

RASS Training Manual

Session 1: Agenda walk-through & training objective

- ❖ In this session, the facilitator takes participants through the training agenda and the objectives for the training. One slide of the training objectives have to be customized to suit a specified IP region where the training is conducted.

Session 2: RASS Presentation (RASS overview, indicators & dashboard)

- ❖ The RASS presentation comprises of three parts; the overview, indicator and dashboard. All these are in one PowerPoint presentation named the “RASS Presentation”.

A). RASS overview

- ❖ This part involved the presentation of the background, key data, data usage, tracked commodities, RASS dashboard and key features of the dashboard. Weekly reporting either by use of SMS or online reporting must be emphasized.

B). RASS Indicators

- ❖ RASS monitors a number of indicators which participants are oriented on in the RASS presentation. Mentor participants on the relevancy of each indicator listed on the slide.

C). Dashboard

- ❖ Highlights on the RASS dashboard and the reporting formats; online and SMS formats are presented under this subsection. Sample analytics in the form of graphs and tabular data presentation are also given. This is an overview of the dashboard. presentation is in session 22.

Session 3: Overview of RASS backend System (DHIS2)

Facilitator presents Slides on RASS backend system.

Session 4: User Management

A. Logging onto the RASS backend System

1. Open a web browser such as Google Chrome or Firefox Mozilla by clicking on its icon, on your desktop. However, Google Chrome is the recommended choice.



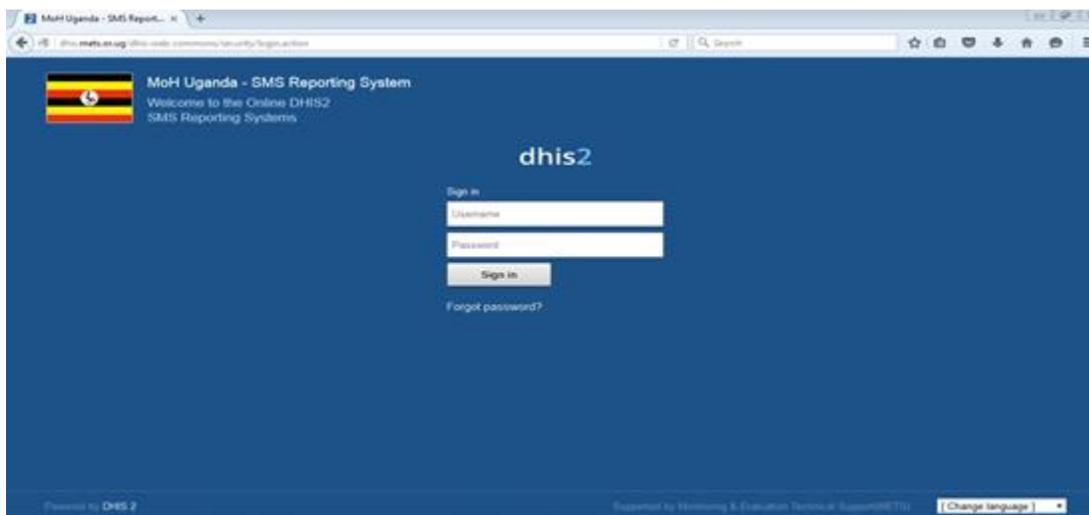
Google Chrome



Firefox Mozilla

Web browsers are usually installed on all computers. If not, it can be downloaded and installed.

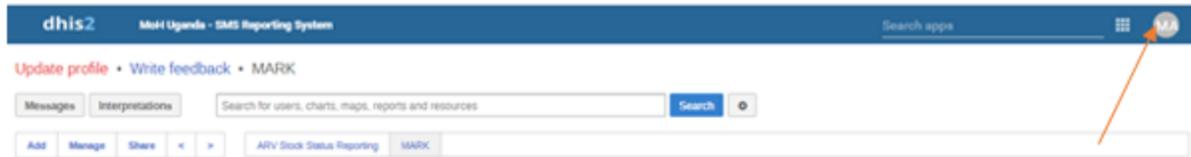
2. In the address bar, type <http://dhis.mets.or.ug/>, and a login page will come up as shown below:



3. In the Username and password dialogue box, type in your username and password. The default username and password are usually provided to participants during the RASS training, which can then be changed or customized by users. The default username is derived from a user's first letter of the first name, and the whole of the last name. The first name is the "English name" and the last name is the "African/Surname. For example, for a participant called **Mark Agaara**, the username would be; **magaara**, then the password. *If you enter wrong username or password, it will always return you to the same screen with an error (wrong username or password).*

Accessing the RASS System

Once you are successfully logged in, the computer screen will show a window as below;



Because the password is the default, it is the same for everyone. Therefore it is advised to change it.

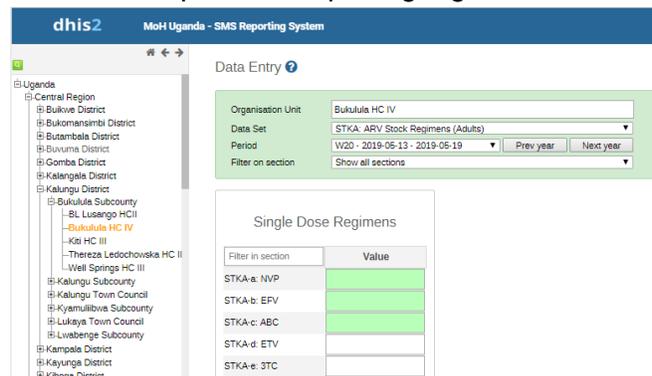
Follow the following steps to change your password

1. On the menu bar, in the right-hand side of the window which appears as above, move your mouse cursor and hover it over the app with the account name initials. 
2. Select settings and click on it. A list of other items appears.
3. Click on Account Setting.
4. A dialogue box appears to input the old password.
5. Type in the New **Password**
6. Repeat New password and click on update. A success prompt will pop up and you will be good to go.

Section 5: Online Data Entry (DHIS2)

To enter data directly into RASS system (DHIS2), follow the steps below,

1. Open the RASS system using your username and Password
2. Go to Apps and select Data entry App
3. Go orgunit, click the plus sign (+) to select the region of interest
4. Select the district, Subcounty and Health facility of your choice
5. In the data entry screen under data set, select indicator to be entered eg STKA: ARV stock regimens (Adults)
6. Select the period of reporting e.g. Week 20.

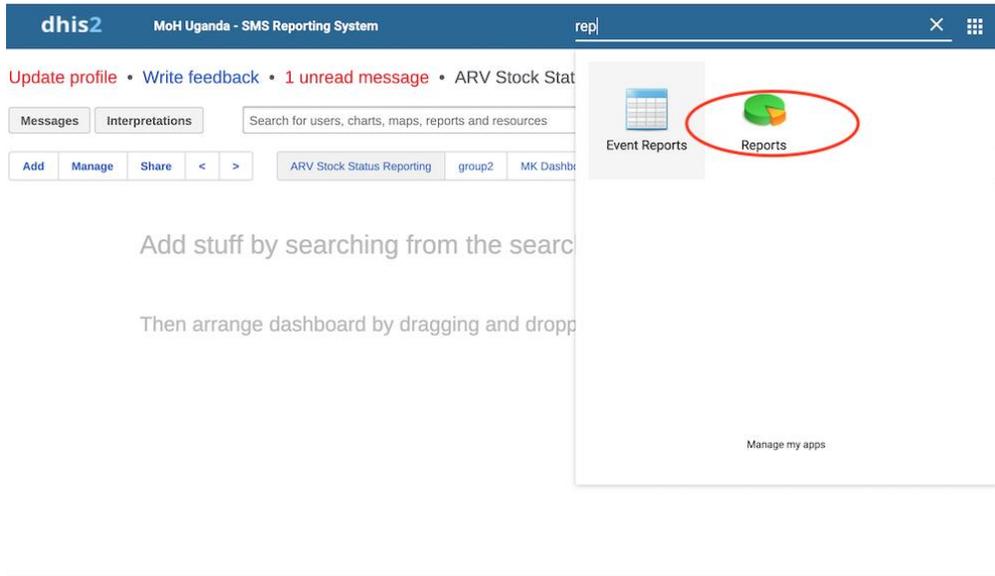


7. Follow your hard copy report to input data into the system
The data will be saved automatically upon entry and the cell will turn green.

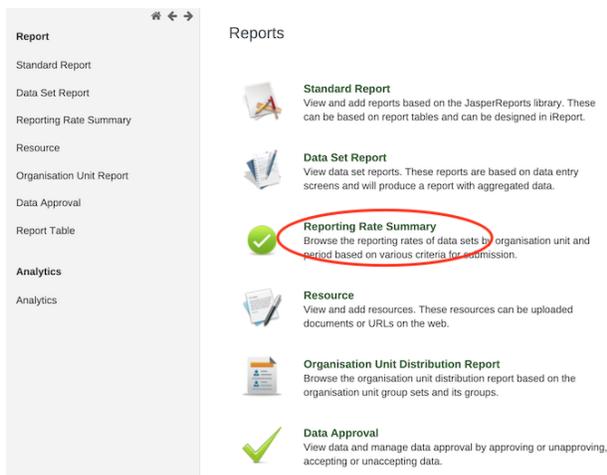
Section 6: Question & Answer Session

Section 7: Monitoring Reporting Rates in the RASS System.

In the system, on the right-hand side of the page, click on **Apps**, type Reports and click on it when it appears.



Click on **Reporting Summary** as shown in the picture below:



Choose an organization Unit,(the **where** factor) according to the report you need. To do this, click on the plus sign next to Uganda

- Report**
- Standard Report
- Data Set Report
- Reporting Rate Summary
- Resource
- Organisation Unit Report
- Data Approval
- Report Table
- Analytics**
- Analytics

Reporting Rate Summary ?

Organisation unit

- Uganda

Based on complete data set registrations
 Based on compulsory data elements

[Select data set / View all]

[Select period type] Prev year Next year

Get report [Show more options](#)

Having selected your desired Organization unit, on the left-hand side, select the dataset (the **what** factor), on the right-hand side.

Reporting Rate Summary ?

