

# DATA MANAGER

USER MANUAL

DATA  
FOR  
ALL

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## **Executive Summary**

The DFA Data Manager helps in the creation of a data warehouse that compiles data from multiple sources. This simplifies the process for the final dissemination of data. It allows for quick reports on and monitoring of development activities. With the ability to easily update the data warehouse, it allows for the management of data to be near real time. Through the Data Manager, administrators can add custom indicators, metadata in areas to the data warehouse as per their program needs.

## Getting Started

Here are the login credentials for accessing the DFA Data Manager:

Website: <https://demo.datamanager.dataforall.org/#/>

Login Credentials:

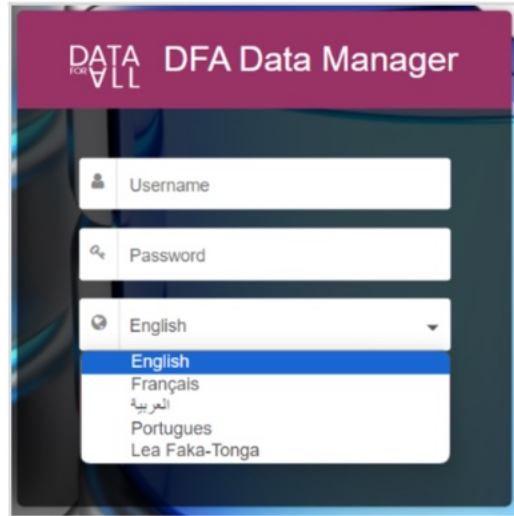
*Username: admin*

*Password: demo*

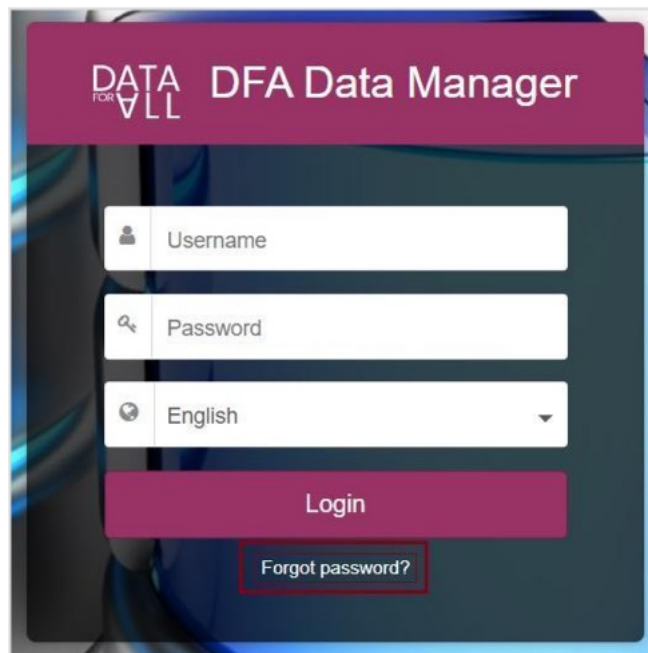
Once you're logged in, you'll have access to all the features and functionalities of the DFA Data Manager.



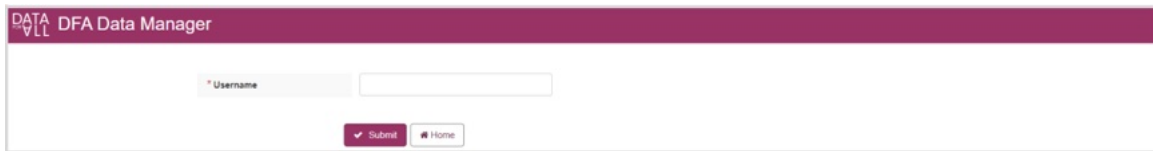
Once you've logged in with your credentials, you can select your preferred language for the interface. Just look for the dropdown menu where you can choose from the available languages. If there's only one language available, you won't see the dropdown menu, but if multiple languages are implemented for the Data warehouse, you may choose.



- To view the homepage, simply click on the **"Login"** button after entering your credentials.
- If you're having trouble logging in because you forgot your password, use the **"Forgot Password"** link.
- It'll guide you through the process of resetting your password so you can access the DFA Data Manager.



If you forgot your password, click the "Forgot Password" and we'll send a reset link to your email. Follow the steps to set a new password and return to the DFA Data Manager.



DFA Data Manager

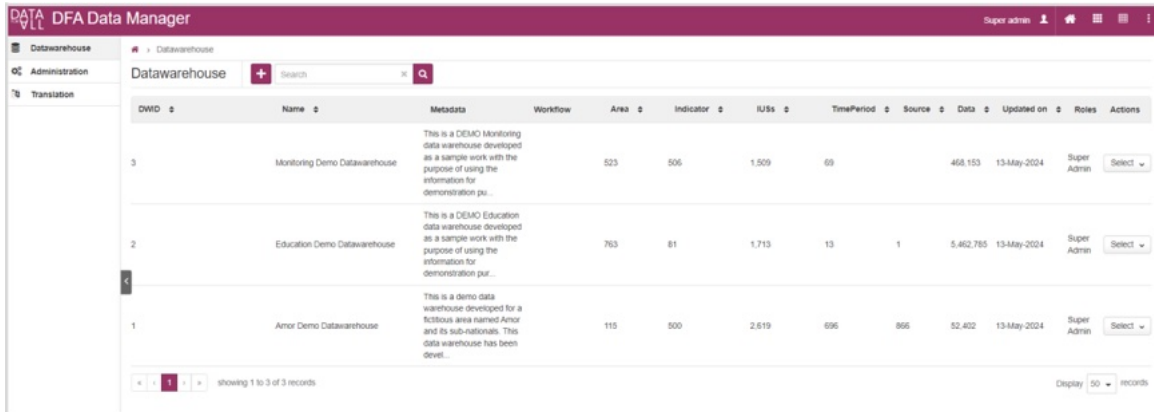
Username

[Submit](#) [Home](#)

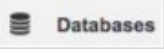







- After entering your valid email ID in the textbox and clicking "Submit," a password reset email will be sent to your inbox.
- If you click "Home," the task will be aborted, and you'll return to the homepage. A notification message will appear on the screen if the entered email address is invalid.
- Your account will remain inactive until you reset the password from the activation email.

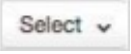


## Homepage Navigation

Once you've successfully logged in, you'll land on the homepage of the DFA Data Manager. This is your workspace, where you can configure the interface to your liking. Whether you're a user or an administrator, this is where you'll manage everything.



Browse through the homepage to familiarize yourself with its various features and capabilities.

	The homepage provides a default view showcasing the Data warehouses at a glance.
	The provided link grants access to the administration section, where Super Admins can manage the configuration of the interface. This section is exclusively visible to Super Admin users.
	The icon displays details specific to the logged-in user.
	Selecting the icon directs you to the homepage of the Data Manager.
	Accessing this icon reveals four options for logged-in users: About, Preferences, Version Log, and Logout.
	The icon facilitates the addition of new Data warehouses within the Data Manager.
	The icon assists in searching for existing Data warehouses within the tool.
	The icon aids in sorting the items listed beneath it.

	It displays options related to the highlighted Data warehouse.
	The back and forward arrows assist in navigating from one page to another.
	The dropdown menu allows you to select the number of entries to be displayed on the current page. You can adjust the number of entries according to your preference.



## Data warehouse

To view the listed Data warehouses in the application, simply click on "Data warehouse" from the left navigation panel. The Global **Data Warehouse** contains cross-sectoral data spanning various time periods, Indicator-Unit-Subgroup combinations, multiple sources, and different areas. It serves as the central repository of the KPIs used for country implementation.

DWID	Name	Metadata	Workflow	Area	Indicator	I/Us	TimePeriod	Source	Data	Updated on	Roles	Actions
3	Monitoring Demo Datawarehouse	This is a DEMO Monitoring data warehouse developed as a sample work with the purpose of using the information for demonstration pu...		523	506	1,509	69		468,153	13-May-2024	Super Admin	Select
2	Education Demo Datawarehouse	This is a DEMO Education data warehouse developed as a sample work with the purpose of using the information for demonstration pur...		763	81	1,713	13	1	5,462,785	13-May-2024	Super Admin	Select
1	Amor Demo Datawarehouse	This is a demo data warehouse developed for a fictitious area named Amor and its sub-nationals. This data warehouse has been devel...		115	500	2,619	696	866	52,402	13-May-2024	Super Admin	Select

The details of the Data warehouse are listed according to predefined columns, which are explained as follows:

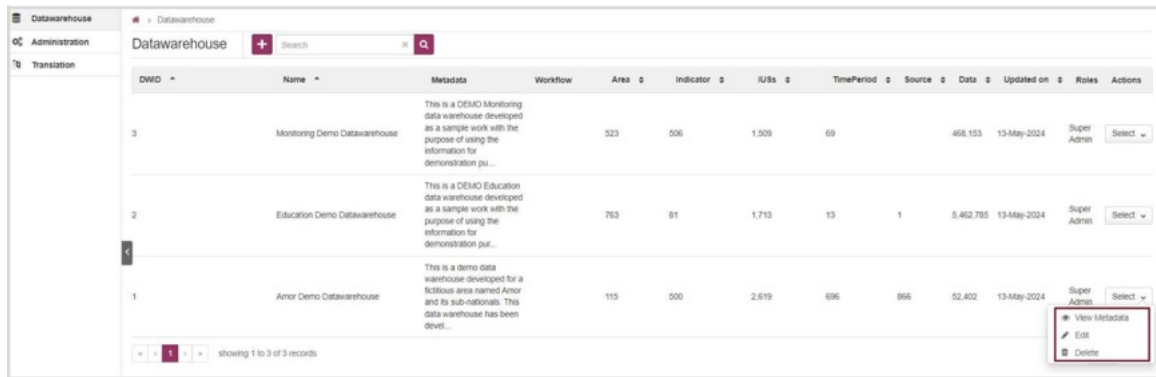
DWID	Name	Metadata	Workflow	Area	Indicator	I/Us	TimePeriod	Source	Data	Updated on	Roles	Actions
3	Monitoring Demo Datawarehouse	This is a DEMO Monitoring data warehouse developed as a sample work with the purpose of using the information for demonstration pu...		523	506	1,509	69		468,153	13-May-2024	Super Admin	Select
2	Education Demo Datawarehouse	This is a DEMO Education data warehouse developed as a sample work with the purpose of using the information for demonstration pur...		763	81	1,713	13	1	5,462,785	13-May-2024	Super Admin	Select
1	Amor Demo Datawarehouse	This is a demo data warehouse developed for a fictitious area named Amor and its sub-nationals. This data warehouse has been devel...		115	500	2,619	696	866	52,402	13-May-2024	Super Admin	Select

Here's an explanation of the predefined columns for the Data warehouse details:

1. **Name:** Describes the name of the Data warehouse.
2. **Metadata:** Provides information about the Data warehouse.
3. **Area:** Indicates the number of areas included in the Data warehouse.
4. **Indicator:** Specifies the number of indicators contained within the Data warehouse.

5. **IUS's:** Accounts for the number of Indicator-Unit-Subgroup combinations available in the Data warehouse.
6. **Time Period:** Indicates the number of time periods for which data exists in the Data warehouse.
7. **Source:** Specifies the publisher or publication name from where the information is extracted.
8. **Data:** Lists the count of data stored within the Data warehouse.
9. **Updated on:** Displays the last update date of the Data warehouse.
10. **Roles:** Describes the default roles available in the application:
  - **Super Admin:** Controls the DFA Data Manager completely, can create any number of Admin, Data Entry, and Template users. There can only be one Super Admin for the application.
  - **Admin:** Can control all functions of the Central admin, can create any number of Data Entry and Template users. There can be any number of Admins possible in the tool.
  - **Template:** Manages the Template module of the Central Admin, allows users to create/update/delete indicators, units, subgroups, IUS, and areas. There can be any number of Template users possible.
  - **Data Entry:** Manages the Data Entry module of the Central Admin only, allows the user to update the Data warehouse with data for existing Indicators, units, subgroups, IUS, and areas. Users can add time periods and sources. There can be any number of Data Entry users possible.
11. **Actions:** Specifies the tasks to be performed on the Data warehouse:
  - **View Metadata:** Shows information about the Data warehouse.
  - **Edit:** Modifies Data warehouse connection details.
  - **Delete:** Removes the Data warehouse connection.

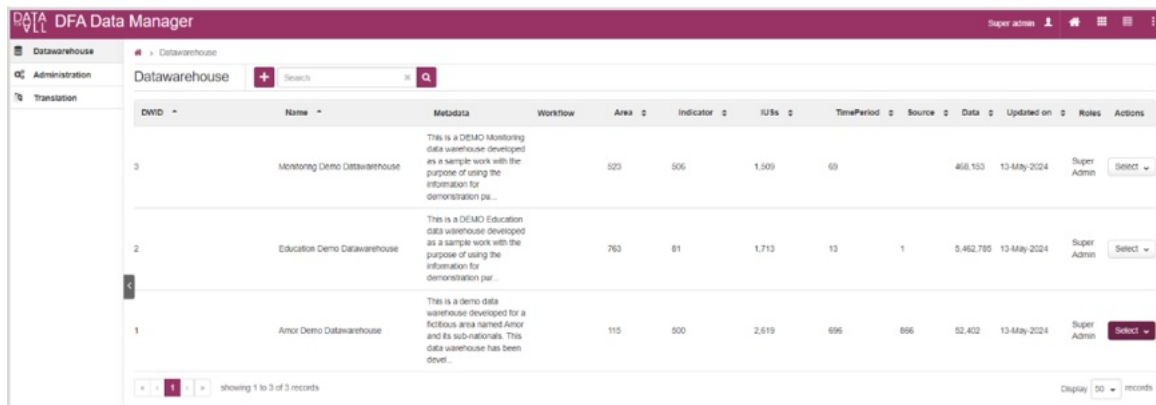
### Actions on Data Warehouse



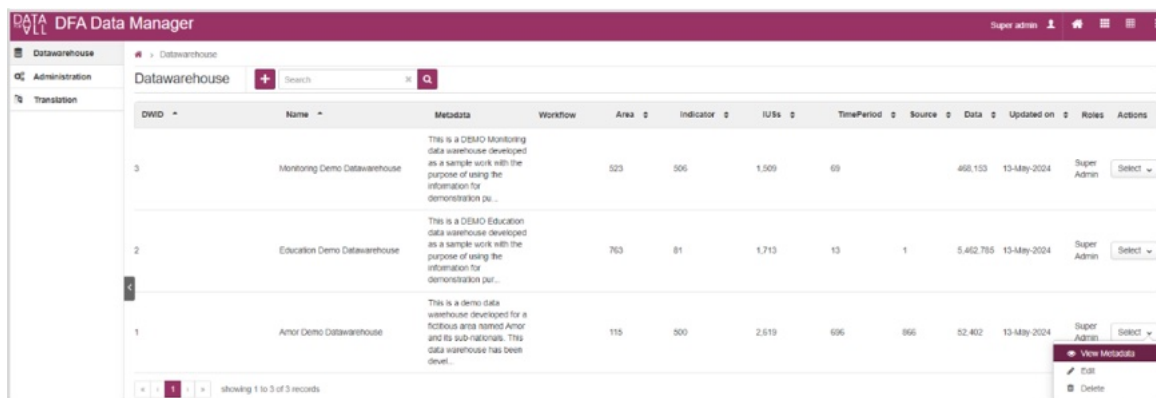
### View Metadata

To view the metadata for a selected Data warehouse:

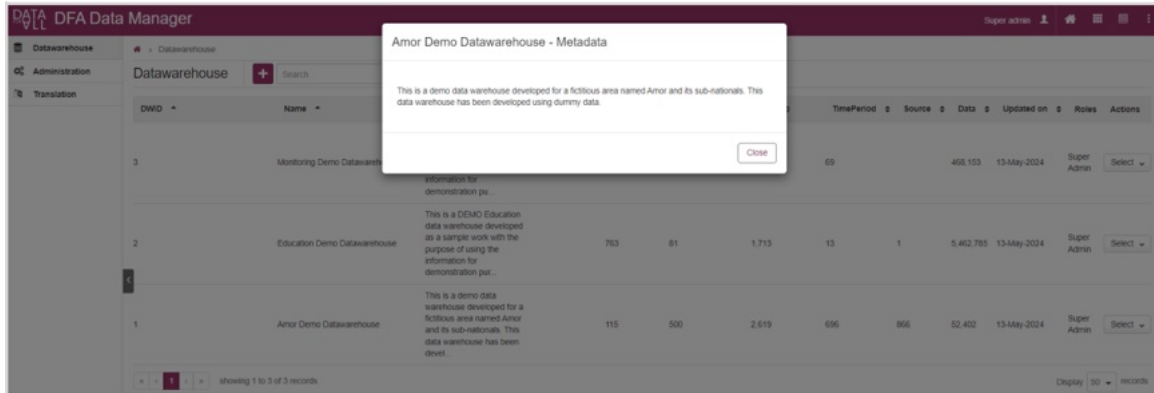
Step 1: Click on **"Select"** present against the global Data warehouse.



