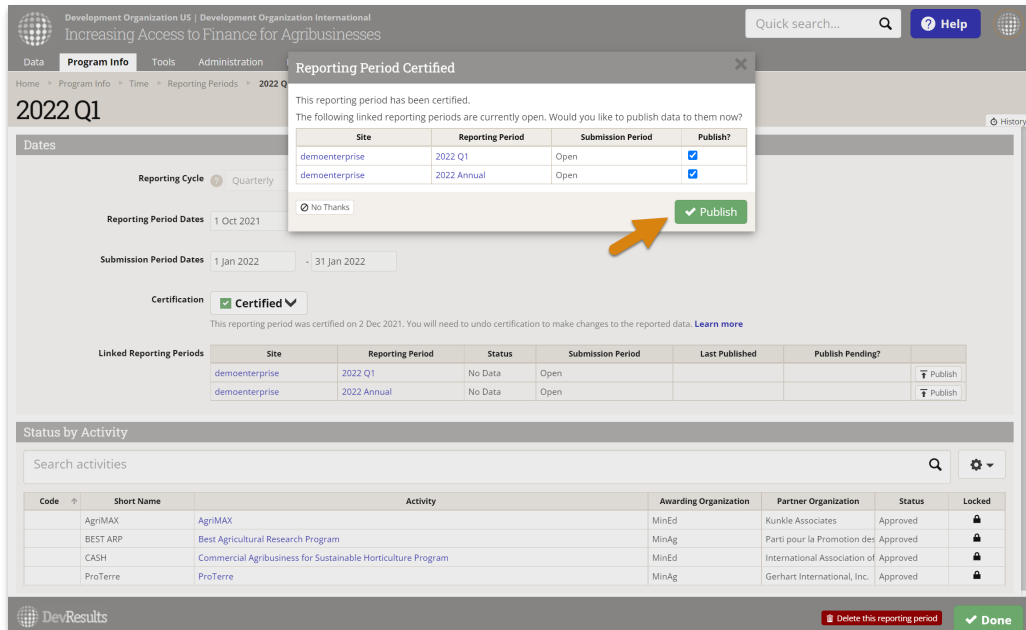
Code	Short Name	Activity	Awarding Organization	Partner Organization	Status	Locked
AgriMAX	AgriMAX		MinEd	Kunkle Associates	Approved	
BEST ARP	Best Agricultural Research Program		MinAg	Parti pour la Promotion des	Approved	
CASH	Commercial Agribusiness for Sustainable Horticulture Program		MinEd	International Association of	Approved	
ProTerre	ProTerre		MinAg	Gerhart International, Inc.	Approved	

DevResults

Not all projects have to be approved in order to publish the reporting period, but at least one project must be approved. Only data for approved projects will be published.

Publish Data from your Reporting Period

When you certify the reporting period, you have the option to automatically publish data to available reporting periods in the sites linked to yours. You can choose to do so, or you can wait and manually click **Publish** when you want to publish.



The screenshot shows the 'Reporting Period Certified' dialog box in the DevResults interface. The dialog contains the following information:

- Message: "This reporting period has been certified. The following linked reporting periods are currently open. Would you like to publish data to them now?"
- Table:

Site	Reporting Period	Submission Period	Publish?
demoenterprise	2022 Q1	Open	<input checked="" type="checkbox"/>
demoenterprise	2022 Annual	Open	<input checked="" type="checkbox"/>

Buttons: No Thanks, Publish (highlighted with an orange arrow).

Below the dialog, the 'Certification' dropdown is set to 'Certified'. A message states: "This reporting period was certified on 2 Dec 2021. You will need to undo certification to make changes to the reported data. [Learn more](#)".