Organisation unit

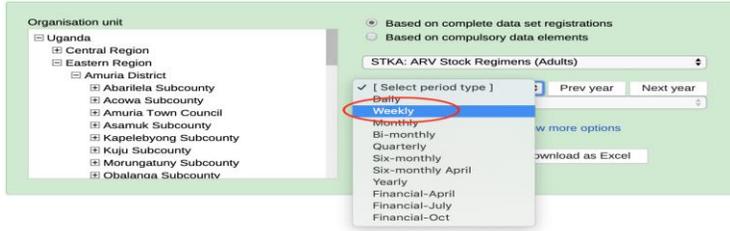
- Uganda
 - Central Region
 - Eastern Region
 - Amuria District
 - Budaka District
 - Bududa District
 - Bugiri District
 - Bukedea District
 - Bukwo District
 - Bulambuli District
 - Busia District
 - Butaleja District

Based on complete data set registrations
 Based on compulsory data elements

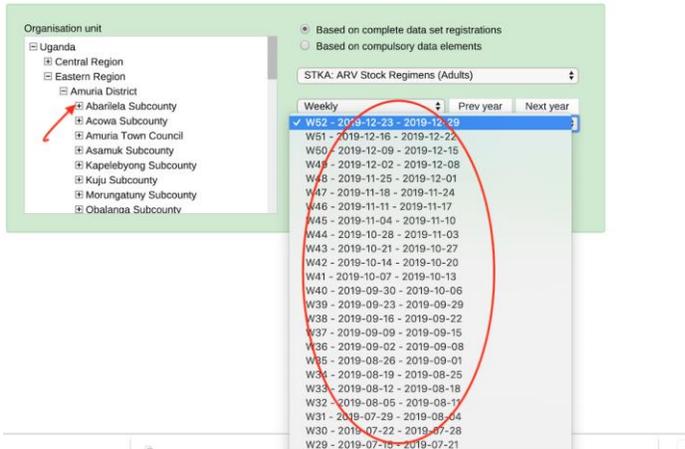
- [Select data set / View all]
- BBMB: Bringing Back Mothers and Babies
- Cphl: Test Hub
- EID
- HMIS 009a: PMTCT OPTION B+ REPORTING
- MZ TEST
- Option B+ Weekly Report
- Pediatric Reporting
- RCDA: ARV Received Regimens (Adults)
- RCDC: ARV Received Regimens (Paediatric)
- RECEIVED: ARV Regimens (Adults)
- RECEIVED: ARV Regimens (Children)
- Ret: Retention
- RTK: Rapid Test Kits
- SMGL Monthly Data (ANC)
- SMGL Weekly Death Report
- STKA: ARV Stock Regimens (Adults)
- STKC: ARV Stock Regimens (Paediatrics)
- STOCK: ARV Regimens (Adults)
- STOCK: ARV Regimens (Children)
- Test

An organization Unit and dataset have been selected, now select the period (the **when** factor) as shown below. Select **weekly** since RASS reporting is weekly.

Reporting Rate Summary ?



Having clicked on **Weekly** as the period, select the week whose report you want, from the drop down menu as shown in the picture below.



Click on **get report** and a list of Health Facilities will appear with details about expected reports, actual reports, etc as shown in the picture below. Download options are available. The PDF option does not allow edits, but CSV and Excel options do. From this, one is able to tell which facilities reported and those that did not.



Abarilela Subcounty - STKA: ARV Stock Regimens (Adults) - 2019W51

Name	Actual Reports	Expected Reports	Percent	Reports On Time	Percent On Time
Inyigo HC II	0	1	0	0	0
Abarilela HC III	0	1	0	0	0
Abarilela Subcounty	0	2	0	0	0

Session 11: SMS Reporting Guideline

To send facility reports via SMS, the following steps are taken;

1. Fill in the compilation tool with the **balance on hand** from the **stock card**, and then after using the filled in tool, compose the SMS. A copy of data compilation tool is shown below.

INDICATOR	Pack size	Code	Balance on hand (Packs)
What is the balance on hand (Quantity available) for the following regimens			
<i>This is the quantity of the ARV regimens available currently in store.</i>			
<i>Source: Stock Card (Column- Balance on Hand)</i>			
ADULT FORMULATIONS			
Adult Single Dose Regimens			
NVP 200mg	60	a	
EFV 600mg	30	b	
ABC 300mg	60	c	
ETV 100mg	60	d	
3TC 150mg	60	e	
AZT 300mg	60	f	
RAL 400mg	60	g	
ATV 300mg	30	h	
RTV 100mg	60	i	
Darunavir 300mg		j	
DTG 50mg	30	s	
DRV 600mg	60	u	
DRV 150mg	240	v	
Adult Double Dose Regimens			
ABC/3TC 600/300mg	30	k	
AZT/3TC 300/150mg	60	l	

2. Each reporting section (Reports for both current stock and received stock) will have two (2) separate reports on drugs for Adults and Children e.g Reporting Stock Status (*STKA* and *STKC*), Reporting Received Stock (*RCDA* and *RCDC*)
3. Reports are submitted by sending an SMS with report details to a short code **6767** using any mobile phone network. (**Messages are free, no need for airtime**)
4. All phone numbers to be used for reporting should be registered into the RASS back-end system.
5. For stock status, one SMS is expected a week.
6. For received stock, is reported every time we receive stock at the health centre, here we report all kinds of receipt i.e, those received from a warehouse and elsewhere.
7. **Rapid-test-kits** are reported using the same code **RTK** for both current and received stock

INDICATOR	Pack size	Code	Balance on hand (Packs)
RTK (Stock Status)			
What is the balance on hand (Quantity available) for the following regimens			
<i>This is the quantity of the ARV regimens available currently in store.</i>			
<i>Source: Stock Card (Column- Balance on Hand)</i>			
Determine HIV 1/2 Test		a	
Stat-Pak HIV 1+2 Test		b	
Serum cRAG Test kit		c	
SD Biline HIV 1/2 Test		d	
HIV Syphilis DOU		i	
RTK (Received Stock)			
What are the quantities received for the following Regimens			
<i>This is the quantity of the ARV regimens received at time T.</i>			
<i>Source: Stock Card (Column- Qty In, Losses/Adjustment)</i>			
Determine HIV 1/2 Test		e	
Stat-Pak HIV 1+2 Test		f	
Serum cRAG Test kit		g	
SD Biline HIV 1/2 Test		h	
HIV Syphilis DOU		j	

Session 12: SMS Formats and Feedback Messages

A). SMS FORMAT

{CODE}<SPACE>Data element1}.{Value1} [{Data element2}.{Value2}...]

e.g.

STKA <SPACE> **a.1.b.2**

Where;

STKA – Is the code for Current Stock

a – Is the code representing data element *NVP Adults regimen single dose*

b – Is the code representing data element *EFV Adults regimen single dose*

1 & 2 – Are the respective quantities or packs

Notes:

1. Every section has two report codes for both adult and children formulations as described in the next section below;

2. The alphabets in the SMS report reference the respective regimens in the compilation tool. The referenced regimes are predetermined by the reporting code. E.g. if the reporting code is **STKC**, then the regimens referenced will be Current stock for Children regimens.
3. The numbers in the SMS report indicate the quantities for each of the regimens.
4. All SMS reports **MUST** be sent to the shortcode **6767**

SMS REPORTING CODES

STOCK [Current Regimens]

Adult Regimens [Report Code: **STKA**]

STKA <SPACE> a.1.b.2.c.3.d.4.e.5.f.6.g.7.h.8.i.9.j.10.k.11.l.12.m.13.n.14.o.15.p.16

Children Regimens [Report Code: **STKC**]

STKC <SPACE> a.1.b.2.c.3.d.4.e.5.f.6.g.7.h.8.i.9.j.10

STKC	a.1	b.2	c.3	d.4	e.5	f.6	g.7	h.8	i.9	j.10
-------------	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

RECEIVED [New Regimens]

Adult Regimens [Report Code: **RCDA**]

RCDA <SPACE>a.1.b.2.c.3.d.4.e.5.f.6.g.7.h.8.i.9.j.10.k.11.l.12.m.13.n.14.o.15.p.16.w.y

Children Regimens [Report Code: **RCDC**]

RCDC <SPACE> a.1.b.2.c.3.d.4.e.5.f.6.g.7.h.8.i.9.j.10.w.y

RCDC		a.1	b.2	c.3	d.4	e.5	f.6	g.7	h.8	i.9	j.10	w.y
-------------	--	-----	-----	-----	-----	-----	-----	-----	-----	-----	------	-----

RAPID TEST KITS [Both Stock Status and Received Stock]

Rapid Test Kits [Report Code: **RTK**]

RTK <SPACE> a.1.b.2.c.3.d.4.e.5.f.6.g.7.h.8.i.9.j.10.w.y

B). SMS FEEDBACK MESSAGES

Each time an SMS report is sent, a feedback message is sent to the sender's phone number indicating the status of the report. i.e. Whether the report was received and processed successfully or was received and not processed [faulty reports] with possible causes of failure. Below are the expected feedback messages and their explanations.

Reply message if no codes are sent (only the command)

Please resend using this format (x=number of packs) : STKA<space> a.x.b.x.c.x.d.x.e.x.f.x.g.x

Wrong SMS format

Report Not Processed. Please Resend the Correct Format. Use STKA<SPACE>a.x.b.x.c.x.d.x.e.x.f.x.g.x. (x = the number).

Non-Registered Numbers

Report not processed. The phone number used is not registered in the system.

Phone number is registered in more than one facility

Report not processed. The Phone number used is assigned to more than one Health Facility.

Success Message

Thank you. Your STKA report was received.

Session 13: Compiling and Sending SMS Reports

1. After filling in the compilation booklet, compose the SMS.
2. Go to your phone, under messages, create a new message
3. Use the recommended format to write the message
4. Send the message to 6767
5. Wait for feedback

Session 14: Practice Session

Session 15: RASS Backend Analytics - Pivot Tables

With the Pivot table app, you can create pivot tables based on the data entered in RASS. A pivot table is a dynamic tool for data analysis which lets you summarize and arrange data according to its dimensions.

The dimensions are as follows:

1. What: This is the data that has been entered such as the ARV regimen.
2. When: The time period for which the data was entered. For example, the week reported on, month, etc.
3. Where: The organization unit under which the data was reported. For example the facility, district or sub-county.

From the above dimensions, you can freely select items to include in the pivot table.

A pivot table can arrange data dimensions on columns, rows and as filters.