Step 2: Among the options displayed in the dropdown menu, select **"View Metadata."**



Step 3: A pop-up box appears displaying the information about the Data warehouse.

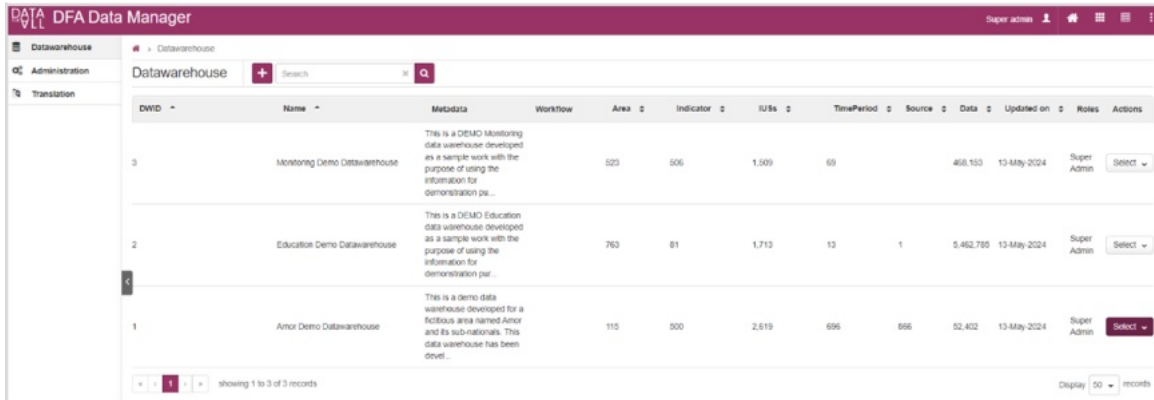


Step 4: To exit, simply select "**Close**."

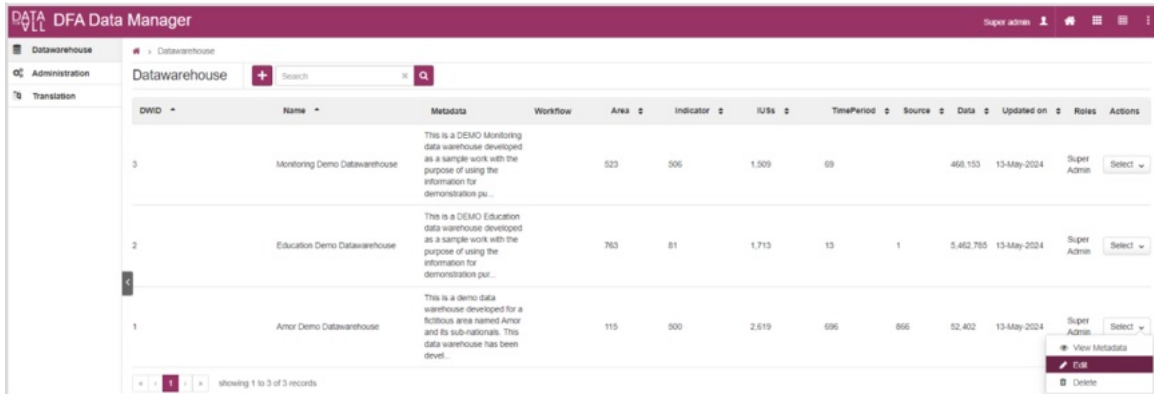
## Edit

To update the Data warehouse connection details:

Step 1: Click on the "**Select**" button present next to the global Data warehouse.



Step 2: Amongst the options displayed in the dropdown menu, click on **Edit**.



It displays the below page along with its properties.

The screenshot shows the 'DFA Data Manager' interface. The main content area is titled 'Datawarehouse' and contains the following fields:

- Connection Name:** Amor Demo Datawarehouse
- Datawarehouse Type:** My SQL
- Host Address:** db-aurora-mysql8 cluster-ckmkaubv020 us-east-1 rds.amazonaws.com
- Datawarehouse Name:** demo-dw-24-amor
- Username:** admin
- Password:** [Redacted]
- Port:** 3306
- Adaptation URL:** [Empty]
- Workflow:** -- Select --

At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Test Connection'.

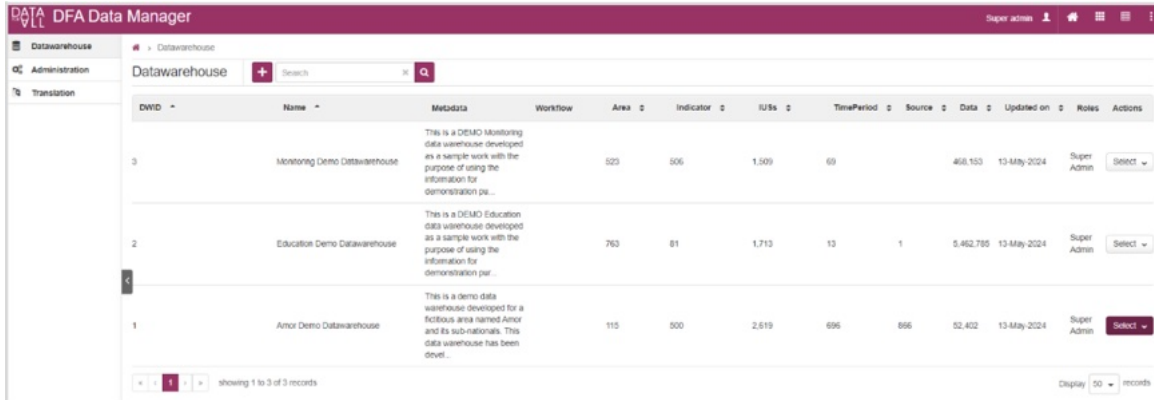
Here are the details required for updating the Data warehouse connection:

- **Connection Name:** Specifies a unique and meaningful name for the Data warehouse connection.
- **Data warehouse Type:** Offers two choices for the type of Data warehouse:
  - MS SQL
  - MYSQL
- **Host Address:** The IP address of the server where the Data warehouse is hosted.
- **Data warehouse name:** The name of the Data warehouse as hosted on the server.
- **Username:** The username of the Data warehouse as mentioned on the server.
- **Password:** The password of the Data warehouse as mentioned on the server.
- **Port:** The default port of the Data warehouse server.
- **Adaptation URL:** The URL for the page.
- **Save button:** Saves the details entered on the page.
- **Cancel:** Exits the page without making any changes.
- **Test connection:** Tests the working of the entered connection names.

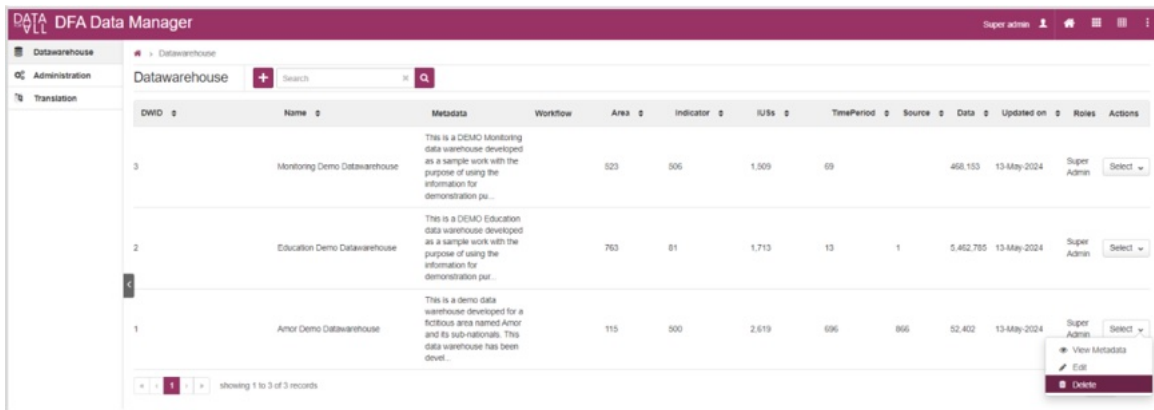
## Delete

To disconnect the Data warehouse from the DFA Data Manager:

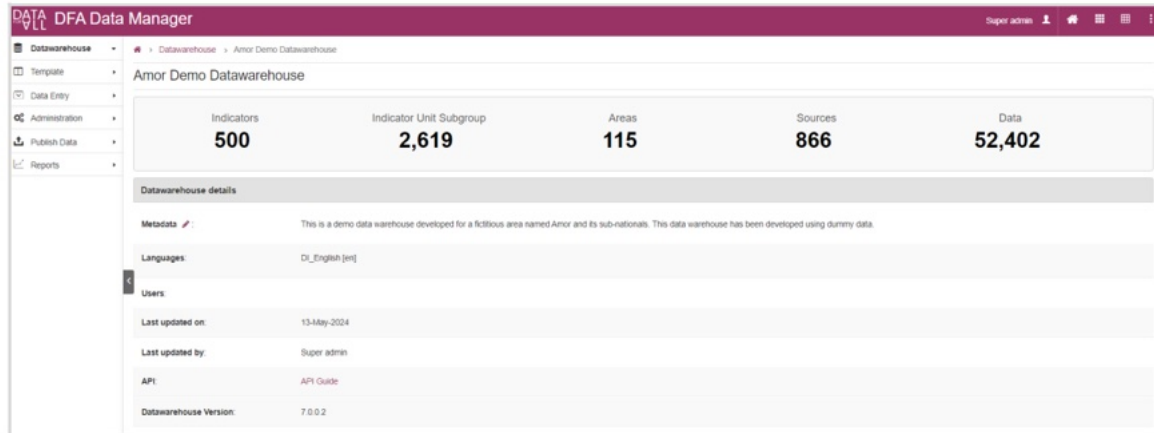
Step 1: Click on the **"Select"** button present next to the global Data warehouse.



Step 2: Among the options displayed in the dropdown menu, select **"Delete."**



After the user selects a Data warehouse, it becomes disconnected from the DFA Data Manager. Subsequently, clicking on any Data warehouse presents the following screen, providing users with an overview of the Data warehouse.



Each field is explained as follows:

1. **Template:** Describes the framework used to build the Data warehouse.
2. **Data Entry:** Manages the data entered into the Data warehouse.
3. **Administration:** Oversees the languages, users, and transaction logs of the tool. This section is visible to Super Admins and Admins.
4. **Publish Data:** Facilitates broadcasting information on related dashboards and the unfpaopendata.org user interface.
5. **Metadata:** Provides information about the Data warehouse.
6. **Languages:** Lists the languages available in the tool.
7. **Users:** Displays the users in the Data warehouse along with their roles.
8. **Last Updated on:** Shows the date when the Data warehouse was last updated.
9. **Last Update by:** Displays the name of the admin who last updated the Data warehouse.
10. **API:** Provides the link to the Data warehouse.
11. **Data warehouse Version:** Indicates the version of the Data warehouse.

## Template

Template serves as the framework upon which the Data warehouse is constructed. This section is visible when a specific Data warehouse is selected.

Indicators	Indicator Unit Subgroup	Areas	Sources	Data
500	2,619	115	866	52,402

There are various elements that form a part of a framework. These are discussed below:

**Datawarehouse details**

**Metadata:** This is a demo data warehouse developed for a fictitious area named Amor and its sub-national. This data warehouse has been developed using dummy data.

**Languages:** DI\_English [en]

**Users:**

**Last updated on:** 13-May-2024

**Last updated by:** Super admin

**API:** API Guide

**Datawarehouse Version:** 7.0.0.2

## Indicators

This section provides a detailed list of indicators that contribute to the Data warehouse.

Indicator	Short Name	Keyword	GID	High is good	Data Exists	Order	Actions
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="checkbox"/>	Average cash benefit received by children that provides for their in...		665d28aa-7df-4c9f-...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average daily attendance rate		c2141364-8b8b-43d-...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Cost of Social Protection Floor		9a473258-d51f-4a70-...	<input checked="" type="checkbox"/>			Action
<input type="checkbox"/>	Cost of Social Protection Floor as a share of GDP		a2815fc-999f-4416-...	<input checked="" type="checkbox"/>			Action
<input type="checkbox"/>	Gini coefficient		e85140c2-3694-4c3-...		<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Housing Quality Index		9fa800d-6824-480b-...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Motor vehicle fatal accidents		465077d8-9bea-40c-...		<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Motor vehicle fatalities		b0963624-3365-44tc-...		<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Number of beneficiaries of services for the homeless		2a54b390-aaeb-480-...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Number of children residing in GoJ supported residential care facil...		055a27-9a06-455a-...	<input checked="" type="checkbox"/>			Action

500 records

## Searching Indicators

Enter the Indicator name, short name, keyword, GID, or Order in the respective boxes to search for the indicator from the list.



The screenshot shows the 'Indicators' page in the DFA Data Manager. A table lists various indicators with columns for Indicator, Short Name, Keyword, GUID, High is good, Data Exists, Order, and Actions. The 'Actions' column contains an 'Action' dropdown menu for each row.

Indicator	Short Name	Keyword	GUID	High is good	Data Exists	Order	Actions
<input type="checkbox"/>	Average cash benefit received by children that provides for their in...		665d28aa-70f-4c9f...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Average daily attendance rate		c2141864-8048-43d...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Cost of Social Protection Floor		9a473258-d51f-4a70...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Cost of Social Protection Floor as a share of GDP		a08109c-999f-4416...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Gini coefficient		e85140c2-3694-4c3...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Housing Quality Index		9fa80c0-6824-4856...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Motor vehicle fatal accidents		d50077c0-9b6a-40c...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Motor vehicle fatalities		b0963824-3365-44fc...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Number of beneficiaries of services for the homeless		2a940390-ba8b-480...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Number of children residing in GOU supported residential care fact...		055ac27-9a06-493a...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾

## Operations on indicators

You can perform the following actions on indicators:



**Export:** Downloads the list of indicators for offline use.



**Delete:** Removes the selected indicator from the Data warehouse.

## Actions on Indicators

**View:** Allows you to view the indicator details.

**Edit:** Enables modification of an existing indicator.

**Delete:** Removes the selected indicator from the Data warehouse.

This screenshot is similar to the previous one but highlights the 'Actions' dropdown menu for the first indicator. The dropdown menu is open, showing three options: 'View', 'Edit', and 'Delete', each with a corresponding icon.

Indicator	Short Name	Keyword	GUID	High is good	Data Exists	Order	Actions
<input type="checkbox"/>	Average cash benefit received by children that provides for their in...		665d28aa-70f-4c9f...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾ View Edit Delete
<input type="checkbox"/>	Average daily attendance rate		c2141864-8048-43d...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Cost of Social Protection Floor		9a473258-d51f-4a70...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Cost of Social Protection Floor as a share of GDP		a08109c-999f-4416...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Gini coefficient		e85140c2-3694-4c3...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Housing Quality Index		9fa80c0-6824-4856...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Motor vehicle fatal accidents		d50077c0-9b6a-40c...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Motor vehicle fatalities		b0963824-3365-44fc...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Number of beneficiaries of services for the homeless		2a940390-ba8b-480...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾
<input type="checkbox"/>	Number of children residing in GOU supported residential care fact...		055ac27-9a06-493a...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Action ▾

## Add new Indicator

Step 1: Click on  button to insert a new indicator.