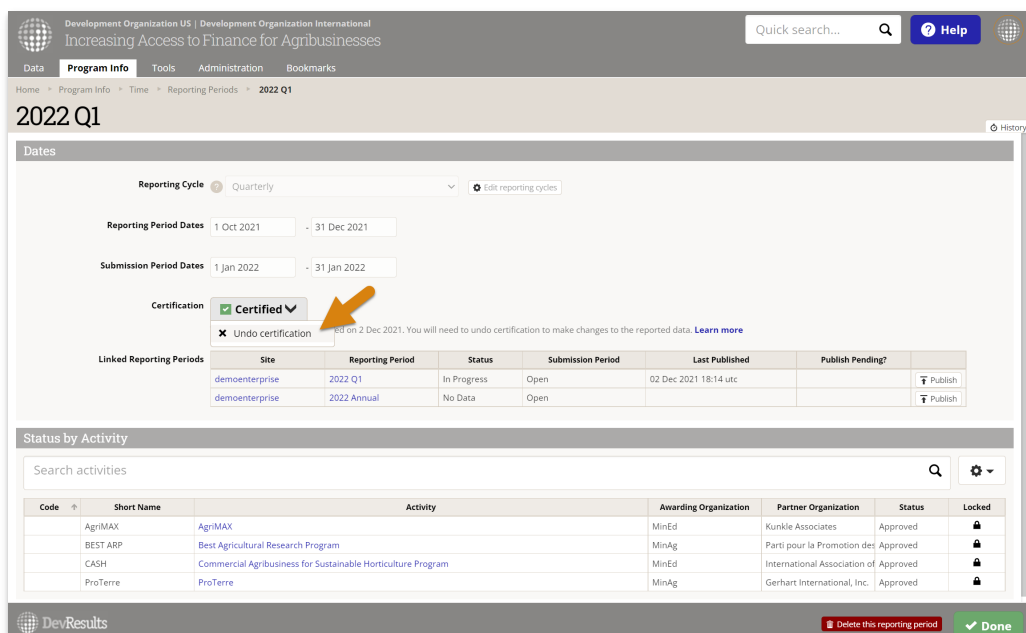
The 'Linked Reporting Periods' table is also visible:

Site	Reporting Period	Status	Submission Period	Last Published	Publish Pending?
demoenterprise	2022 Q1	No Data	Open		<input type="button" value="Publish"/>
demoenterprise	2022 Annual	No Data	Open		<input type="button" value="Publish"/>

Frequently Asked Questions

How do I change published data?

Once you have certified your reporting period, all direct entry indicators will be locked from further data entry and edits. If you need to make changes to this data, you will need to undo certification for the reporting period first. To do so, go to **Program Info > Reporting Periods** and select the reporting period you wish to undo certification for. Click the **Certified** dropdown next to **Certification** and click on **Undo certification**.



The screenshot shows the 'Reporting Periods' page in the DevResults interface. The 'Certification' dropdown is set to 'Certified'. A message states: "This reporting period was certified on 2 Dec 2021. You will need to undo certification to make changes to the reported data. [Learn more](#)".

The 'Undo certification' option is highlighted with an orange arrow.

The 'Linked Reporting Periods' table is also visible:

Site	Reporting Period	Status	Submission Period	Last Published	Publish Pending?
demoenterprise	2022 Q1	In Progress	Open	02 Dec 2021 18:14 utc	<input type="button" value="Publish"/>
demoenterprise	2022 Annual	No Data	Open		<input type="button" value="Publish"/>

Make any necessary changes to data in the projects' reporting periods. Once you're done, recertify the reporting period and publish that data to the receiving site.

Note: Undoing certification does **not** change or remove already-published data; it merely prevents any further publication and enables editing of existing data in the reporting period.

What happens if a linked indicator's definition is changed on the "receiving" site?

- Changing an indicator's definition on the **receiving** (or "enterprise") site does not affect linked indicators on sites that publish to it.
- If you **delete disaggregations**, associated data will be deleted from the receiving site, but other sites will still be able to publish data to it. Publishing sites can have data that is *more* disaggregated than receiving sites and the data will be aggregated when published.
- If you **add disaggregations for a cross-disaggregated indicator**, associated data will be deleted. Other sites will not be able to publish data to it unless they have the same disaggregations. Publishing sites *cannot* have data that is *less* disaggregated than receiving sites if the indicator is cross-disaggregated.
- If you **add disaggregations for a parallel-disaggregated indicator**, data will not be affected. Other sites will still be able to publish data to it, but only data for shared disaggregations between the sites can be published.
- If you **change the geographic disaggregation**, associated data will be deleted from the receiving site, but not the publishing site. Other sites will still be able to publish data to it if the geographic disaggregation for that indicator is *less* specific (e.g. district-level data published to country-level indicator in receiving site).

What happens if an linked indicator's definition is changed on the "publishing" site?

- Changing an indicator's definition on a **publishing** site does not affect linked indicators on the receiving (or "enterprise") site.
- If you **delete disaggregations**, associated data will be deleted from the publishing site, but not the receiving site. However, no data will be published for this indicator the next time the site publishes. Publishing sites *cannot* have data that is *less* disaggregated than receiving sites if the indicator is cross-disaggregated.
- If you **add disaggregations for a cross-disaggregated indicator**, associated data will be deleted from the publishing site, but not the receiving site. Publishing sites can have data that is *more* disaggregated than receiving sites and the data will be aggregated when published.
- If you **add disaggregations for a parallel-disaggregated indicator**, data will not be affected, but only data for shared disaggregations between the sites can be published.
- If you **change the geographic disaggregation**, associated data will be deleted from the publishing site, but not the receiving site. Data will still be publishable to the receiving site if the geographic disaggregation for that indicator is *more* specific (e.g. district-level data published to country-level indicator in receiving site).

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

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