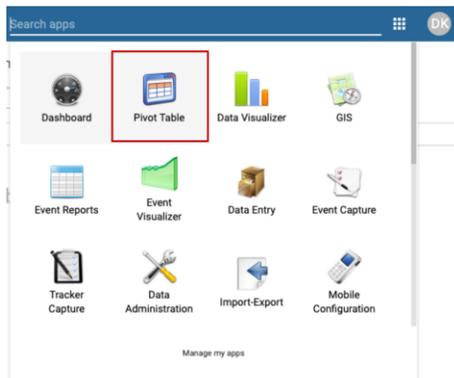
Create a pivot table

1. When logged in to RASS, go to the top right hand and select the **Apps** button.

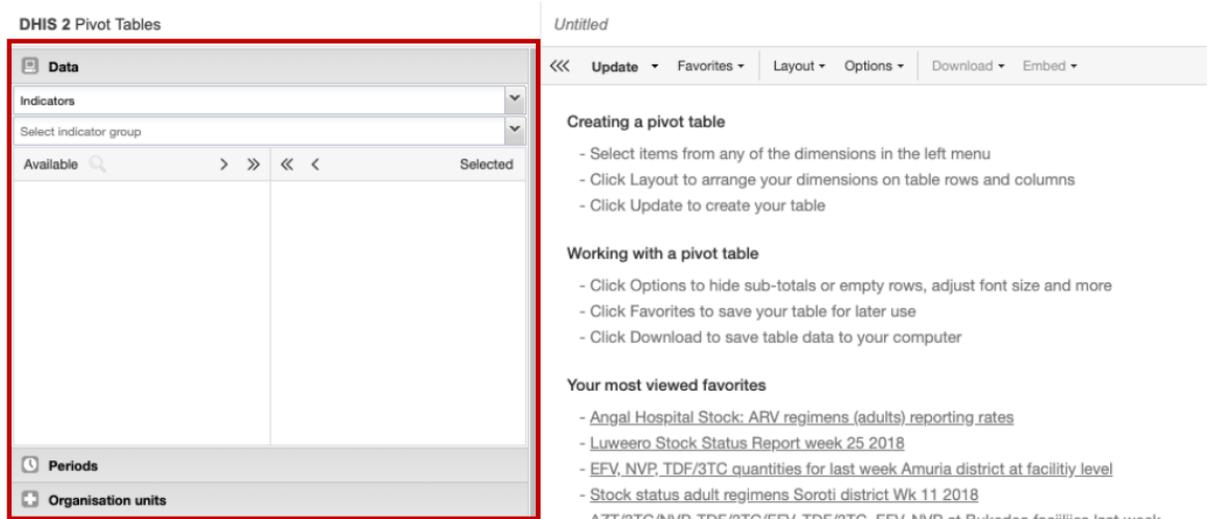


Add stuff by searching from the search field above

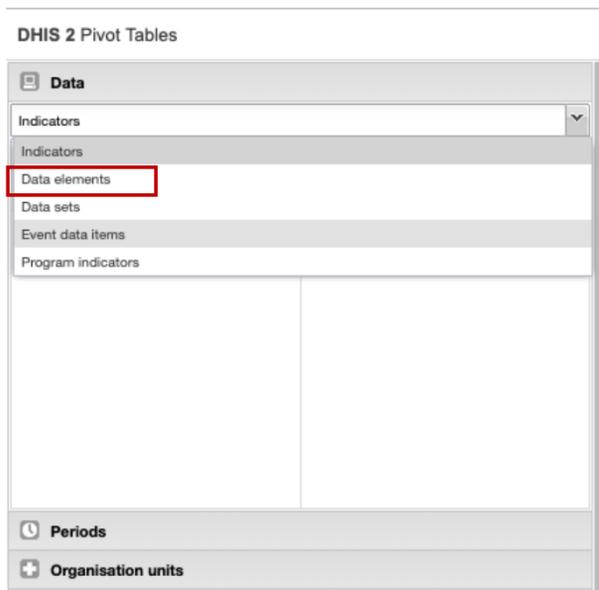
2. Within the menu that appears, select **Pivot Table**



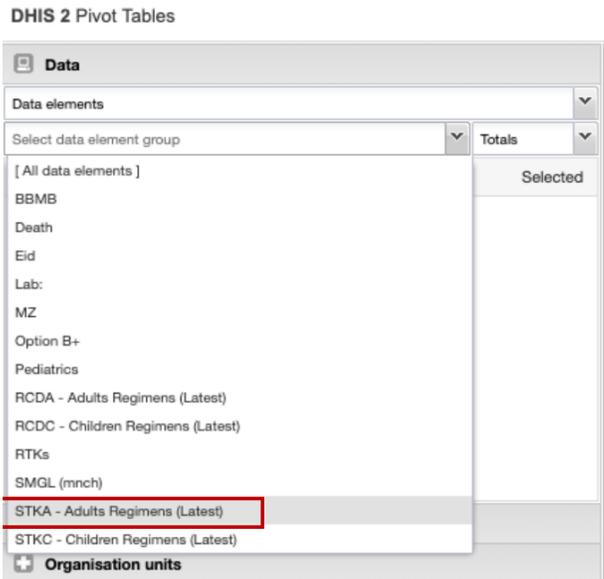
3. The pivot table screen will appear. In the menu on the left, the three dimensions are in the list shown; Data, Periods and organization units.



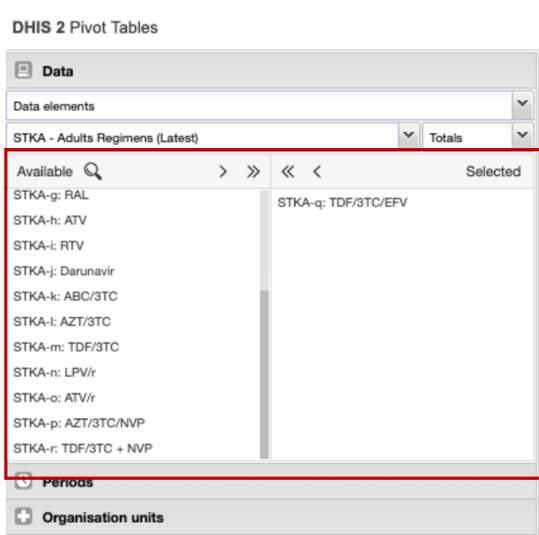
4. Click on Data, then in the first drop down, select the data dimension items you would like to analyze. For example data elements or indicators. In this case, select data elements.



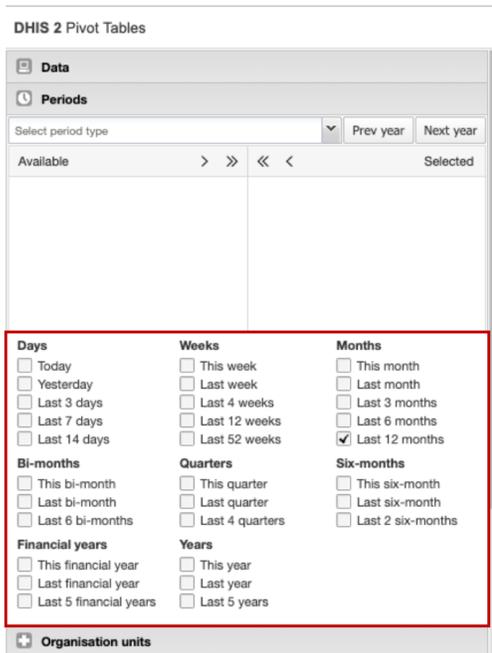
5. Go on to select the data element group of interest. The different regimens are placed in different data element groups. The existing data element groups are the following:
 - ❖ RCDA - Adults Regimens (Latest) (For adult regimens received)
 - ❖ RCDC - Children Regimens (Latest) (For children regimens received)
 - ❖ STKA - Adults Regimens (Latest) (For adult regimens in stock)
 - ❖ STKC - Children Regimens (Latest) (For children regimens in stock)



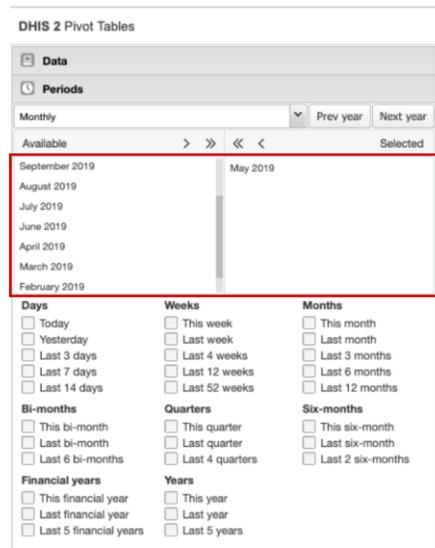
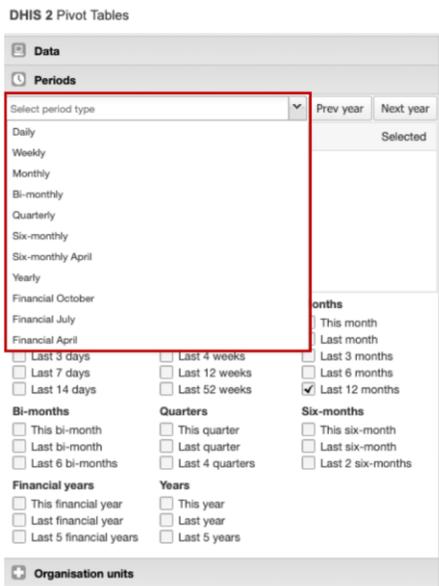
6. Select the particular regimens under that data element group that you are interested in. For example STKA-q:TDF/3TC/EFV. This can be done by double-clicking on the regimen so it can appear on the right-hand side.



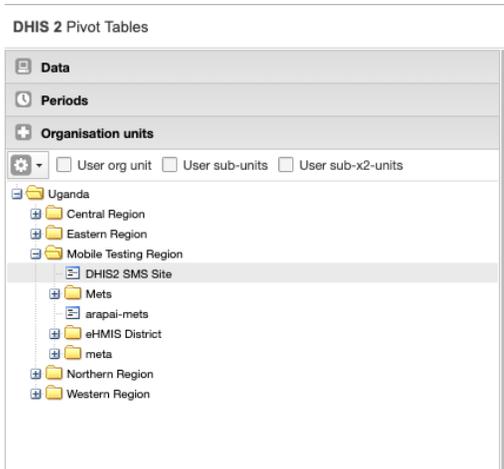
7. The WHAT has now been selected. Go on to select the period by clicking on the period tab. Select the period of interest by;
 - ❖ Clicking on the checkbox next to it (for the relative periods)



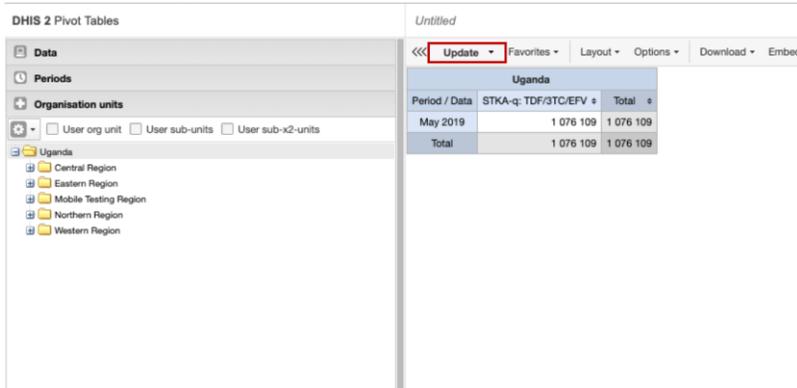
- ❖ For fixed periods, go to the drop-down 'Select period type', select the type of period of interest for example monthly. Then double click on the month of interest.