Step 2: A new window appears allowing you to enter values:

Please note the following:

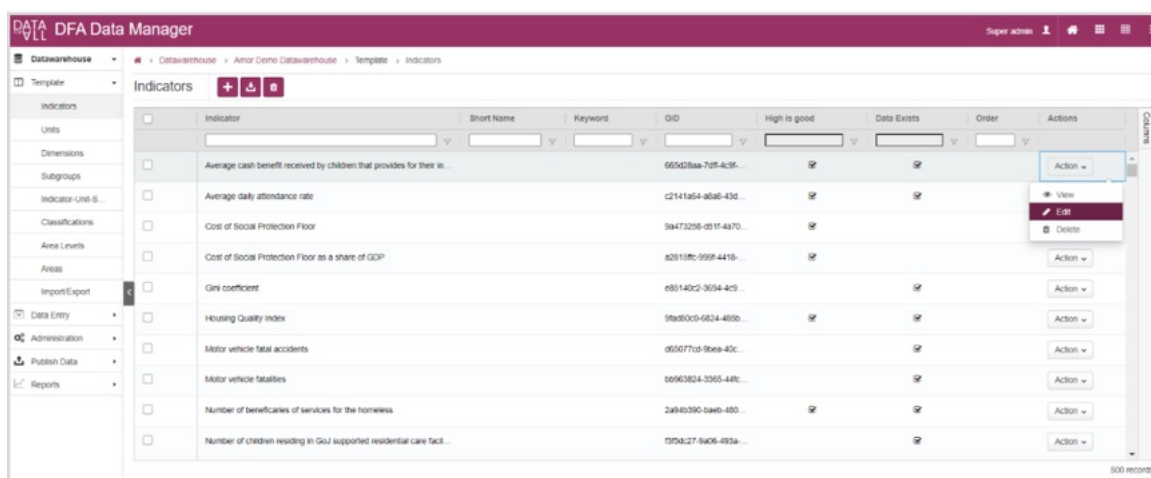
1. Fields marked with asterisks (\*) are mandatory.
2. Enter the name of the indicator in the highlighted space.
3. Specify a unique identifier for the newly created indicator.
4. Provide a short name if needed for search purposes.
5. You can assign a keyword to associate with the indicator name.
6. Use the checkbox to indicate if the indicator is positive or negative.
7. If you want to set a user-defined ordering for the indicators, assign a number; otherwise, the system will assign a progressive order of creation.
8. Enter metadata about the indicator in the provided space. Metadata provides detailed information about the indicator, helping end-users with analysis or research.
9. Click on the following buttons to save changes to the entered data.



**Save:** Saves the newly created indicator to the Data warehouse along with the Indicator-Unit-Subgroup (IUS) and metadata information.

**Save and add another:** Saves the existing form for creating a new indicator and opens another page for creating the next one.

### Edit Indicator(s)



**To edit an indicator, follow these steps:**

Step 1: Choose the indicator from the list.

Step 2: Click on the Action button on the right and select the "Edit" button.

Step 3: The indicator form opens in an editable format for you to make changes in any field (as described before) for the selected indicator.

Step 4: After making the required changes, scroll down the page and click on the "Save" button.

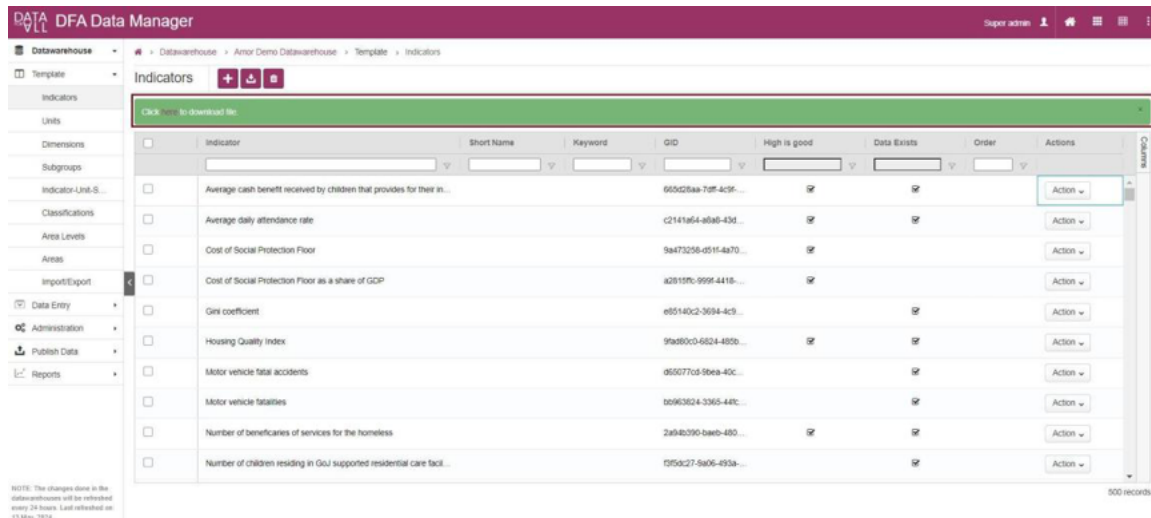
### Export Indicators

This saves the entire indicator list to the local computer in an excel format.

Step 1: Click on  Export button.



Step 2: A message is displayed (as shown) to download the file. Click on the link.

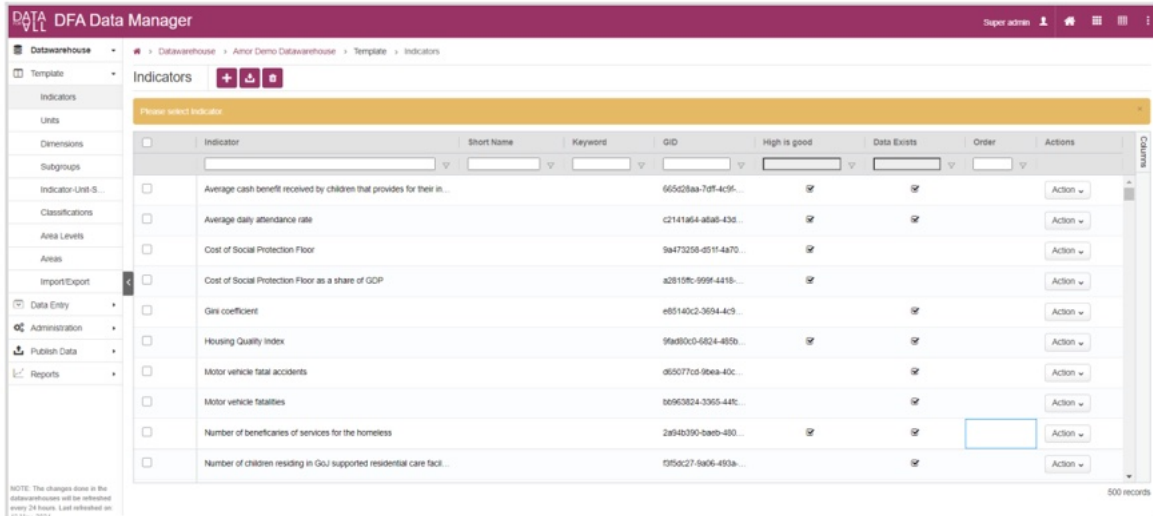


Step 3: The file gets saved in excel format.

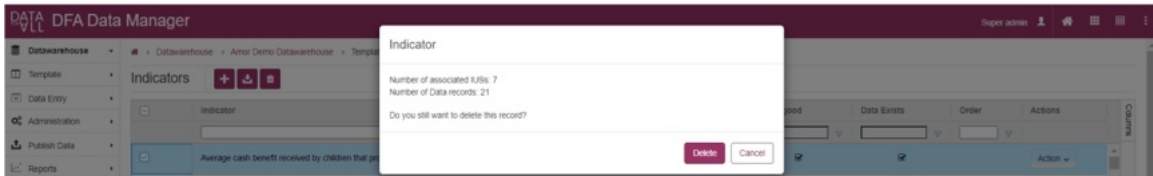
## Deleting indicators

Step 1: To delete an indicator, follow these steps:

- Choose the indicator from the list.
- Click on the delete button.



Step 2: A confirmation message appears.



**To confirm deletion of the indicator, follow these steps:**

Step 1: Click on "Delete." Otherwise, click on the "Cancel" button.

Step 2: Another message is displayed on the screen. Click on "Delete" to permanently remove the indicator from the Data warehouse.

Step 3: A message appears, confirming the deletion.

## Unit




This section presents a comprehensive list of units associated with the indicators contributing to the Data warehouse.

Unit	GIO	Actions
JMD	7c5257b2-2b60-4dab-b354-059700852fa	Action
Percent	d71c4955-58a5-422a-af20-4af0c19ac2da	Action
JAS	9f37fa5-2207-496d-b673-6a7e97c561f1	Action
Ratio	e98f5d8e-3d86-47af-ba76-2af53e2a4281	Action
Number	210c3b09-1d71-4c0e-af80-d9e97a24ccc4	Action
Cause	9112830c-d80a-49cb-8095-fa28c3b5f4b	Action
Per 1,000 women	7a37670c-0295-4111-af56-4917df935ac	Action
Per 100 working age population	b9a4ec33-d7a8-495a-812a-e3684d8abef	Action
Per 100,000 population	e0e6bc4-0546-4972-892a-139e58c09f5	Action
Index	16c43885-c79c-4283-9220-c2449db29e0f	Action
KBCE	384001f6-2602-4553-af7ba-540be9c2833b	Action
I DS million	699745a-71a0-4897-af9d-4a937a9a9117	Action

## Search Units

To search for a unit in the list, enter the keyword in the 'Unit' or 'GIO' search box.

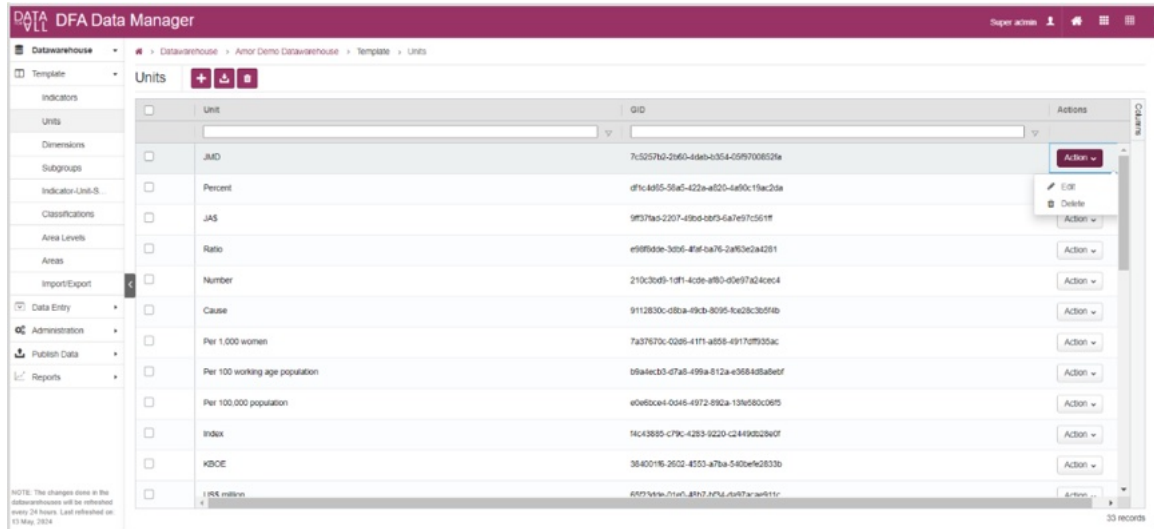
## Operations on Units

-  **Add:** Adds a new unit.
-  **Export:** Downloads the list of units for offline use
-  **Delete:** Removes the selected unit from the Data warehouse

## Actions on Units

**Edit:** Modifies an existing Units

**Delete:** Removes the selected Units from the Data warehouse



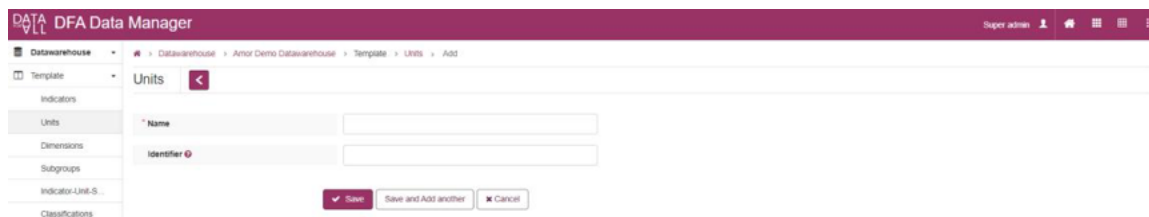
## Add new Units

Step 1: Click on  button to insert new units.

Step 2: A new window appears allowing you to enter values:

Note: Fields with asterisks (\*) are marked mandatory.

Enter the name of the unit and mention its unique identifier.

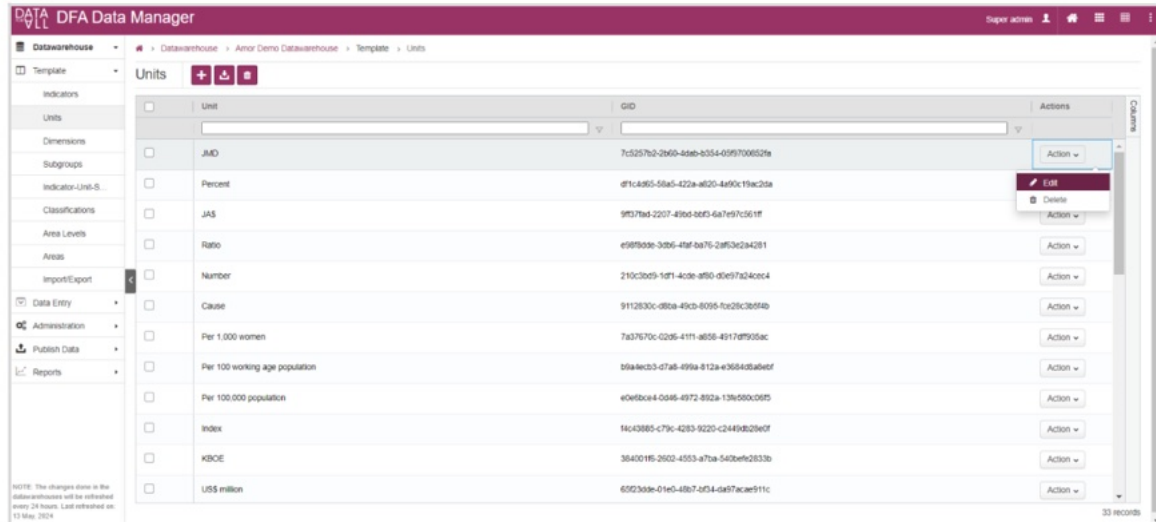


**Save:** Saves the unit in the Data warehouse.

**Save and add another:** The existing form for creation of a new unit gets saved and another page opens for creating the next.