- WHAT and WHEN have now been selected. Go on to select the WHERE. Click on the organization units tab. Then select the organization unit of interest. For example a facility.



After selecting your what, when and where. Click on update to view your pivot table.

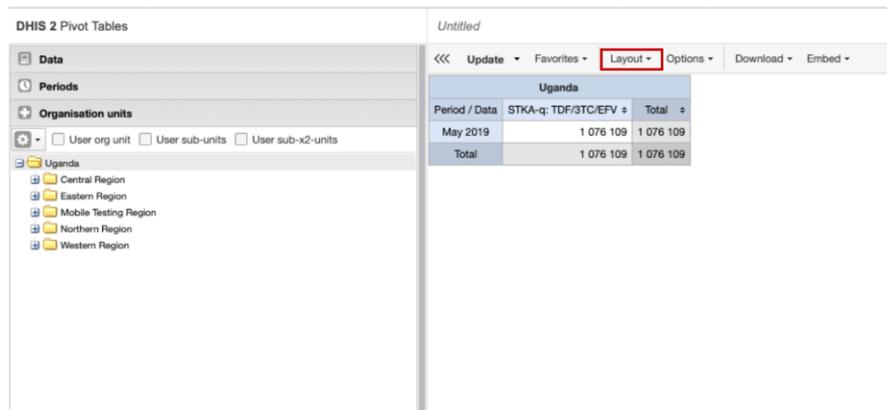


There you should be able to see your pivot table now.

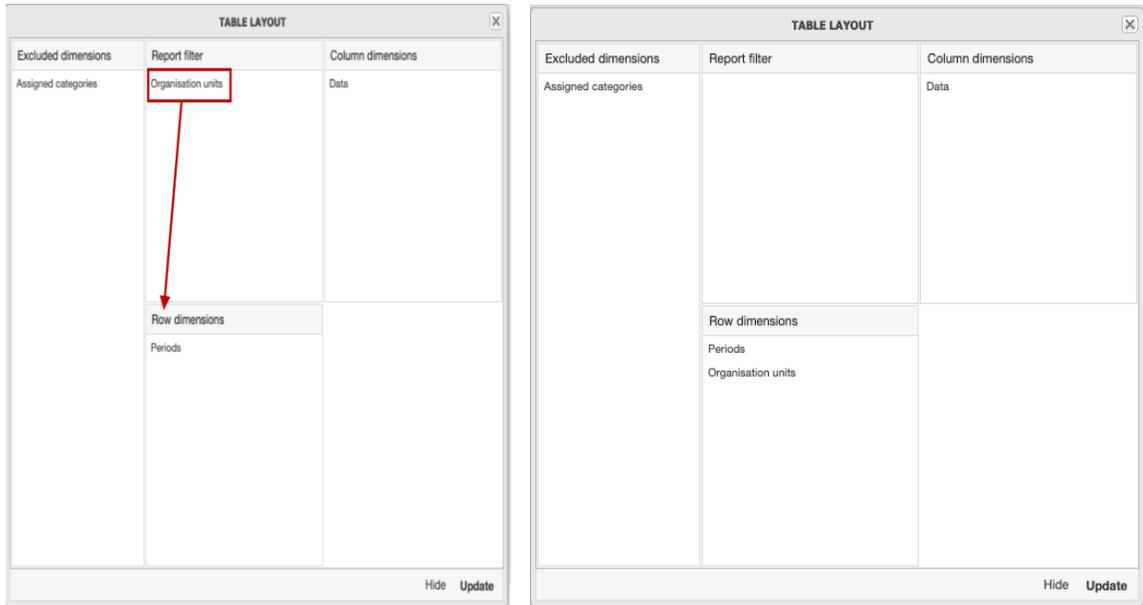
Modify the pivot table layout

After creating your pivot table, you can select the arrangement you would like for it.

1. Click the layout button in the top menu to open your layout screen.



- You can now position your data dimensions as table columns, rows or filters by clicking and dragging the dimensions from the dimensions list to the respective column, row, and filter lists. For instance, you can click on 'organisation units' and drag it to the row list in order to position the organization unit dimension as table rows.



- After you have set up your pivot table layout, click “update” to render your pivot table, or click “Hide” to hide the layout screen without any changes taking effect. Since we in our example selected both period and organization to appear in rows, the pivot table will generate all combinations of the items in these dimensions and produce a table like this:

Period	Organisation unit / Data	STKA-q: TDF/3TC/EFV	Total
May 2019	Uganda	1 076 109	1 076 109
		1 076 109	1 076 109
Total		1 076 109	1 076 109

Change the display of your pivot table

To change the Display of your pivot table,

- Click options
- Select options as required

TABLE OPTIONS [X]

Data

- Show column totals
- Show row totals
- Show column sub-totals
- Show row sub-totals
- Show dimension labels
- Hide empty rows
- Skip rounding

Aggregation type:

Organisation units

- Show hierarchy

Events

- Include only completed events

Style

Display density:

Font size:

Digit group separator:

Legend set:

Legend display style:

General

Table title:

Parameters (for standard reports only)

Description	
Show column totals	Displays total values in the table for each row and column, as well as total for all values in the table.
Show row totals	
Show column subtotals	Displays subtotals in the table for each dimension If you only select one dimension, subtotals will be hidden for those columns or rows. This is because the values will be equal to the subtotals
Show row subtotals	
Show dimension labels	Shows the dimension names as part of the pivot tables
Hide empty rows	Hides empty rows from the table. This is useful when you look at large tables where a big part of the dimension items don't have data.
Skip rounding	Skips the rounding of data values, offering the full precision of data values.
Aggregation type	The default aggregation operator can be overridden here, by selecting different aggregation operator.
Show hierarchy	Shows the name of all the ancestors for organisation units, for example Uganda/Northern Region/Yumbe District/Apo subcounty/Apo HCII

Include only completed events	Includes only completed events in the aggregation process. This is important in excluding datasets which are only partially entered
Display density	Controls the size of the cells in the table. You can set it to comfortable, normal and compact.
Font size	Controls the size of the table text font.
Digital group separator	Controls which character to separate groups of digits or 'thousands'. Can be set to comma, space or none.
Legend set	Shows a colour indicator next to the values.
Legend display style	Color the text or background of cells in pivot tables based on legend sets. You can use this option for scorecards.

3. After selecting the required options, click update so that they can be applied to your pivot table.

Manage Favourites

Saving your tables as favourites makes it easy to find them later. You can also choose to share them with other users as an interpretation or display them on the dashboard.

Open a favorite

1. Click Favorites > Open.

The image shows two screenshots of a pivot table interface. The left screenshot shows the 'Favorites' dropdown menu highlighted in red. The right screenshot shows the 'Open' option in the dropdown menu highlighted in red.

Uganda		
Period / Data	STKA-q; TDF/3TC/EFV	Total
May 2018	449 559	449 559
June 2018	817 879	817 879
July 2018	2 088 410	2 088 410
August 2018	1 671 697	1 671 697
September 2018	1 583 691	1 583 691
October 2018	2 162 355	2 162 355
November 2018	1 461 589	1 461 589
December 2018	1 570 933	1 570 933
January 2019	1 437 102	1 437 102
February 2019	1 714 796	1 714 796
March 2019	2 281 437	2 281 437
April 2019	2 924 037	2 924 037
Total	20 163 485	20 163 485

2. Enter the name of the favorite in the search field, or click Prev and Next to display favorites.

OPEN FAVORITE

yumbe

NAME	LAST UPDATED	
STKA Yumbe Last quarter	2018-06-26, 14:29	  
Table for STKA Yumbe HCIV JUNE 2018	2018-06-26, 16:56	  
TABLE SHOWING STKA & STKC REPORTING RATES FOR THE LAST 12 WEEKS IN YUMBE DISTR	2018-01-31, 15:38	  
TABLE SHOWING STOCK STATUS ADULT FOR 15TH -21ST JAN 2018 FOR YUMBE DISTRICT	2018-01-31, 12:20	  
TABLE SHOWING STOCK STATUS FOR ADULTS FOR THE LAST 12 WEEKS IN YUMBE DISTRICT	2018-01-31, 15:45	  
TABLE SHOWING STOCK STATUS FOR CHILDREN FOR THE LAST 12 WEEKS IN YUMBE DISTRIC	2018-01-31, 16:15	  
Table showing Yumbe district rates on STKA & STKC for the last 12 wks	2018-01-31, 14:34	  
YUMBE HCIV STKA WK32	2018-08-15, 15:20	  
Yumbe RASS Reporting Rates - Wk01 - Wk29	2017-07-30, 08:35	  
yumbe stka	2018-08-16, 10:36	  
YUMBE STOCK STATUS WK31	2018-08-16, 10:36	  

Page 1 of 1 Prev Next

Save a favorite

1. Click favorites > Save as

Untitled

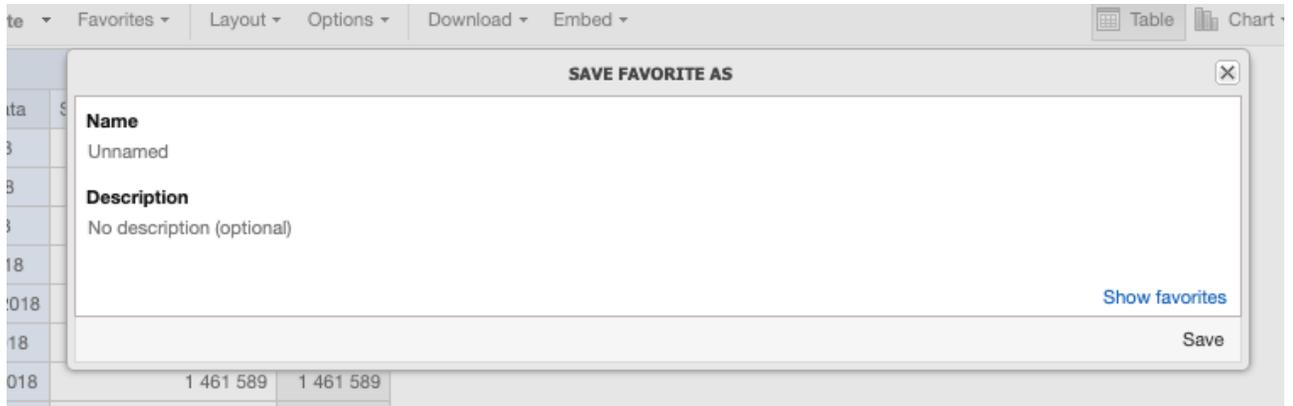
<< Update Favorites Layout Options De

Uganda		
Period / Data	STKA-q: TDF/3TC/EFV	Total
May 2018	449 559	449 559
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Total	20 163 485	20 163 485

<<< Update Favorites Layout Options

New		
Open		Total
Save		449 559
Save as		817 879
Rename		2 088 410
Translate		1 671 697
Share		1 583 691
Write interpretation		2 162 355
Get link		1 461 589
Delete		1 570 933
		1 437 102
		1 714 796
		2 281 437
		2 924 037
		20 163 485
		20 163 485

2. Enter a name, title and description of your favorite then save



Download data from a pivot table

To download the data in the current pivot table:

1. Click Download.

Uganda		
Period / Data	STKA-q: TDF/3TC/EFV	Total
May 2018	449 559	449 559
June 2018	817 879	817 879
July 2018	2 088 410	2 088 410
August 2018	1 671 697	1 671 697
September 2018	1 583 691	1 583 691
October 2018	2 162 355	2 162 355
November 2018	1 461 589	1 461 589
December 2018	1 570 933	1 570 933
January 2019	1 437 102	1 437 102
February 2019	1 714 796	1 714 796
March 2019	2 281 437	2 281 437
April 2019	2 924 037	2 924 037
Total	20 163 485	20 163 485

2. Under Table layout, click the format you want to download: Microsoft Excel, CSV or HTML. The data table will have one column per dimension and contain names of the dimension items.

Uganda		
Period / Data	STKA-q: TDF/3TC/EFV	Total
May 2018	449 559	449 559
June 2018	817 879	817 879
July 2018	2 088 410	2 088 410
August 2018	1 671 697	1 671 697
September 2018	1 583 691	1 583 691
October 2018	2 162 355	2 162 355
November 2018	1 461 589	1 461 589
December 2018	1 570 933	1 570 933
January 2019	1 437 102	1 437 102
February 2019	1 714 796	1 714 796
March 2019	2 281 437	2 281 437
April 2019	2 924 037	2 924 037
Total	20 163 485	20 163 485

Download ▾ Embed ▾

Table layout

- Microsoft Excel (.xls)
- CSV (.csv)
- HTML (.html)

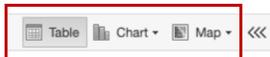
Plain data source

- JSON ▸
- XML ▸
- Microsoft Excel ▸
- CSV ▸
- Advanced ▸

Visualize a pivot table data as a chart or map

When you have made a pivot table you can switch between pivot table, chart and map visualization of your data.

1. Click Chart or Map > Open this table as chart. Your current pivot table opens as a chart.

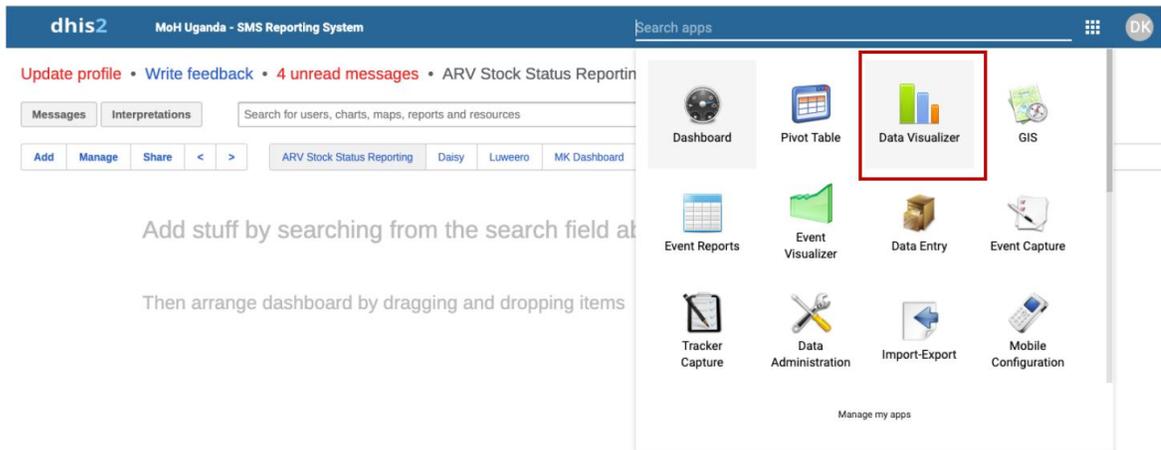


Session 16: RASS Backend Analytics - Data Visualizer

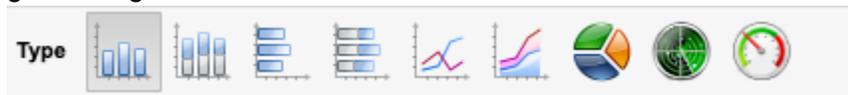
With the Data Visualizer app, you can select content, for example data elements, periods and organisation units, for an analysis.

Create a chart

1. In the Apps menu, click Data Visualizer



2. Data visualizer page will open. Go on to select the type of chart you are interested in generating.

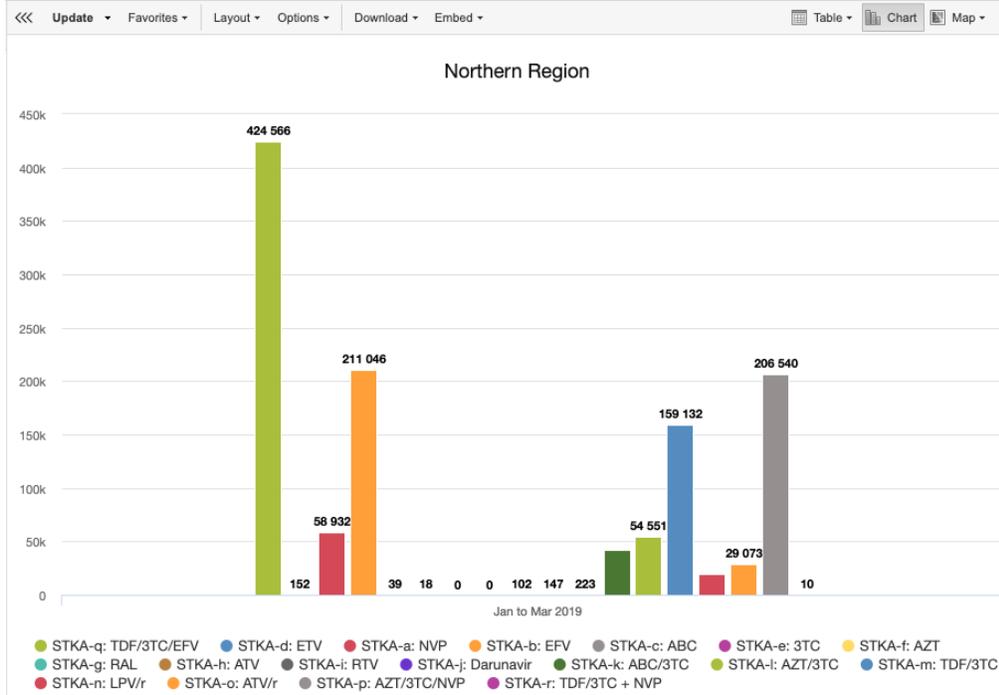


3. In the menu to the left, select the data, period and organisation unit you are interested in analyzing (your what, when and where). Just like we did when generating pivot tables. You must select one or more elements from all three dimensions - data(indicators, data elements, reporting rates), periods (relative, fixed) and organisation units (units or groups).

WHAT	WHEN	WHERE
<p>Data: Includes data elements, indicators and datasets (reporting rates), describing the phenomena or event of the data. (For</p>	<p>Periods: Describes when the stock status was reported on when the regimens were received</p>	<p>Organisation units: Describes which facility, district or region you would like to analyze</p>

example select the data set and the regimen of interest)		
--	--	--

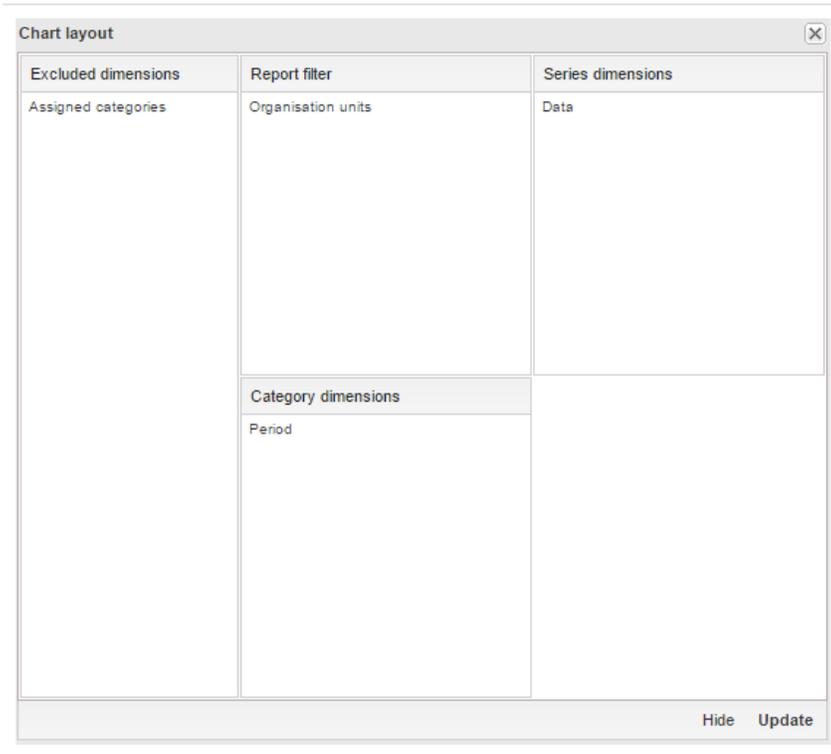
4. After making these selections, click **Update**.



Modify the chart layout

You can define which dimension of the data you want to appear as series, category and filter.