**Cancel:** Cancels your current action.

## Edit Units

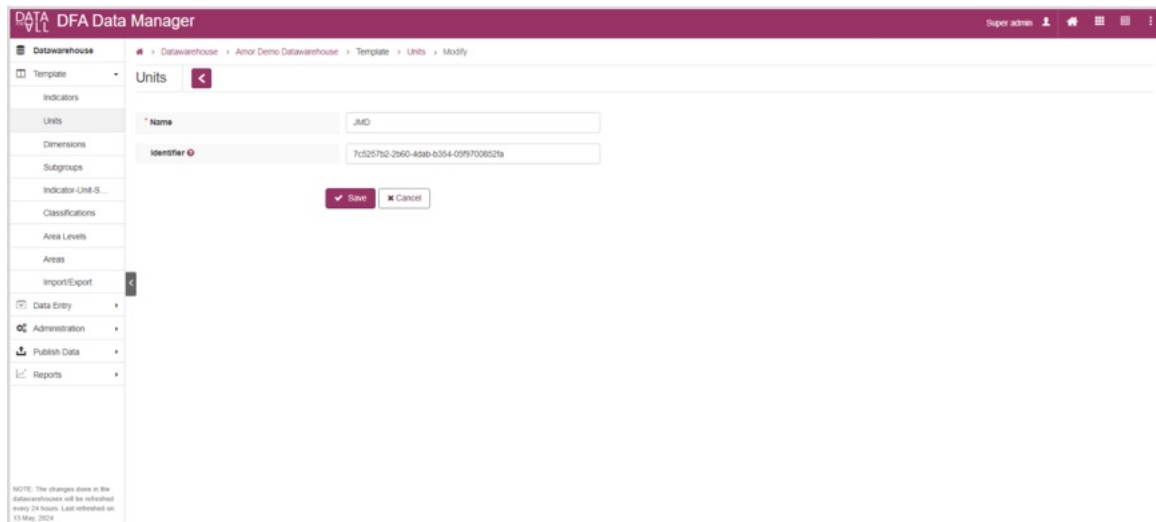


Step 1: Select the Unit from the list.

Step 2: Click on the Action button available on the right side and select the edit button from the list.

Step 3: The unit form opens in an editable format for you to make changes in any field (as described before) for the selected unit.

Step 4: After making the required changes, click on save button.

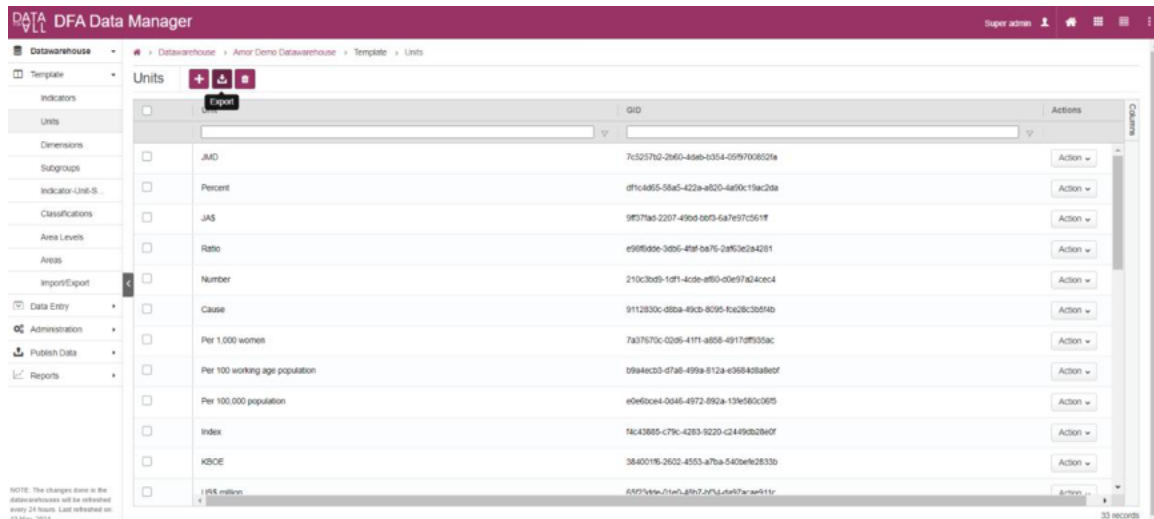




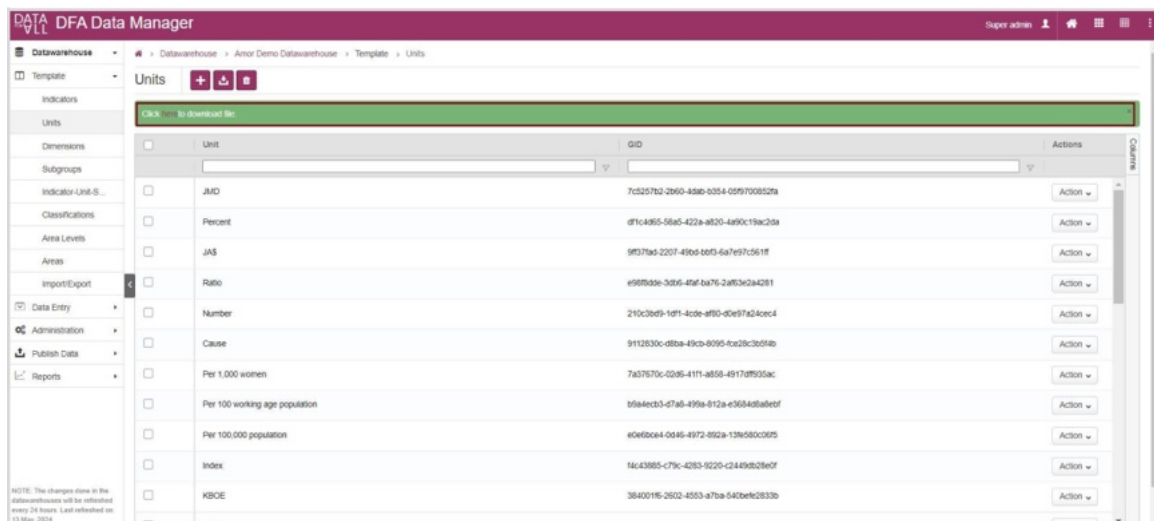
## Export Units

This saves the entire list of units to the local computer.

Step 1: Click on the Export button.



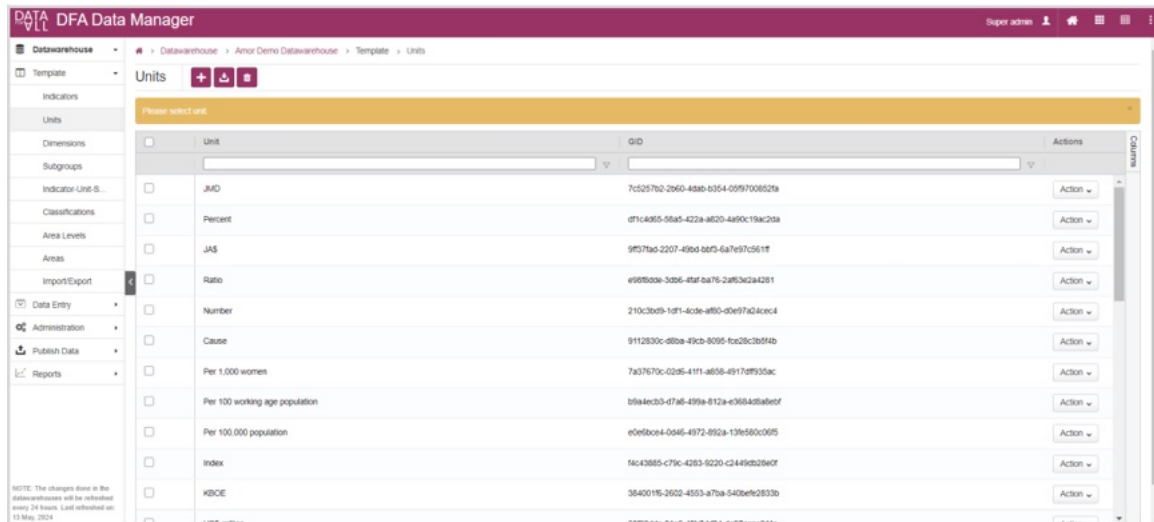
Step 2: A message is displayed (as shown) to download the file. Click on the link.




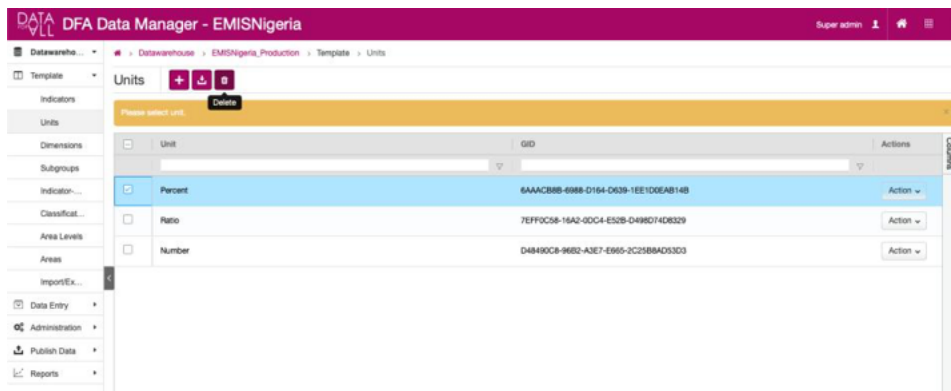
Step 3: The file gets saved in excel format.

## Deleting Units

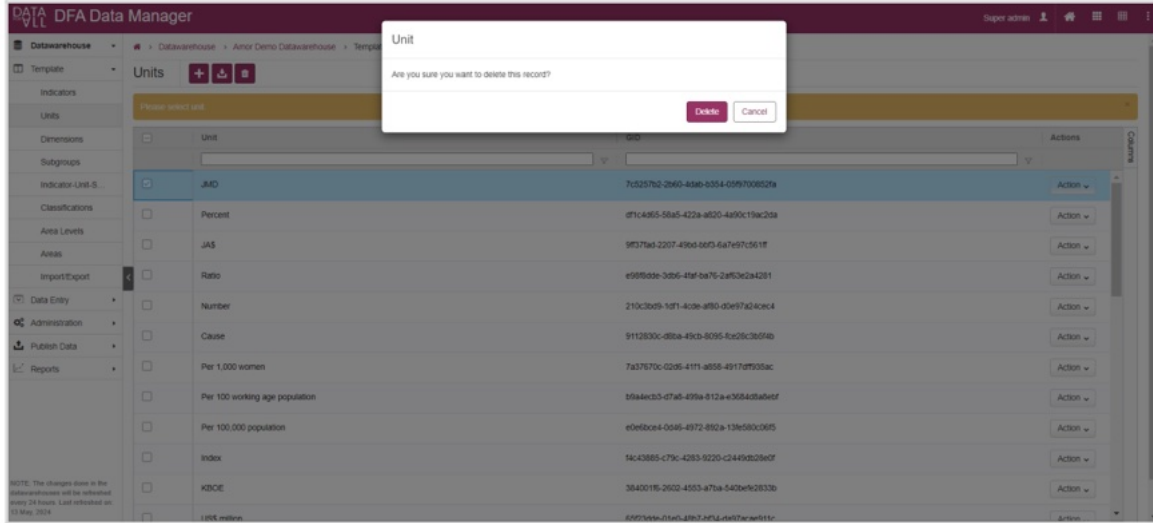
Step 1: Choose the unit from the list to delete. In case you click the Delete before selecting the unit, the following screen will appear with a message.



Step 2: Click on  or select delete option from the action menu to delete the selected unit from the Data warehouse.



Step 3: A confirmation message appears on the screen. Click on Delete to proceed. Otherwise, click on the Cancel button.



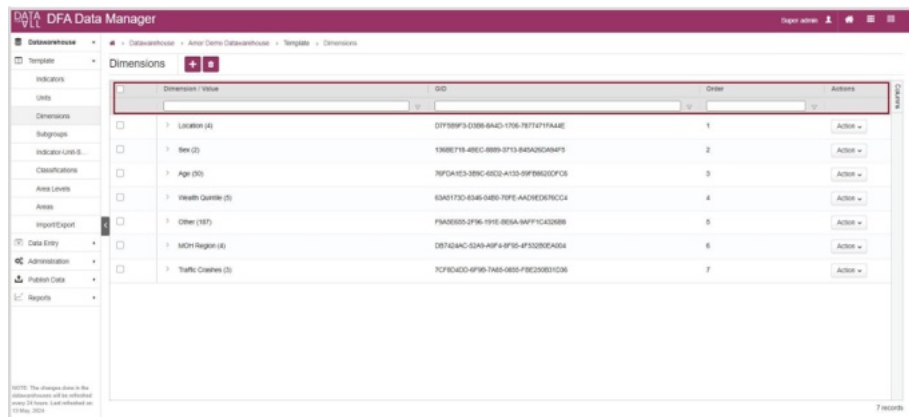
Step 4: Another confirmation message will appear. Click on Delete to permanently remove the unit from the Data warehouse. Otherwise, click on Cancel button  
A message gets displayed notifying about the confirmed deletion.

## Dimensions


Subgroup dimensions refer to broad subgroup categories such as sex, location, age, ethnicity or wealth quintile. Under each subgroup dimension come various subgroup dimension values. For example, for the subgroup dimension “Sex”, the subgroup dimension values would include “Male” and “Female”.


### Search Dimensions

Enter the keyword for the dimension in the dimension/value / GID/ Order search box to search for a dimension from the list.



### Operations on Dimensions

 **Add:** Adds a new dimension.

 **Delete:** Removes the selected dimension from the Data warehouse

### Actions on Dimensions:


**Edit:** Modifies an existing dimension

**Delete:** Removes the selected dimension from the Data warehouse

Dimension / Value	GID	Order	Actions
Location (4)	D7F5B9F3-D0B8-8A4D-1706-787471FA44E	1	Action
Sex (2)	1368E718-48EC-8895-3713-845A32DA84F5	2	Edit, Delete, Action
Age (50)	76FDA1E3-389C-68D2-A133-59F8820DF05	3	Action
Wealth Quintile (5)	63A8173D-8346-048D-70FE-AA29E0670CC4	4	Action
Other (187)	F9A9E655-2F96-191E-8E6A-5AFF1C4326B8	5	Action
MOH Region (4)	D874244C-52A9-A9F4-8F95-4F33280EA004	6	Action
Traffic Crashes (3)	7CF8D4CD-6F9B-7A85-0858-FBE250891C96	7	Action

NOTE: The changes done in the Datawarehouse will be refreshed every 24 hours. Last refreshed on 13 May, 2024.

## Add new dimensions

Step 1: Click on  button to add a new dimension. A new window appears allowing you to enter values:

1. Enter the name of the dimension.
2. Mention its unique identifier.
3. If you want to use user-defined ordering, then assign a number
4. Enter the value of the dimension.
5. Specify the unique identifier for the dimension.

The screenshot shows the 'Add' form in the DFA Data Manager. It includes the following fields:

- Dimension** (Mandatory): Input field for the dimension name.
- Identifier** (Mandatory): Input field for the unique identifier.
- Order**: Input field for the dimension order.
- Dimension Values** section:
  - Value** (Mandatory): Input field for the dimension value.
  - Identifier** (Mandatory): Input field for the unique identifier of the value.
  - Order**: Input field for the order of the value.

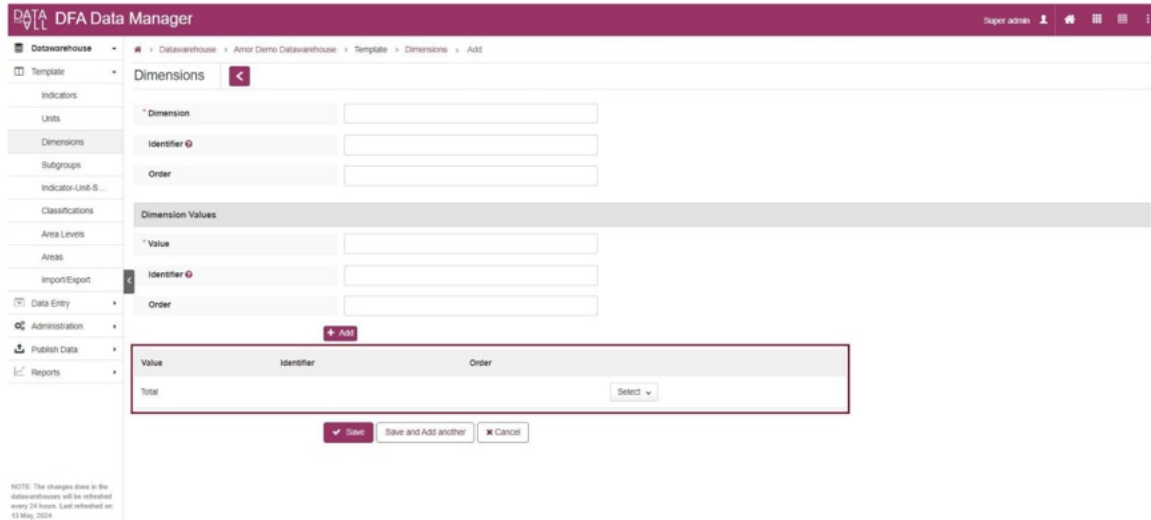
Buttons at the bottom: **+ Add**, **Save**, **Save and Add another**, **Cancel**.