1. Click Layout
2. Drag and drop the dimensions to the appropriate space. Only one dimension can be in each section.



Series: A series is a set of continuous, related elements (for example periods or data elements) which you want to visualize in order to emphasize trends or relations in its data. The data dimension placed under series will appear in the legend.

Categories: A category is a set of elements for which you want to compare its data. The data dimension placed under category will appear on the x axis.

Filter: The filter selection will filter the data displayed in the chart.

3. Click Update.

Change the display of your chart

1. Click **Options**
2. Set the options as required

Option	Description
Show values	Show the values above the series in the chart
Hide empty category items	Hides the category items with no data from the chart
Show trend lines	Displays the trend line which visualizes how your data evolves over time.
Target value/title	Displays a horizontal line at the given domain value.
Base value	Displays a horizontal line at the given domain value.
Sort order	Allows you sort the values on your chart from either low to high or high to low
Aggregation type	Defines how the data elements or indicators will be aggregated within the chart.
Include only completed events	Includes only completed events in the aggregation process
Range axis min/max	Defines the minimum and maximum values which will be visible on the range axis
Range axis tick steps	Defines the number of ticks which will be visible on the range axis
Range axis	Defines the number of decimals which will be used for range

decimals	axis values
Range axis title	Type a title here to display a label next to the range axis (Y axis)
Domain axis title	Type a title here to display a label below the domain axis (X axis)
Hide chart legend	Hides the legend and leaves more room for the chart itself
Hide chart title	Hides the title of your chart
Chart title	Type any title here to display it above the chart

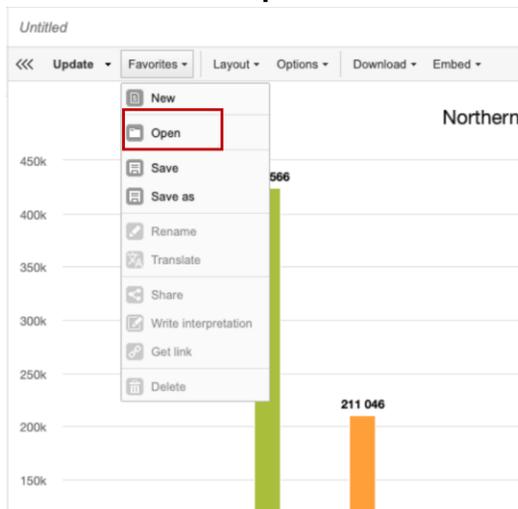
3. Click **Update**.

Manage Favourites

Saving your charts as favorites makes it easy to find them later. You can also choose to share them with other users as an interpretation or display them on the dashboard.

Open a favourite

1. Click **Favorites > Open**



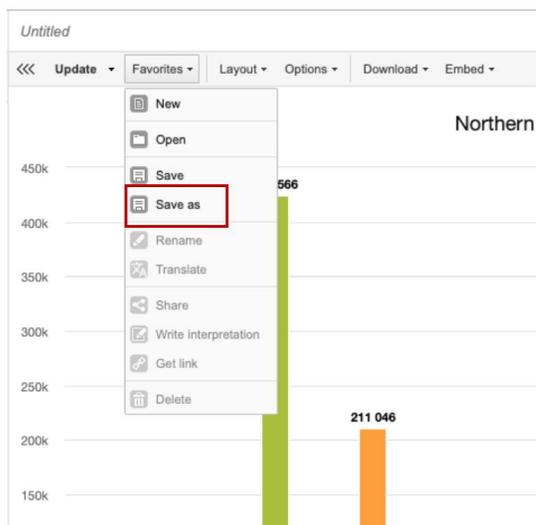
2. Enter the name of a favorite in the search field, or click Prev and Next to display favorites

OPEN FAVORITE			
Search for favorites..			
NAME	LAST UPDATED		
Adjumani STKA wk 1	2018-02-01, 11:41		
Adjumani STKA wk 2	2018-02-01, 11:49		
Adjumani STKA wk 3	2018-02-01, 11:51		
Adjumani STKA wk 4	2018-02-01, 11:53		
Adjumani STKC wk 1	2018-02-01, 11:58		
Adjumani STKC wk 2	2018-02-01, 12:05		
Adjumani STKC wk 3	2018-02-01, 12:22		
Adjumani STKC wk 4	2018-02-01, 12:23		
Adults ARV stock status - Reporting Rate Last week	2017-07-27, 07:12		
A GRAPH SHOWING STOCK STATUS FOR PREFERED 1ST LINE REGIMEN FOR ADULT (TDF/3'	2018-02-16, 02:49		
Amuria: RCDA-Adult Regimens (Latest): Last Week	2018-06-12, 15:17		

Page 1 of 21 Prev Next

Save a favorite

1. Click Favorites > Save as



2. Enter a name, title and a description for your favorite

SAVE FAVORITE AS ✕

Name
Unnamed

Description
No description (optional)

[Show favorites](#)

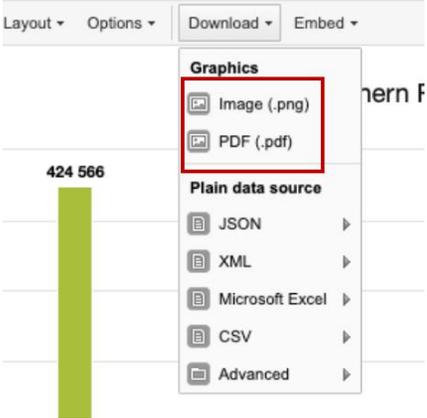
Save

3. Click save

Download a chart as an image or PDF

After you have created a chart you download it to your local computer as an image or PDF file.

- 1. Click Download
- 2. Under Graphics, Click Image or PDF



Open a chart as a pivot table or map

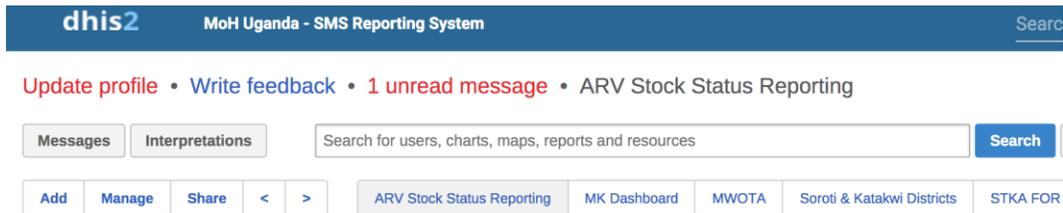
When you have made a chart you can switch between pivot table, chart and map visualization of your data.

- 1. Click Table or Map > Open this chart as table. Your current chart opens as a pivot table.



Session 17: Managing Back-end (DHIS2) Dashboards

The RASS backend system (DHIS2), presents an application called Dashboard that allow users organize and save their reports generated using *pivot-tables*, *date visualizer* & *GIS* for quick reference.

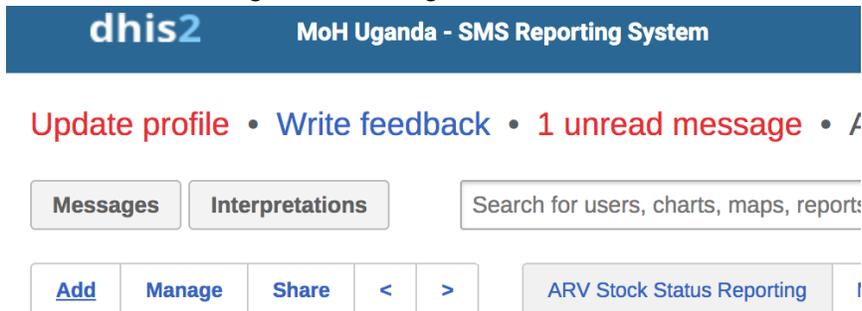


Add stuff by searching from the search field above

Then arrange dashboard by dragging and dropping items

Create a New Dashboard

Login using your credentials, on the landing page, use **ADD** to create a new dashboard, give your dashboard meaning full name e.g *ARV Stock Status Gulu District*. See image below



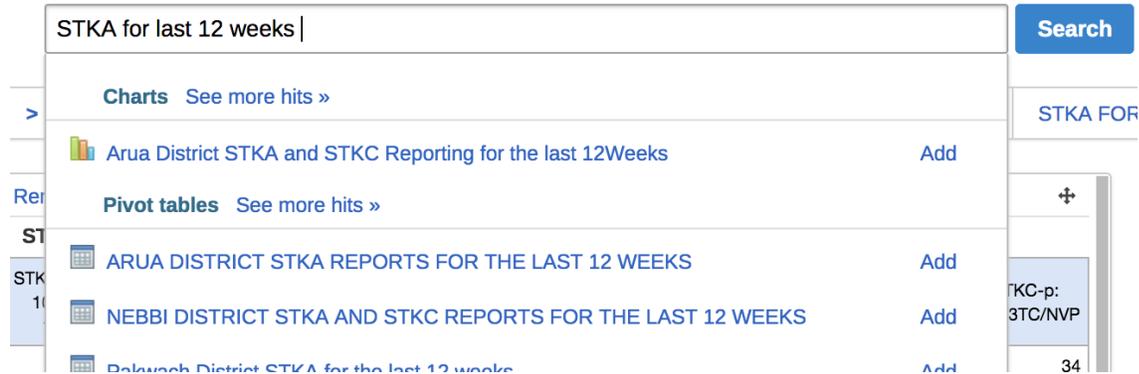
Add stuff by searching from

Add reports on your dashboard

Use the search and type the name of the report you generated and saved in favorites using pivot table or data visualizer, as you are typing a list will be presented on a



drop down, on the right side of your report click on **Add** this will move your report onto the dashboard. Repeat the process to add all your reports. See image below



Managing your dashboard

Use the menu item shown on the right to manage (rename, delete) and share your dashboard.



On top of each you report, you have a menu:



1. Explore: This will take you to the original application you used to create the report i.e(pivot table or data visualizer), in case you want to make changes on your report.
2. Resize: It helps you change the size of your report
3. Share interpretation: In case you have shared your report with other members, they can use this section to write feedback or comment on your report
4. Remove: Use this to delete the report from the dashboard

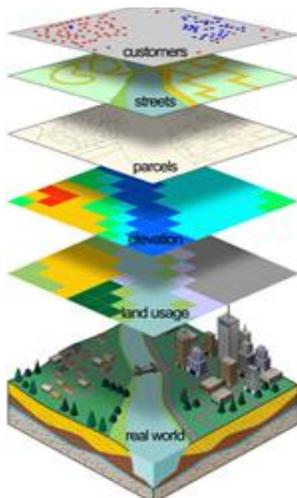
Session 18: Practice Session

Session 21: RASS Backend Analytics - GIS

GIS Introduction

All maps in the DHIS2 GIS module are choropleth or proportional symbols when they are linked with data. Basically, choropleth maps display geographical data (such as district boundaries) as colored polygons based on the data value for that particular area. Proportional symbol maps display coordinates of sites with symbols (circles in DHIS2) whose size depends on the value which corresponds to that particular site. Sites with larger values would typically have a larger circle, while sites with a small value would have a small circle. It is also possible to combine proportional symbols with differing colors.