NOTE: The changes done in the Datawarehouse will be refreshed every 24 hours. Last refreshed on 13 May, 2024.

Note: Fields with asterisks (\*) are marked mandatory.

The add button adds values to the dimension as demonstrated below:

The added value is listed below as shown.



The select dropdown menu present against it allows the administrator to delete the value.

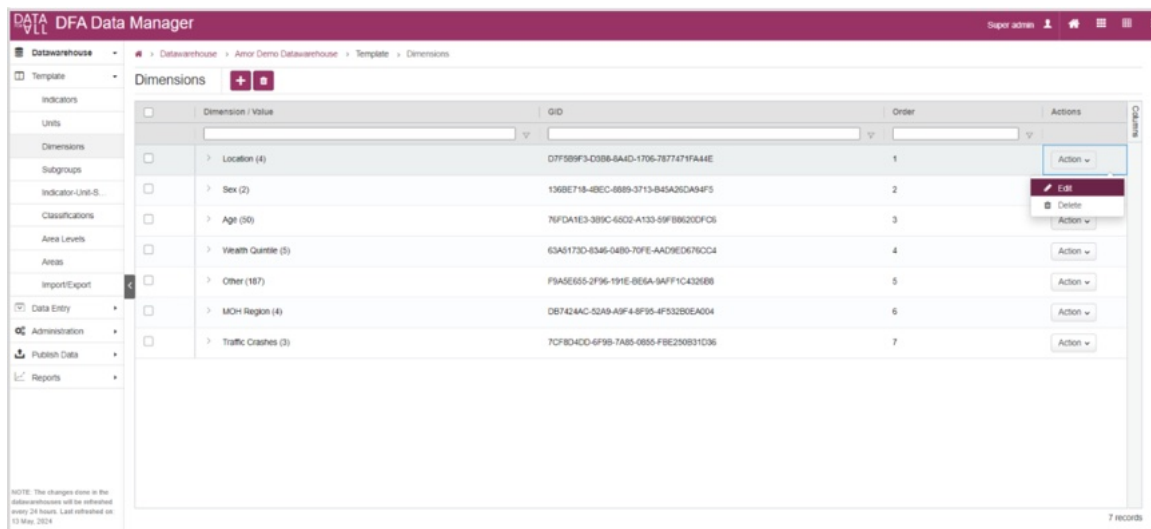
Finally, click on the Save button to save the new dimension and values created Save: Create new subgroup dimensions and/or values.

Save and add another: The existing form for the creation of a new subgroup dimension gets saved and another page opens for creating the next.

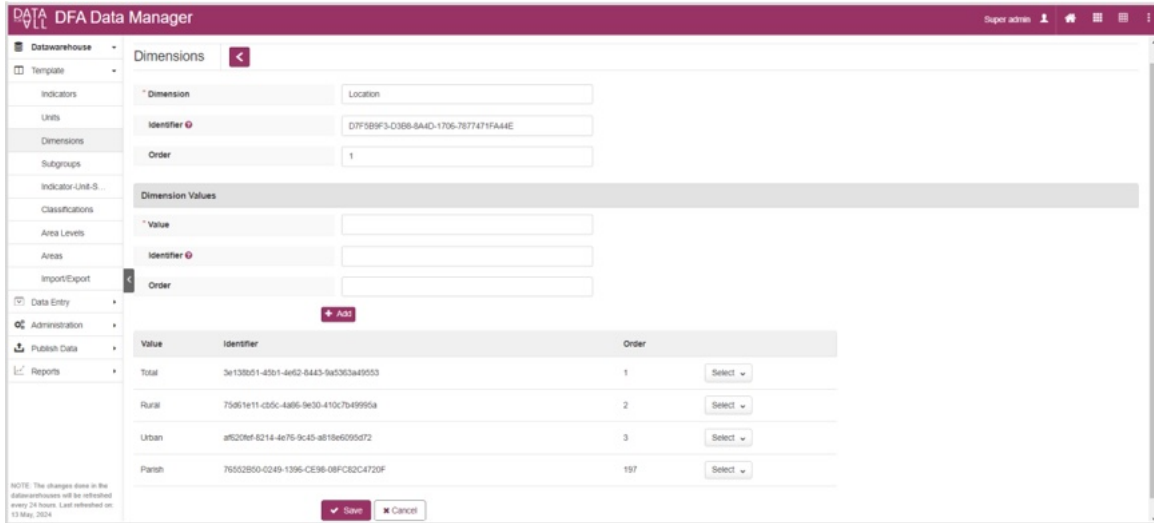
Cancel: Cancels the current action.

## Edit dimensions

Step 1: Select the dimension from the list. Click on the “Action” button on the right and select the edit button from the list.




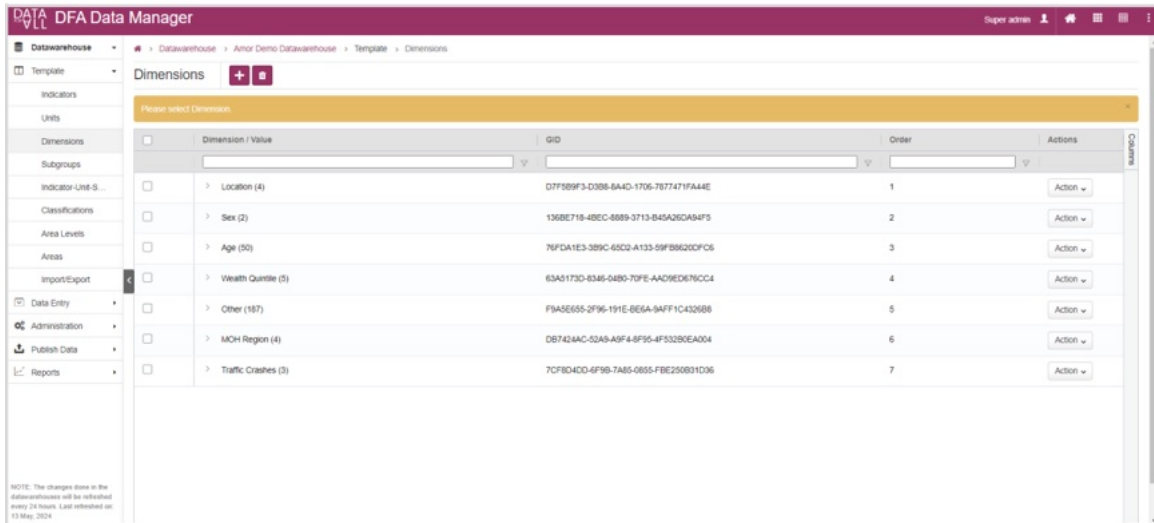
Step 2: The form opens in an editable format for you to make changes in any field (as described before) for the selected dimension.



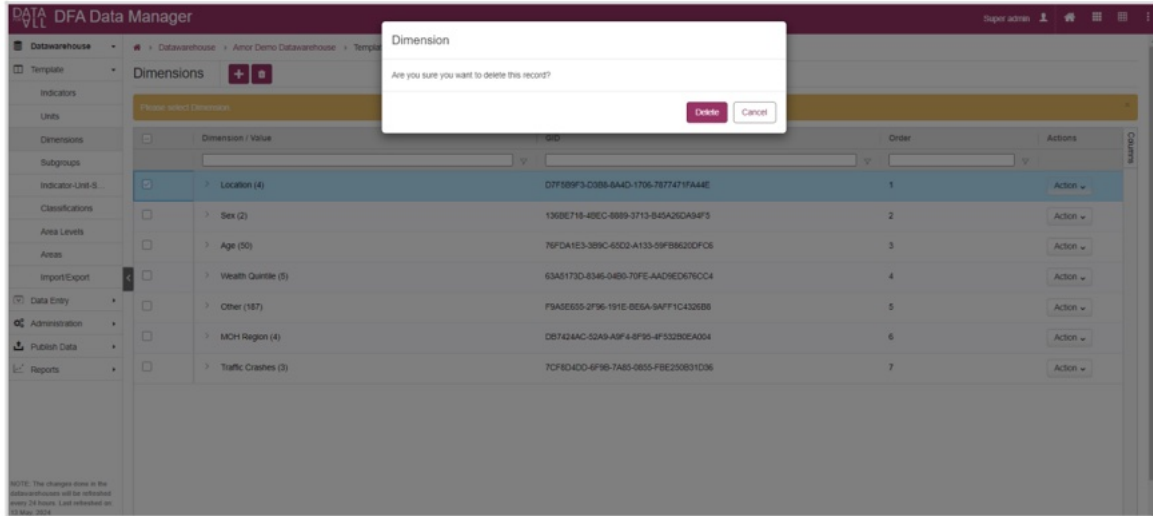
Step 3: After making the required changes, click on save button after scrolling down the page.

## Delete Dimensions

Step 1: Choose the dimension and click on  or click on delete option from the action menu.



Step 2: A confirmation message appears on the screen. Click on the Delete button to remove the selected dimension. Otherwise, click on Cancel.



Step 3: Another confirmation message will appear. Click on the Delete button.

Step 4: A confirmation message about the successful deletion is displayed.



## Subgroup

This section lists the subgroups of the Data warehouse based on certain criteria namely, age difference/condition, education level, health, group, other, and ethnicity.

### Search a Subgroup

Enter the keyword for the subgroup in the search box to find it from the list.

Subgroup	Location	Sex	Age	Wealth Quintile	Other	MOH Region
<input type="checkbox"/> 00-04 yr			00-04 yr			
<input type="checkbox"/> 05-09 yr			05-09 yr			
<input type="checkbox"/> 10-14 yr			10-14 yr			
<input type="checkbox"/> 15-17 yr			15-17 yr			
<input type="checkbox"/> Male		Male				
<input type="checkbox"/> Total	Total					
<input type="checkbox"/> Quintile 1 Primary				Quintile 1	Primary	
<input type="checkbox"/> Quintile 2 Primary				Quintile 2	Primary	
<input type="checkbox"/> Quintile 3 Primary				Quintile 3	Primary	
<input type="checkbox"/> Quintile 4 Primary				Quintile 4	Primary	
<input type="checkbox"/> Quintile 5 Primary				Quintile 5	Primary	

## Operations on Subgroups



**Add:** Inserts new subgroups



**Export:** Downloads the list of subgroups for offline use



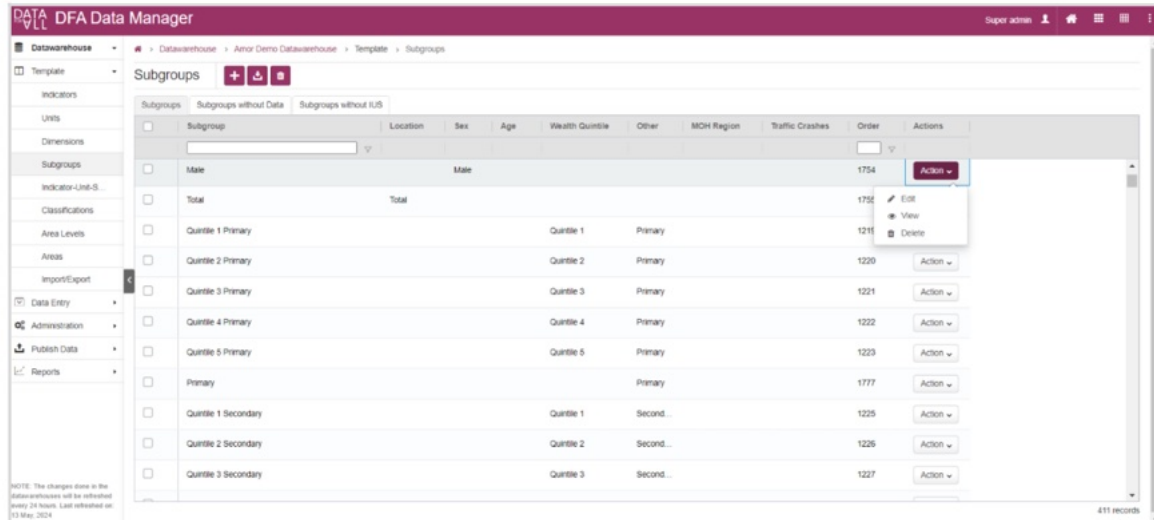
**Delete:** Removes the selected subgroups from the Data warehouse

## Actions on Subgroups

**Edit:** Modifies an existing subgroup

**View:** View the subgroup details.

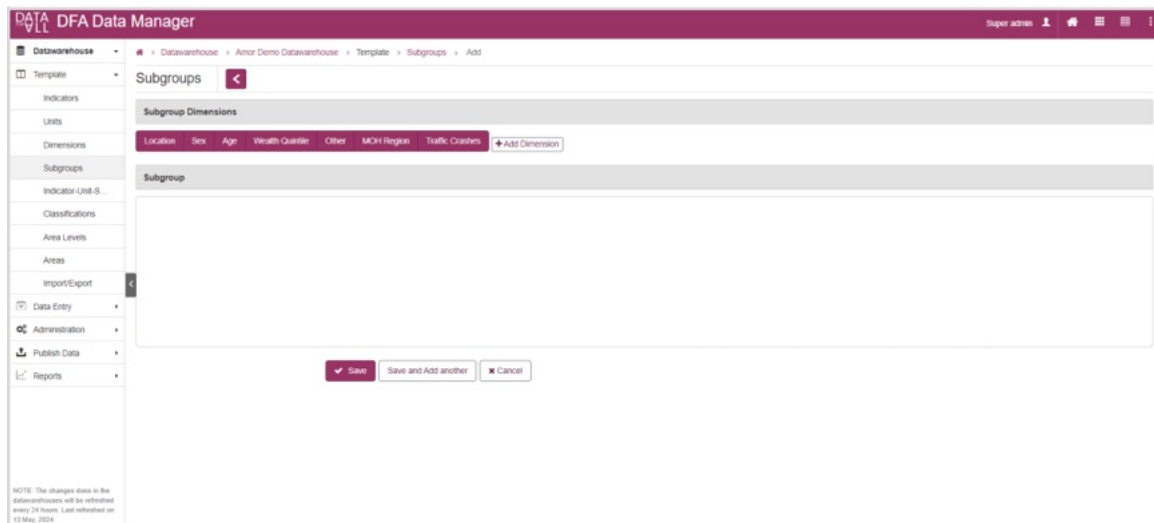
**Delete:** Removes the selected subgroups from the Data warehouse




## Add new subgroups

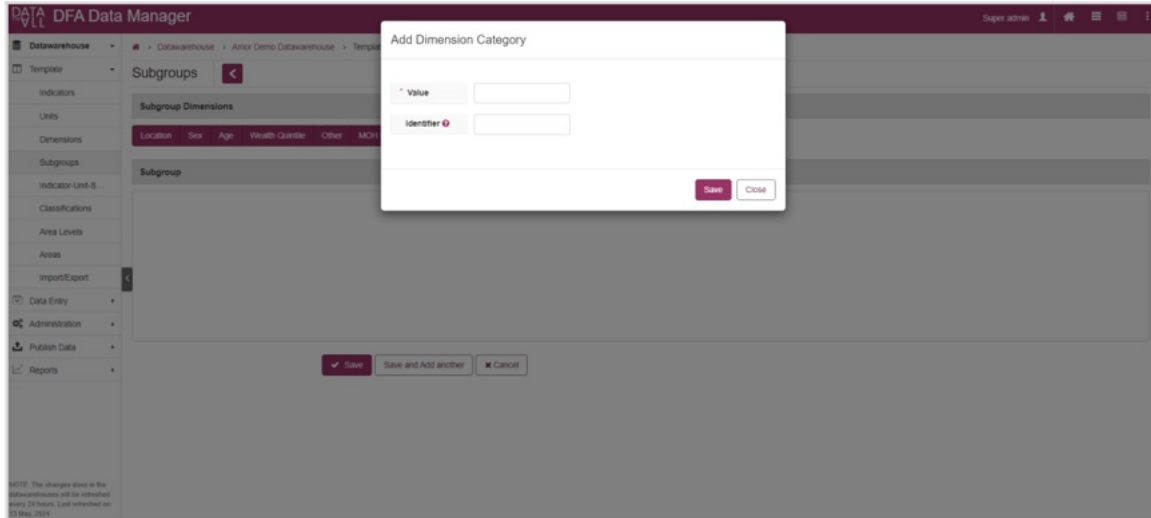
Step 1: Click on  button to add a new subgroup.