The DHIS2 GIS app supports multiple “layers”. You can think of a GIS layer as a particular type of data. Layers can be stacked on top of each other to be combined into a single visual analysis. A satellite image (think Google Maps) can be used as a layer, often the base layer, upon which you add additional layers (such as site locations) on top of. Layers can also have “transparency” which determines the degree to which the layers blend into each other visually. The following diagram shows how layers are used in GIS (Simply a stack of layers, each layer containing specific data).

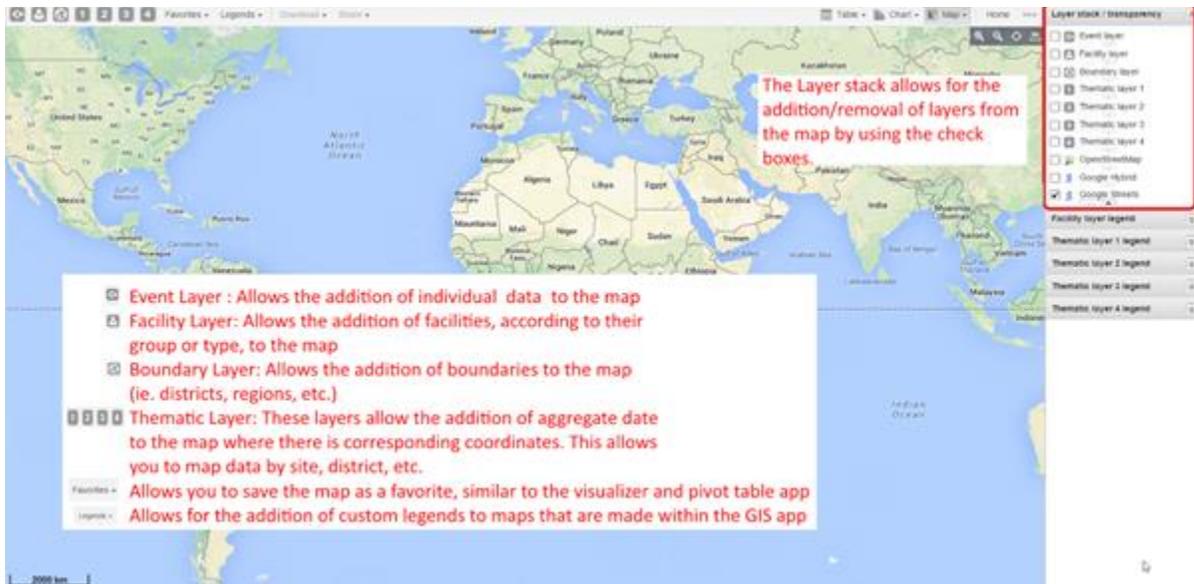


Create Analysis with GIS Maps

GIS App: Access the GIS app through the DHIS2 App tray



GIS App “Home Page”

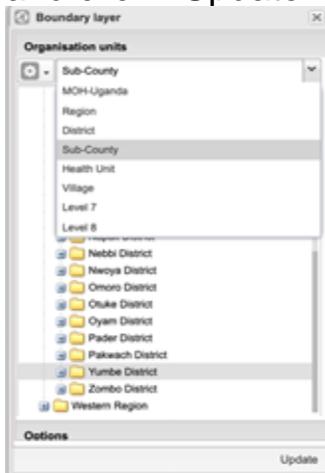


Add Boundaries using the Boundary Layer

Click the Boundary Layer Icon, then “Edit Layer”



With Yumbe District Orgunit highlighted select “Sub-County” as your level and click <Update>



The Yumbe District Sub county boundaries will be added to the map



Add data elements to Maps using the Thematic Layers

Click on the Thematic Layer Icons (1 – 4)



Click “Edit Layer”



Thematic layer 2

Data and periods

Item type: Data element

Group: STKA - Adults Regimens (Latest)

Data element: STKA-a: NVP Totals

Period type: Weekly

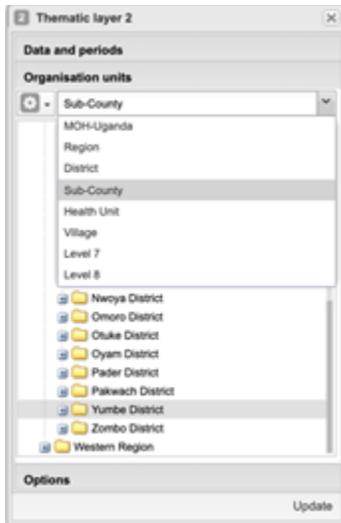
Period: W42 - 2019-10-14 - 2019-10-20

Organisation units

Options

Update

- Select the type of value you wish to display (Indicator, Data element, or Reporting rates). In the context of RASS, it should be a “Data element”
- Select the RASS Data Element Group e.g STKA – Adult Regimens and one of the data elements in the selected group. E.g. STKA-a: NVP
- Select the period type “Weekly” and one of the desired period of analysis, e.g. 2018W42
Select “Yumbe District” as the org unit and “Sub-county” as the level.

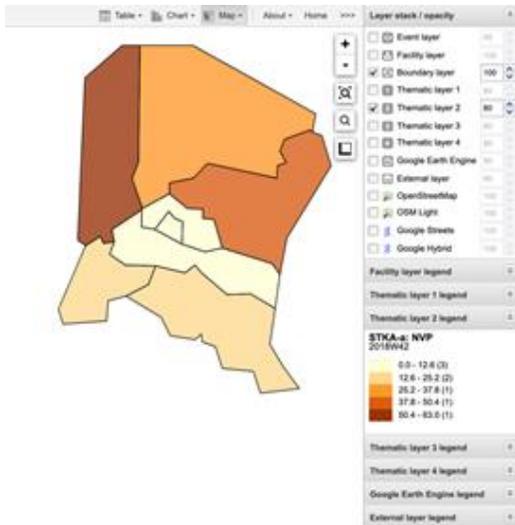


Select the Options tab to define the Map's legend.



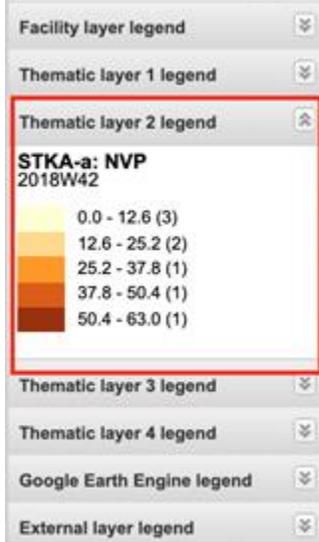
- a) Legend Type: Automatic (determined by DHIS2) or Predefined (determined by the user; this feature will be demoed as well)
- b) Classes/method: The number of categories the data will be grouped into/the method in which they will be separated into categories (equal counts: the data will be spread so each category has the same number of data values in each category; equal intervals: the data is separated such that the values are contained within equal intervals)
- c) Low color/size: The color of values towards the lower end of the data scale/the relative size of these values
- d) High color/size: The color of values towards the top end of the data scale/the relative size of these values
 - a. DHIS2 creates an automatic color scale between these two colors and applies them to the data categorizations that the user has selected

Click <Update> to see the following map



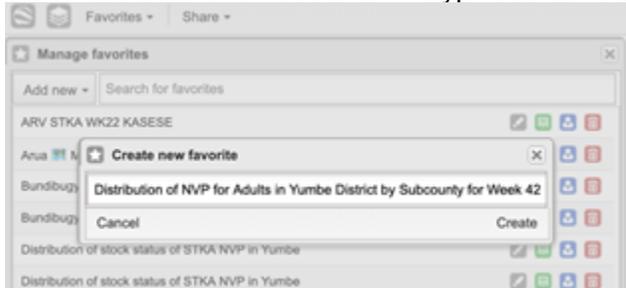
Thematic Layer Legends

Legends describe the data (range) on the Map using colors and Icons. Click on the a desired orgunit on the map (area) for specific values.



Save the map as a favorite “Distribution of NVP for Adults in Yumbe District by Subcounty for Week 42 2018”

Click on favorites -> add new -> Type favorite label -> Create



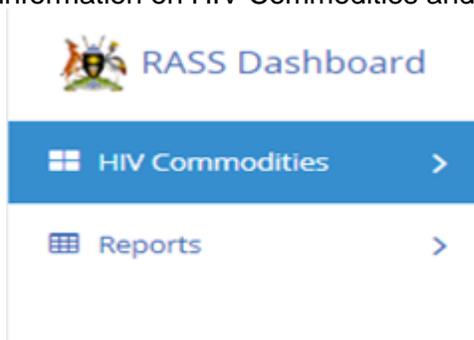
Session 22: RASS Dashboard

Overview

RASS Dashboard is a web-based online application used for managing ART logistics (ARVs & Rapid HIV Test kits) using stock data reported from accredited health facilities. It can be accessed using the URL; <http://rass.mets.or.ug>

RASS Dashboard is broadly divided into two (2) major layouts; the Menu layout and the Content layout.

Menu Layout: This layout contains navigation links to the dashboard. E.g. Links to access information on HIV Commodities and Reports are found here.



Content Layout: All information available through the links (e.g. Stock Status) in the menu layout is displayed here.



Stock Status

Accessed by clicking on the stock status link in the menu layout.

The content layout for stock status has five (5) sections which are described below;

Section 1



This section is used to switch between adult, pediatric and RTKS formulations in the analysis as well as select the organization (herein referred as org) and period of analysis when Level/Period- Filter is clicked.