Step 2: A new window appears allowing you to select subgroup dimensions from the list.

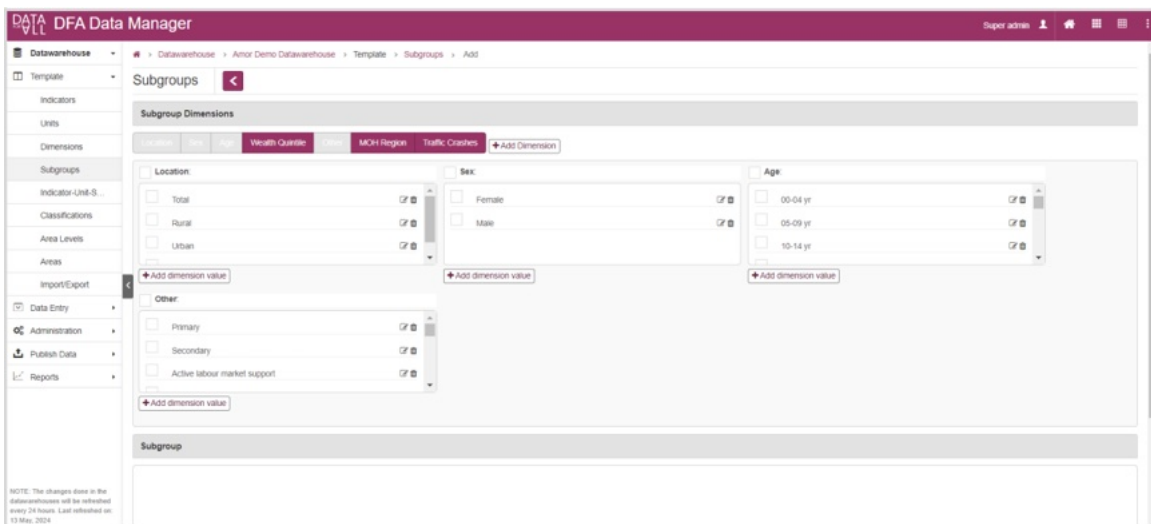


At any point in time, you can go back to the previous page by clicking on  the button.

Step 3: Click on Add Dimension to add a new subgroup dimension. A pop-up will appear to enter the value and identifier and click on the Save button to save the subgroup dimension.



Step 4: Choose the subgroup dimensions from the list by clicking on it. Multiple dimensions can also be selected as shown below:



**To complete adding a subgroup dimension, follow these steps:**

Step 5: Select checkboxes for the added subgroup dimensions contributing to the subgroup. You can make multiple selections.

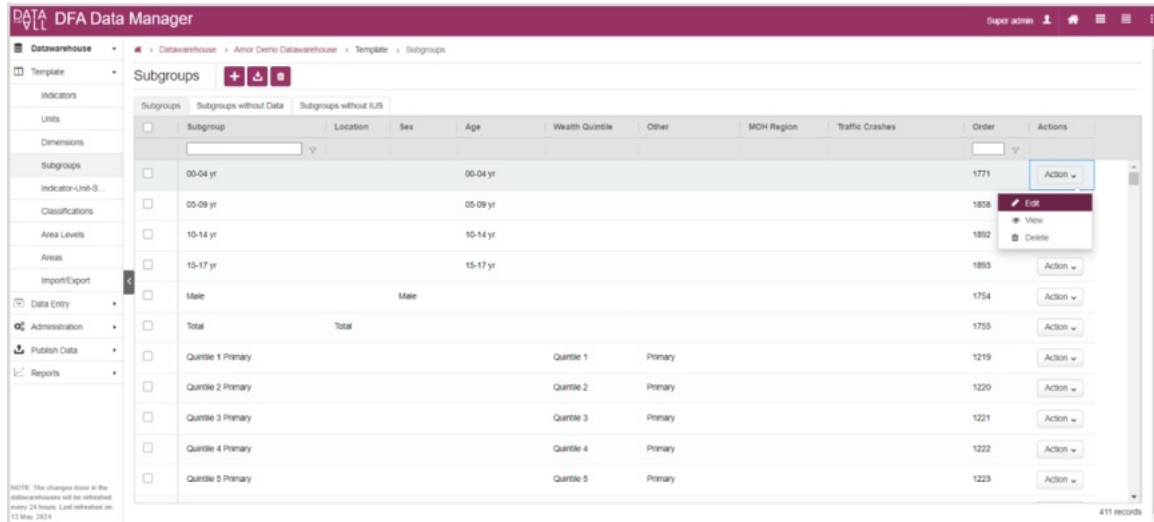
*Note: To delete a selection, click on the dimension name from the list.*

Step 6: Click on the "Save" button. Click on "Save and Add another" to open another form for the subgroup. Otherwise, click on the "Cancel" button to go back to the subgroup page.

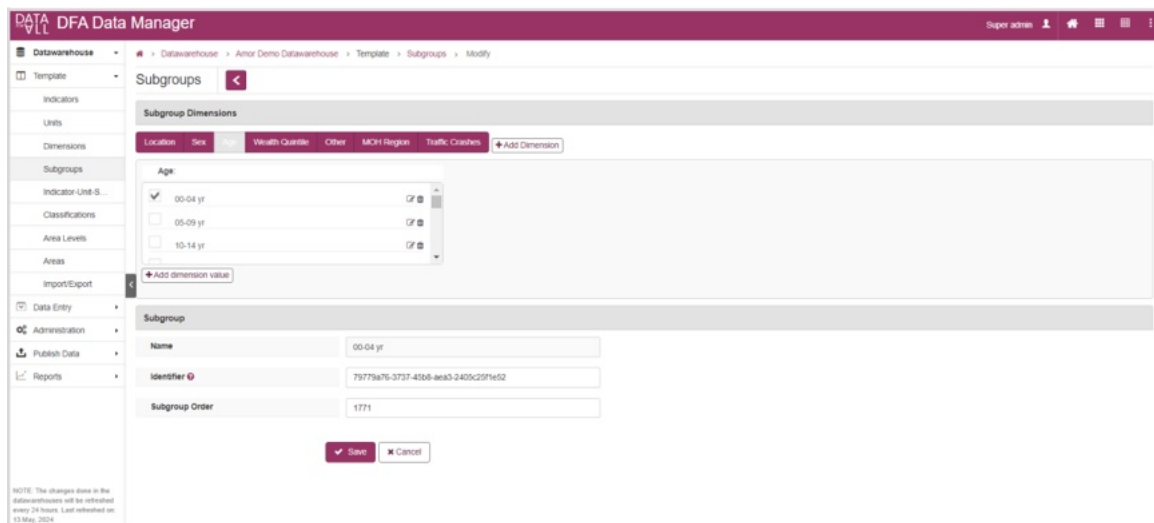
A confirmation message is displayed after clicking on the "Save" button.

## Edit Subgroups

Step 1: Select the subgroup from the list. Click on the "Action" button on the right and select the edit button from the list.



Step 2: The subgroup form opens in an editable format for you to make changes in any field (as described before).



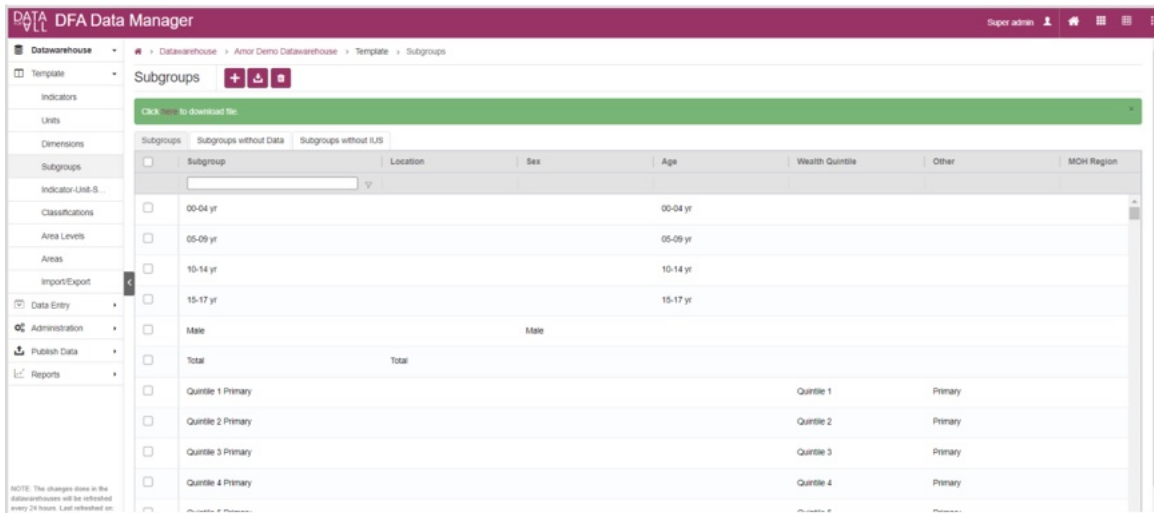
Step 3: After proceeding with the required changes, click on the save button after scrolling down the page.

## Exporting Subgroups

To save the entire list of subgroups to your local computer, follow these steps:


Step 1: Click on the "Export" button.

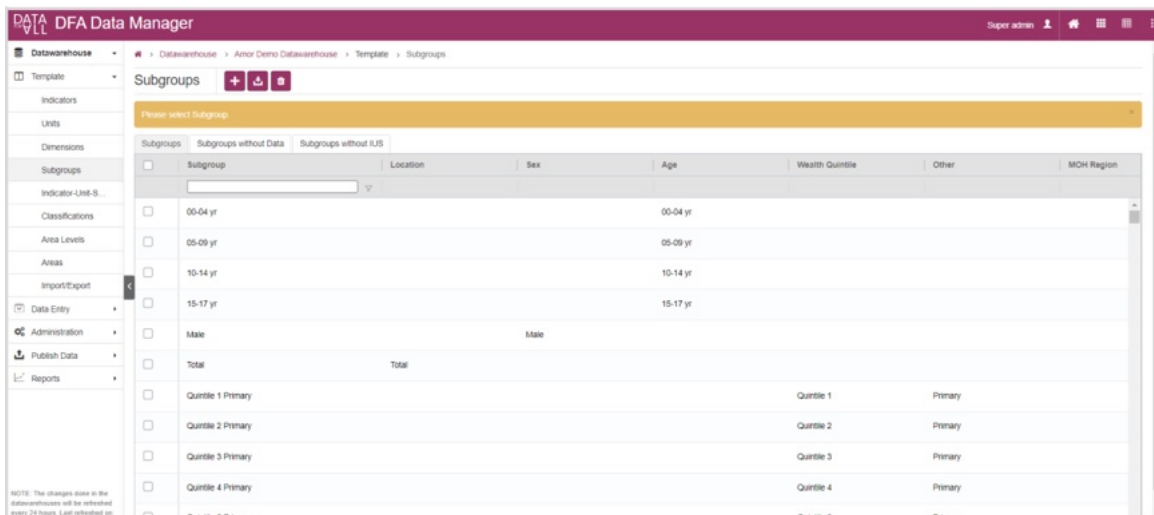
Step 2: A message is displayed prompting you to download the file. Click on the provided link.



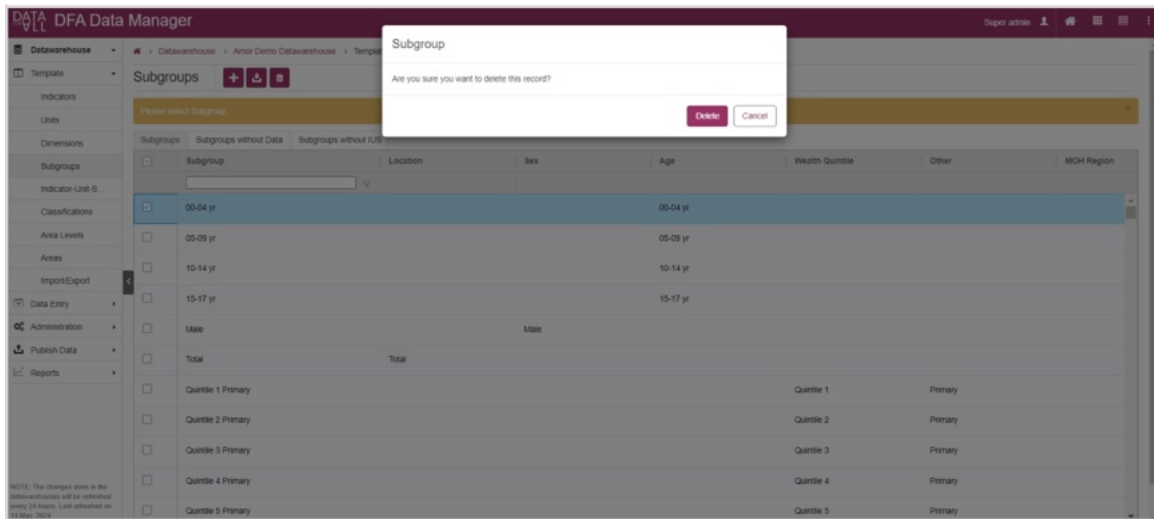
Step 3: The file gets saved in Excel format.

## Delete Subgroup

Step 1: Choose the subgroup from the list and click on  or click on the delete option from the action menu.



Step 2: A confirmation message appears. Click on Delete to permanently remove the subgroup from the Data warehouse. Otherwise, click on the Cancel button.



Step 3: A message is displayed notifying about the confirmed deletion.

## Indicator-Unit-Subgroup

This module allows you to now create a combination of the Indicator-Unit-Subgroups that you had created in the previous steps for users to have IUS combinations against which data can be captured. All IUS combinations that have been created are listed on this page.

Search Indicator-Unit-Subgroup combinations existing in the Data warehouse.

Enter the Indicator / Unit/subgroup in the respective search box to find IUSs from the list.

Indicator-Unit-Subgroups	Without Data	Not Classified				
Indicator	Unit	Subgroup	Default	Data Exists	Data Type	Actions
<input type="checkbox"/>	Average cash benefit received by children that provides for their income security	JMD	00-04 yr	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average cash benefit received by children that provides for their income security	JMD	05-09 yr	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average cash benefit received by children that provides for their income security	JMD	10-14 yr	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average cash benefit received by children that provides for their income security	JMD	15-17 yr	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average cash benefit received by children that provides for their income security	JMD		<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average cash benefit received by children that provides for their income security	JMD	Male	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average cash benefit received by children that provides for their income security	JMD	Total	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Action
<input type="checkbox"/>	Average daily attendance rate	Percent		<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average daily attendance rate	Percent	Male	<input checked="" type="checkbox"/>		Action
<input type="checkbox"/>	Average daily attendance rate	Percent	Total	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Action
<input type="checkbox"/>	Average daily attendance rate	Percent	Quintile 1 Primary	<input checked="" type="checkbox"/>		Action

NOTE: The changes done in the Datawarehouse will be refreshed every 24 hours. Last refreshed on: 13 Mar 2024.

2,619 records

## Operations on Indicator-Unit-Subgroup



**Add:** Inserts new IUS combinations



**Export:** Downloads the list of IUS combinations for offline use

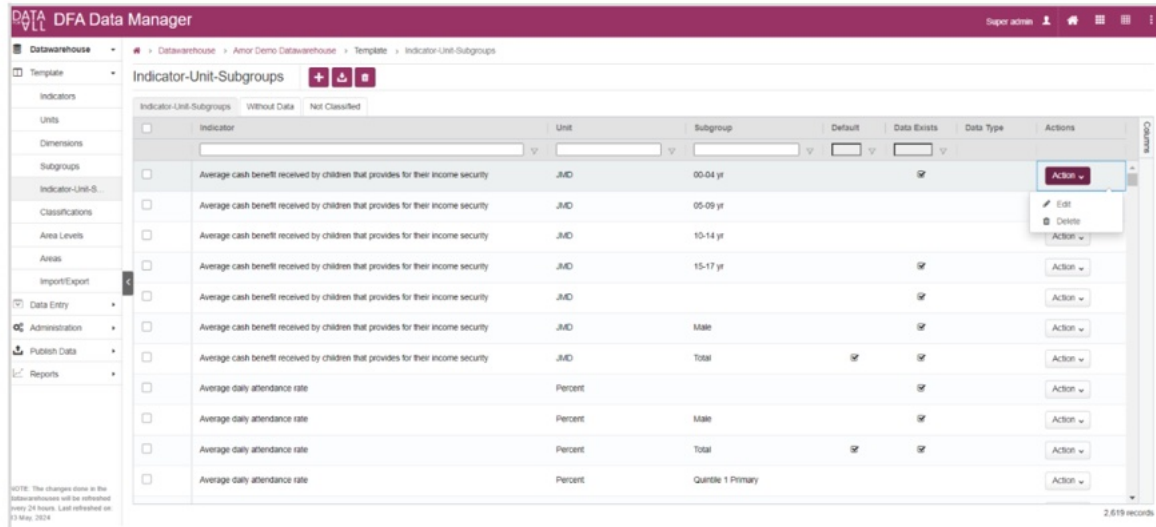


**Delete:** Removes the selected IUS combination from the Data warehouse


## Actions on Indicator-Unit-Subgroup

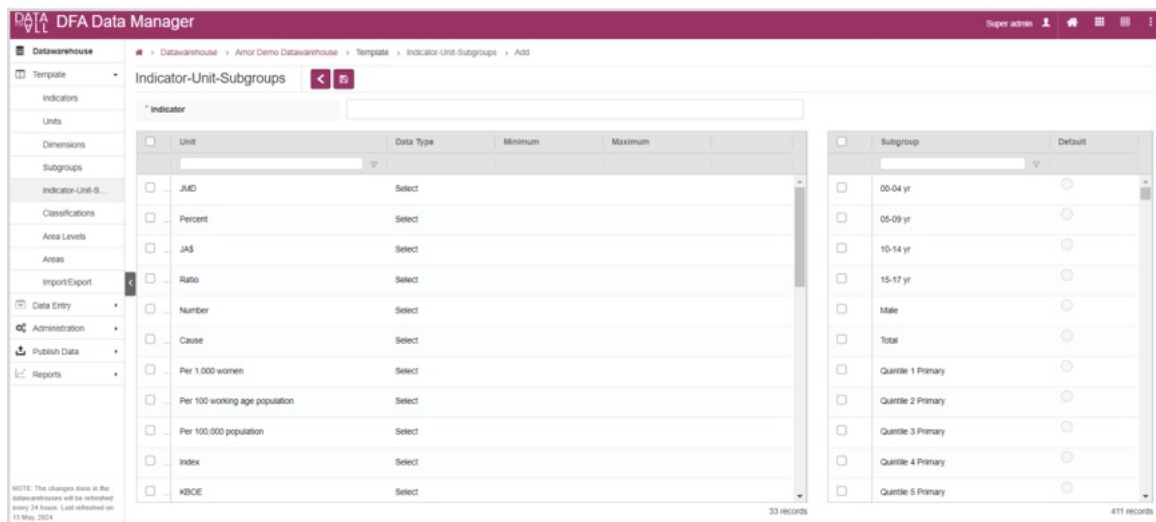
**Edit:** Modifies an existing IUS combination

**Delete:** Removes the selected IUS combination from the Data warehouse



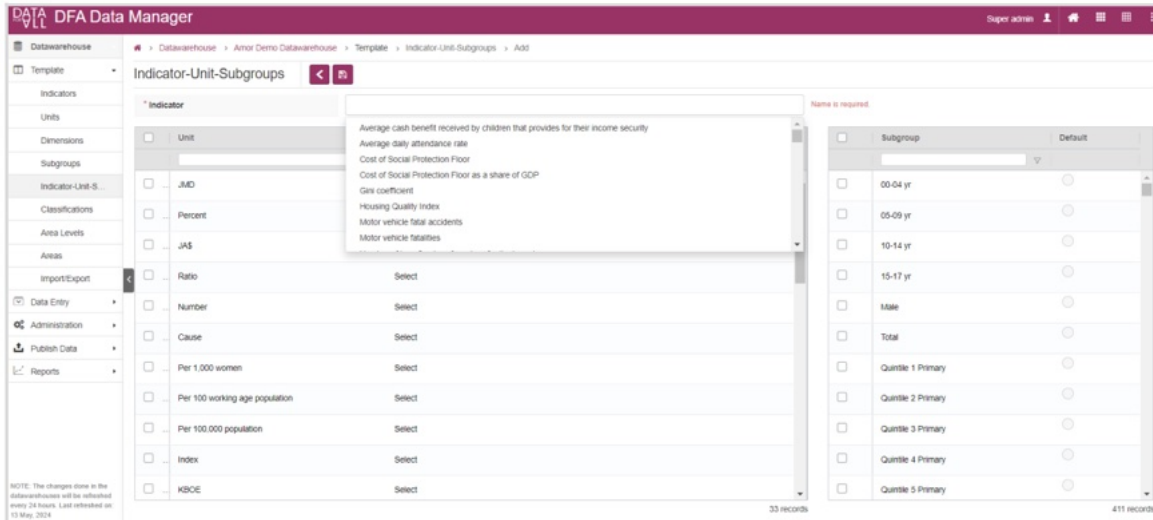
## Add new Indicator-Unit-Subgroup

Step 1: Click on  the button to insert new IUS combinations. A new window appears allowing you to select IUS combinations from the list.

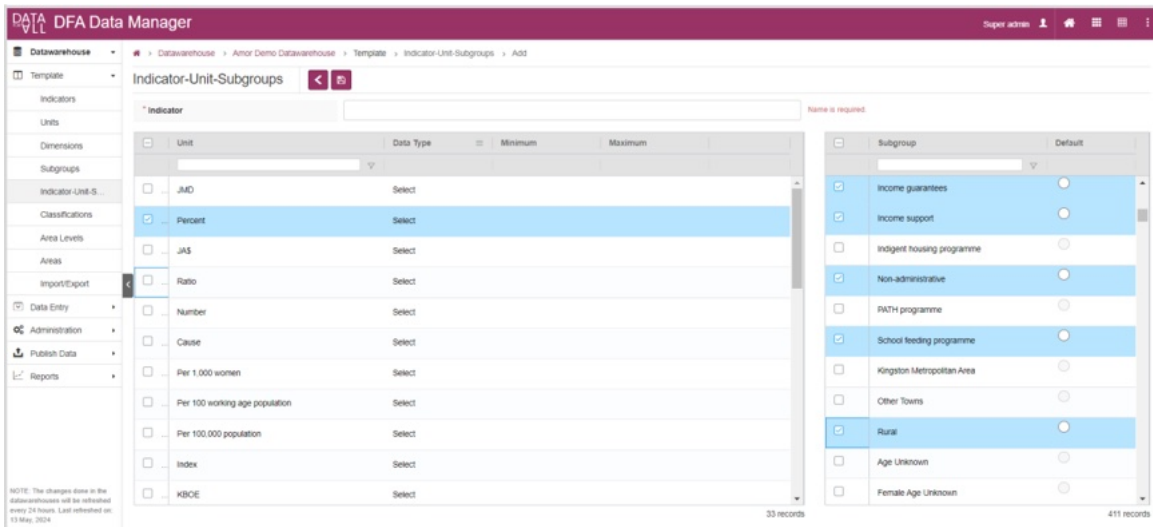


Step 2: Click on the Search pane for the Indicator and select from the list or use a keyword to search for it.



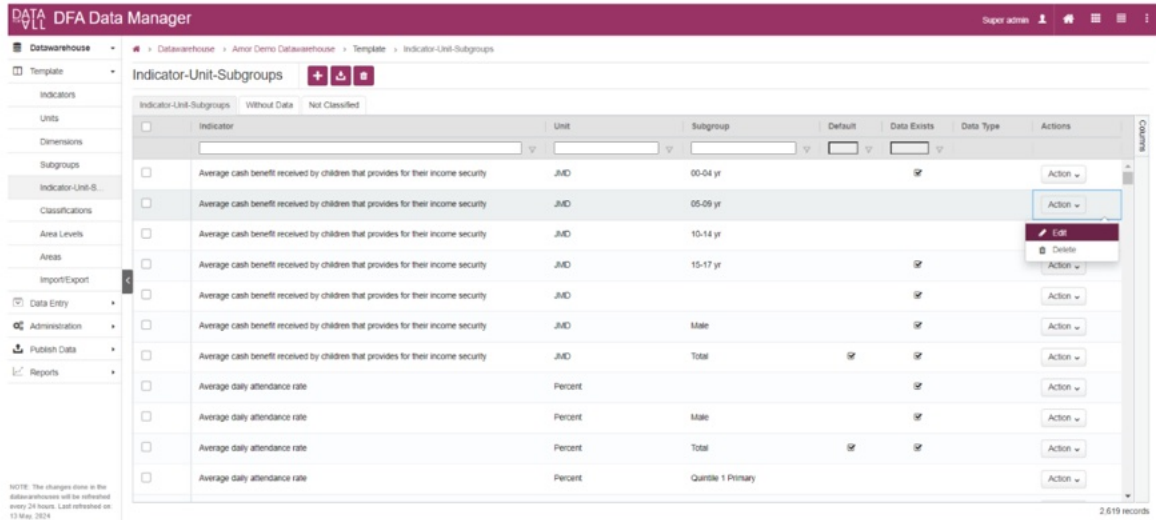


Step 3: Select the unit you would like to assign to the IUS combination and select the subgroup from the list on the right side (Multiple subgroups can also be selected). Click on the save button on the left side of the window.

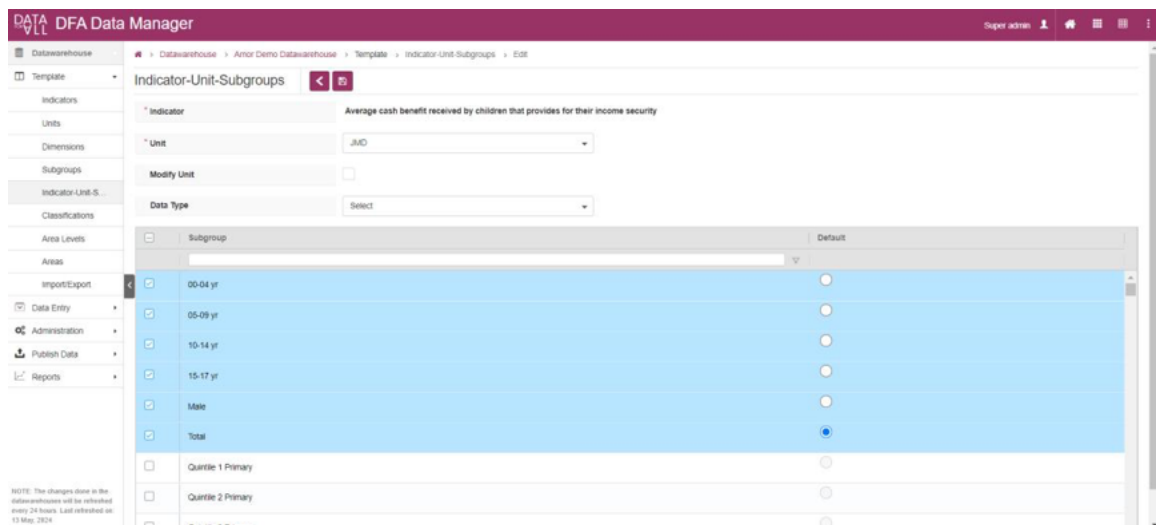


## Edit Indicator-Unit-Subgroup

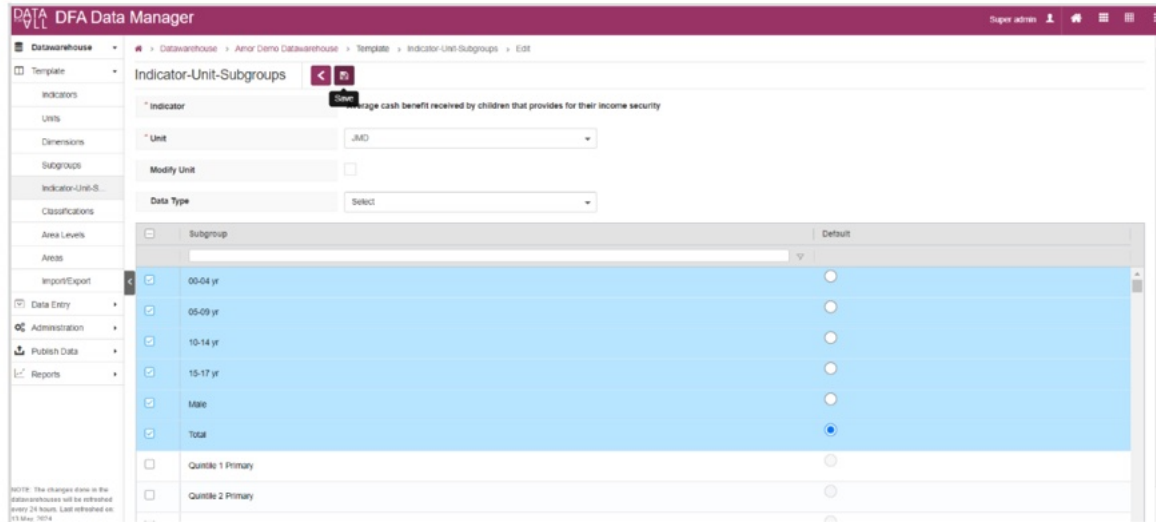
Step 1: Click on the Edit option in the action menu to modify an existing IUS combination.




Step 2: The IUS combination form opens in an editable format for you to make changes in any field (as described before).

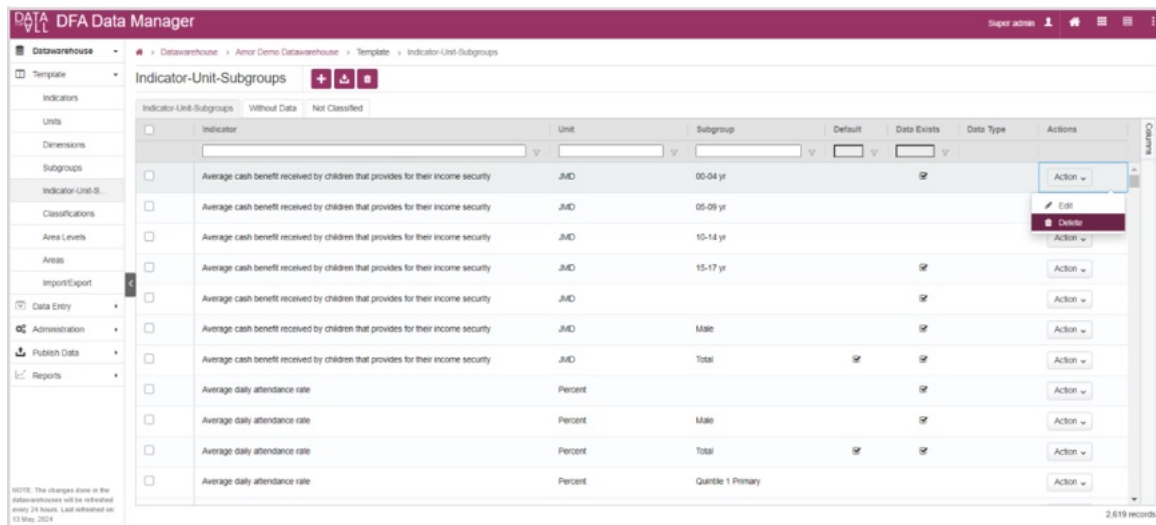


Step 3: After making the required changes, click on the save button on the left side of the window.