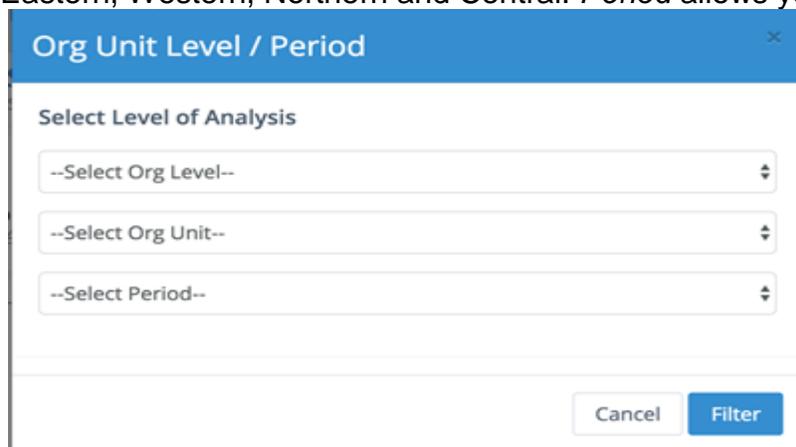
It has four (4) selection buttons on the right-hand side of the page; Adults, Pediatrics, RTKS and Level/Period Filter



Adults: Once selected, all analytics in Section 2 & 3 will be restricted to data from Adult ARV drugs only.

Paediatrics: Once selected, all analytics in Section 2 & 3 will be restricted to data from Paediatric ARV drugs only.

Level/Period Filter: Enables selection of level and period of analysis. *Org Level* allows you to choose from the three provided levels (National, Regional and District), *Org Unit* allows you to choose a unit under the selected level. Example of units under Regional level are Eastern, Western, Northern and Central. *Period* allows you to select a week for analysis.



Note: On opening the dashboard, the following selections default as follows;

ARV Drug Formulations / Category: *Adults*

Org Level: *National*

Org Unit: *Uganda*

Period: *Current reporting week*

Section 2

Stock Out Rate: 2019W21 (Uganda)

17.4% ▲
72 of 414 Health Facilities Stocked Out

Reporting Rate: 2019W21 (Uganda)

43% ▼
414 of 956 Health Facilities Reported [Missing Reports]

This section is subdivided into two (2) highlighting the reporting rates and stock out rates in terms of percentages for the selected level and period.

43% ▼

In each subsection, the actual number of facilities comprising of the numerator and denominator is displayed. A list of these facilities can be accessed through the linkable numbers provided.

[72 of 414 Health Facilities Stocked Out](#)

The icon next to the percentage shows an indicative performance () – Red icon is negative performance and Green icon is for positive. The performance is compared to the previous reporting period. Hovering (placing the cursor on it) on the icon shows the actual performance difference between the selected period and the last period relative to it.

Stock Out Rate
4.4% ▲
62.5% ▲

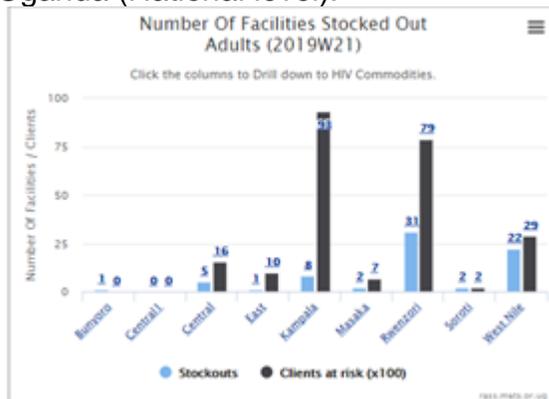
See a snapshot of a list of health facilities that are stocked out for Uganda, Week 21, 2019.

Health Facilities				
Health Facility	Sub County	District	Region	
Wakiso Epi Centre HC III GOVT	Wakiso Subcounty	Wakiso District	Kampala Region	
Nyadri HC III	Nyadri Subcounty	Maracha District	West Nile Region	
Kyondo HC III	Kitholhu Subcounty	Kasese District	Rwenzori Region	
Nsangl HC III	Nsangl Subcounty	Wakiso District	Kampala Region	
Kisugu HC III	Makindye Division	Kampala District	Kampala Region	
HOPE AGAIN MEDICAL CENTRE HCIII	Butiti Subcounty	Kyenjojo District	Rwenzori Region	
Kasusu HC III	South Division	Kabarole District	Rwenzori Region	
Karambi HC III (Kabarole)	Karambi Subcounty (Kabarole)	Kabarole District	Rwenzori Region	
Maracha HOSPITAL	Nyadri Subcounty	Maracha District	West Nile Region	
Kataraka HC IV	East Division	Kabarole District	Rwenzori Region	

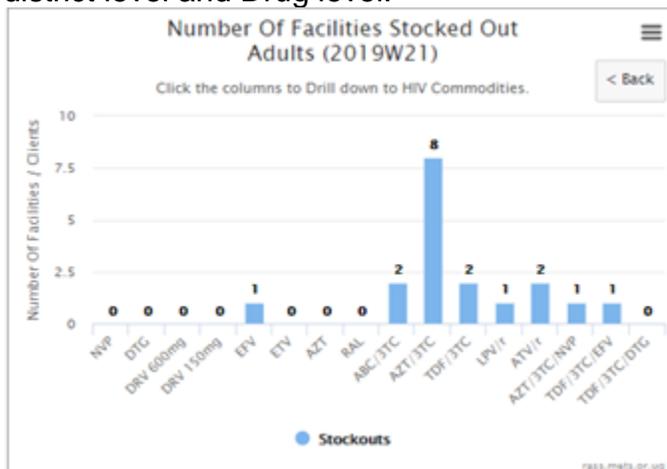
Section 3

This section has two (2) subsections showing a mber of facilities stocked out and a geographical distribution of stock out rates.

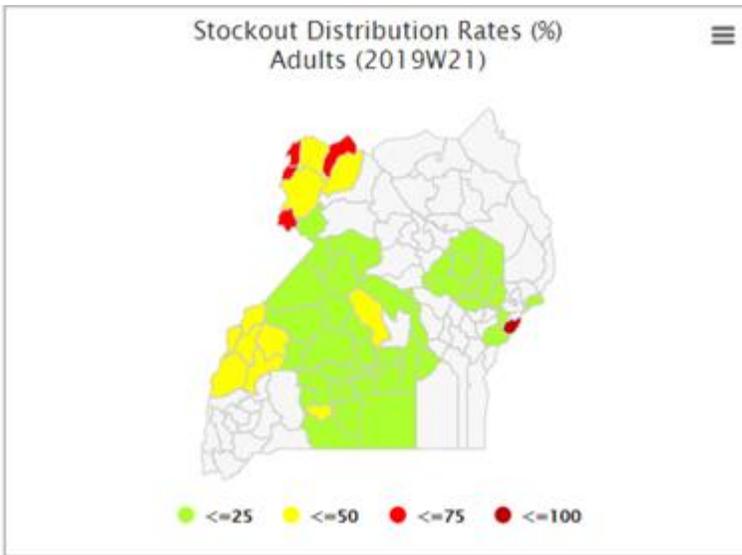
Subsection 1, has a column graph showing the number of facilities stocked out and the corresponding number of clients affected (In hundreds) for the current reporting regions in Uganda (National level).



The numbers can be disaggregated into districts and ARV Drugs by clicking on the desired column for Stock outs or Affected Clients. This graph allows one to know the number of facilities stocked out or number of affected clients due to stock outs at the regional level, district level and Drug level.



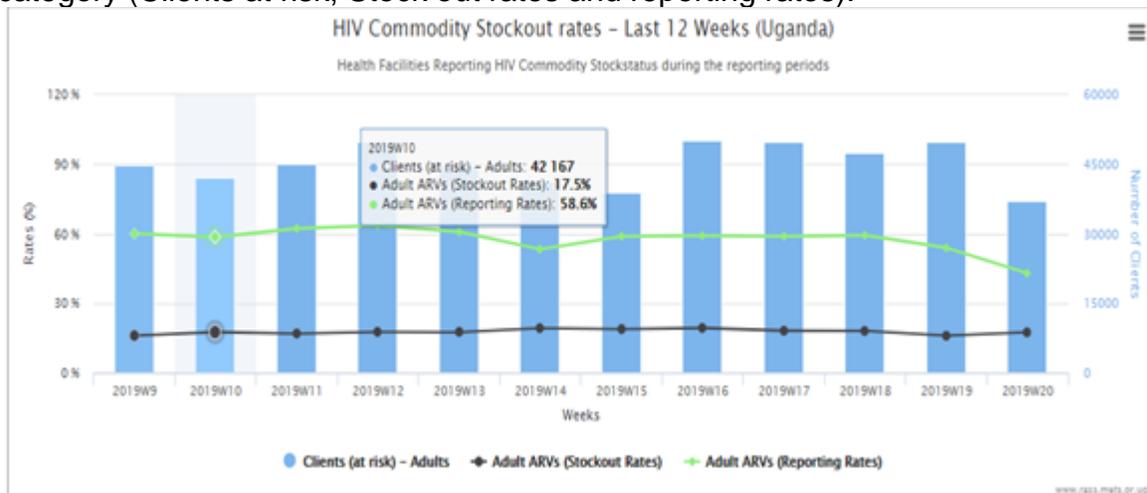
Subsection 2, contains a map showing stock out rate distribution per district (those with facilities currently reporting). Hovering on the desired district shows the actual stock out rate. The map has a legend below it describing the color codes on it (stock out rates and reporting rates).



Section 4

This shows the stock out and affected client trends for the past 12 weeks relative to the selected reporting period. The trends are for both Adults and Paediatric ARV Drugs and Clients.

Hovering on each column, shows gives quantitative information for each indicator per category (Clients at risk, Stock out rates and reporting rates).



Section 5

This section gives detailed information (in a tabular form) on the stock status for each ARV Drug that's being reported on by health facilities. The stock status is classified as under stocked, adequate stock, overstocked and stocked out. The numbers under these classifications correspond to the actual health facilities in the selected org unit. A list of facilities can be accessed by clicking on these numbers.

The number of clients on each ARV drug is also shown as well as the number of affected clients in case of stock out of that drug for the selected period.

Stock Status [HIV Commodities] - Number Of Facilities

Search:

Commodity	Category	#Under	#Adequate	#Over	#StockOuts	#Clients	#Clients at risk
AZT/3TC	Adult	20	117	238	39	8077	5233
ATV/r	Adult	18	117	261	18	3263	779
ABC/3TC	Adult	13	125	265	11	1366	483
NVP	Adult	32	79	293	10	5400	2006
TDF/3TC/EFV	Adult	64	61	281	8	73870	12305
TDF/3TC	Adult	24	59	324	2	8092	1269
EFV	Adult	11	61	336	6	7351	1055
LPV/r	Adult	13	122	274	5	1521	353
AZT/3TC/NVP	Adult	1	68	342	3	430	11
AZT	Adult	0	405	2	2	3	3

Showing 1 to 10 of 21 entries (filtered from 44 total entries)

Previous Next