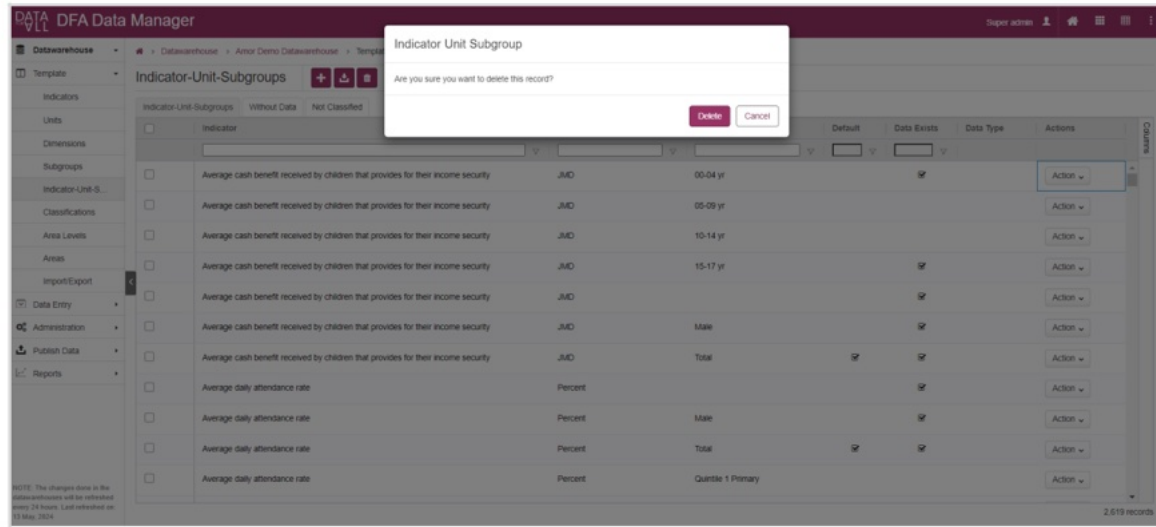


### Delete Indicator-Unit-Subgroup

Step 1: Choose the IUS combination from the list and click on  or click on the delete option from the action menu.



Step 2: A confirmation message appears.

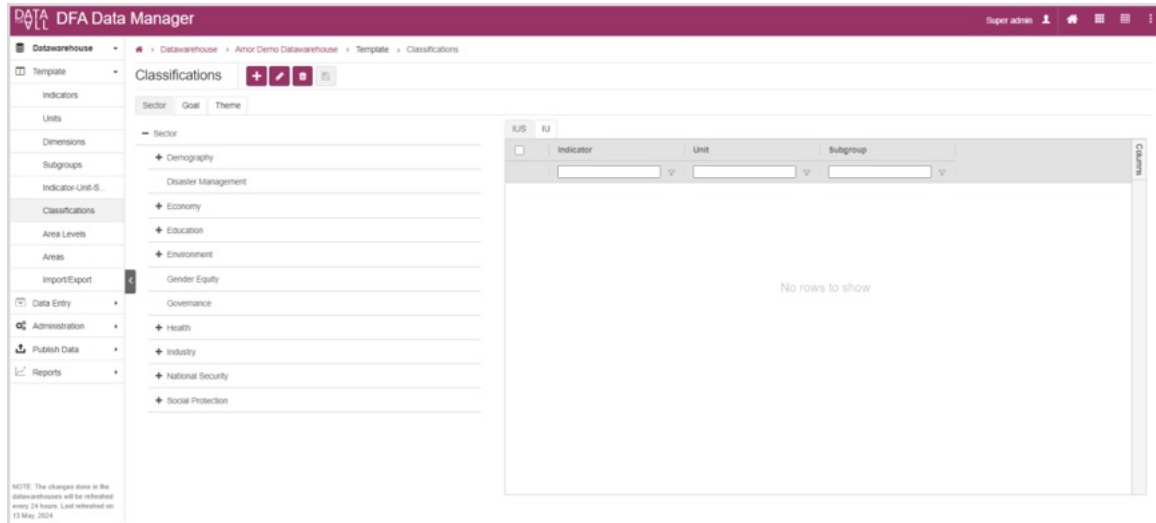


Step 3: Another confirmation message will appear. Click on Delete to permanently remove the IUS combination from the Data warehouse. Otherwise, click on the Cancel button.

Step 4: A message is displayed notifying you about the confirmed deletion.

## Classifications

All the IUSs being used in the Data warehouse are classified under a collective category for meaningful categorization by topics.



## Operations on classification



**Add:** Inserts new classifications.



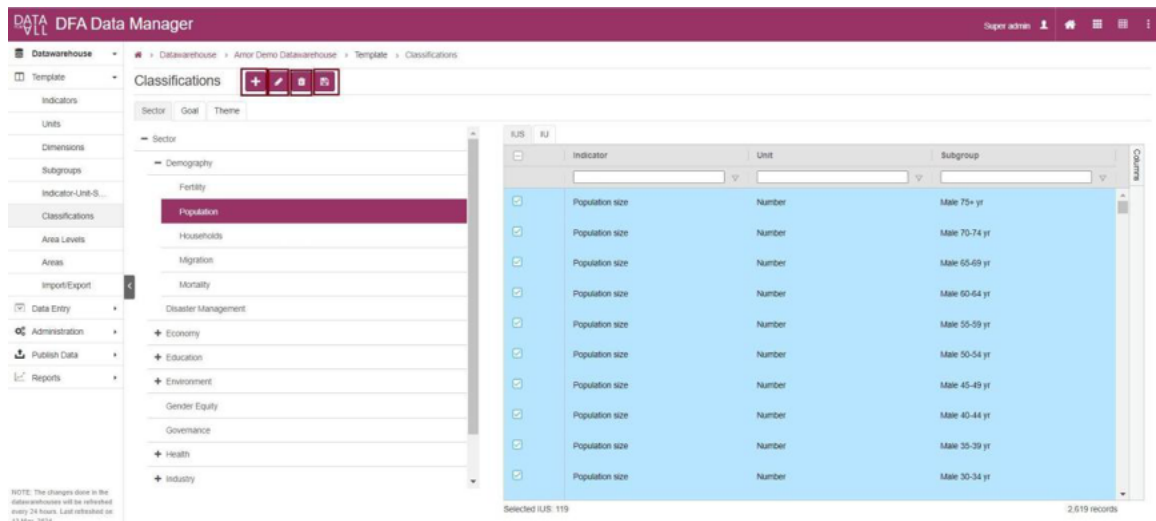
**Edit:** Modifies an existing classification.



**Delete:** Removes the selected classification from the Data warehouse.



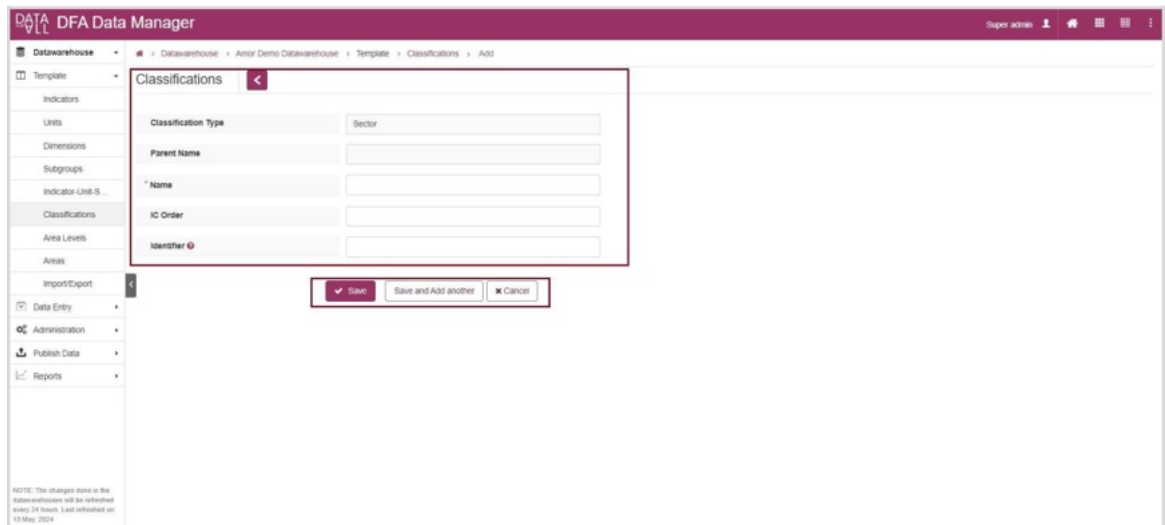
**Save:** As soon as the user makes changes in this section, the save icon gets enabled to allow the user to save the changes.



## Add Classification

Choose the classification and then click on  the button to add a new classification.

Step 1: A new form opens wherein the name and Identifier can be specified to create the classification.



Click on the Save button. Click on Save and Add another to open another form for the subgroup. Otherwise, click on the Cancel button to go back to the subgroup page.

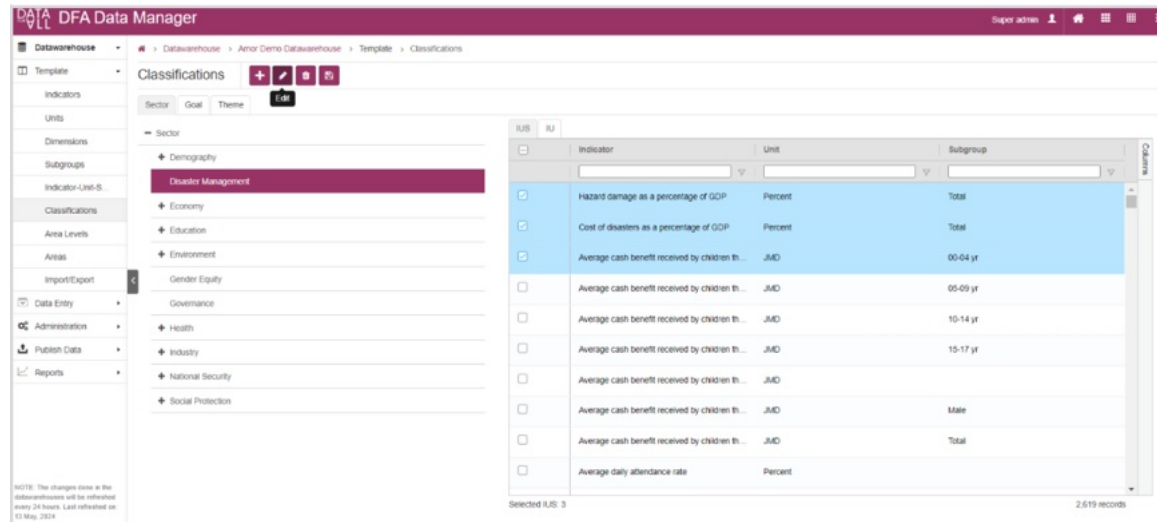
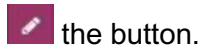
Step 2: In the classification that you created, you will see in the right pane that there are 4 options available (Selected IUS, Associate by IU, Associate by IUD, and IUS not associated).

- Selected IUS – will list out all the IUSs listed under the classification. If it is a new one, then this section will be empty.
- Associate by IU – When creating a new classification, users can select the IU to be mapped under the classification using this section and selecting multiple IU from the list. When an IU is selected, all corresponding subgroups associated with that IU will also be automatically associated under the classification.
- Associate by IUS – In this case, users can associate the IUSs by selecting the list available in the pane. All IUS combinations in this case are selected individually.

Step 3: After specifying the necessary details and making the selection, click on the Save button.


## Edit IUS under the classification

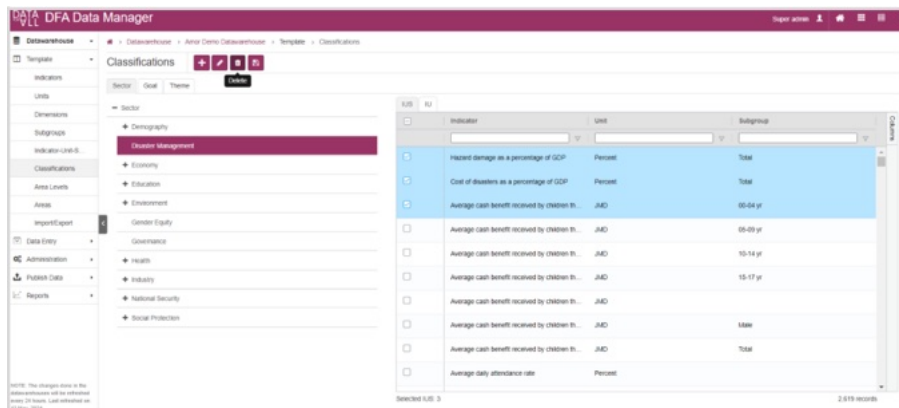
To update the existing IUS, select the IUS under a particular classification and click on



You can now edit the IUS form that opens in an editable format in which the items can be edited. After making the changes, click on the Save button.

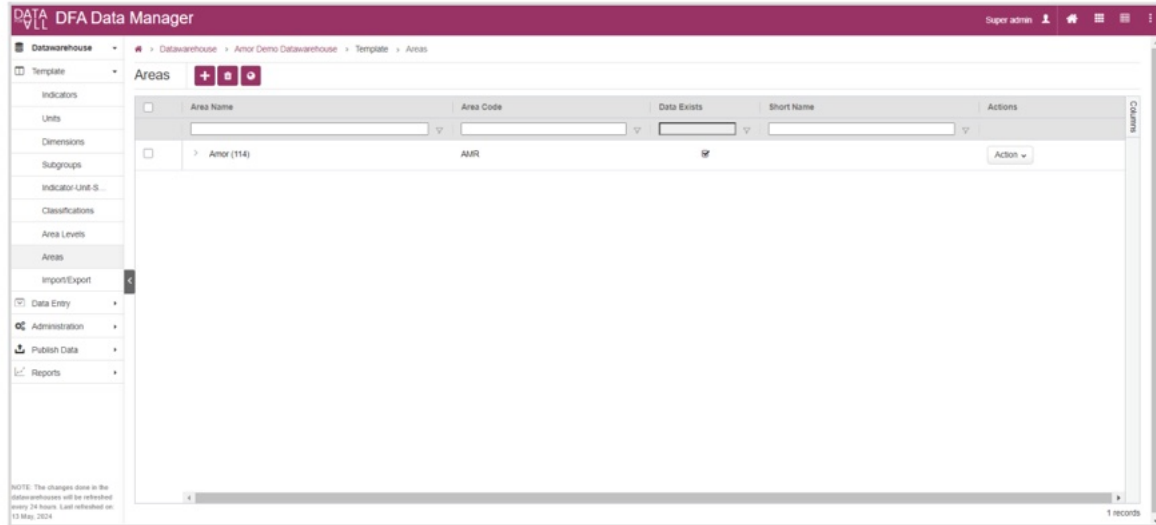
## Delete IUS under the classification

To delete an IUS, select the IUS under a particular classification and click on  the button. It will remove the selected classification from the Data warehouse.



## Areas

Areas are the geographical regions used within the Data warehouse.



## Operations on Areas

**+** **Add:** Inserts new Areas

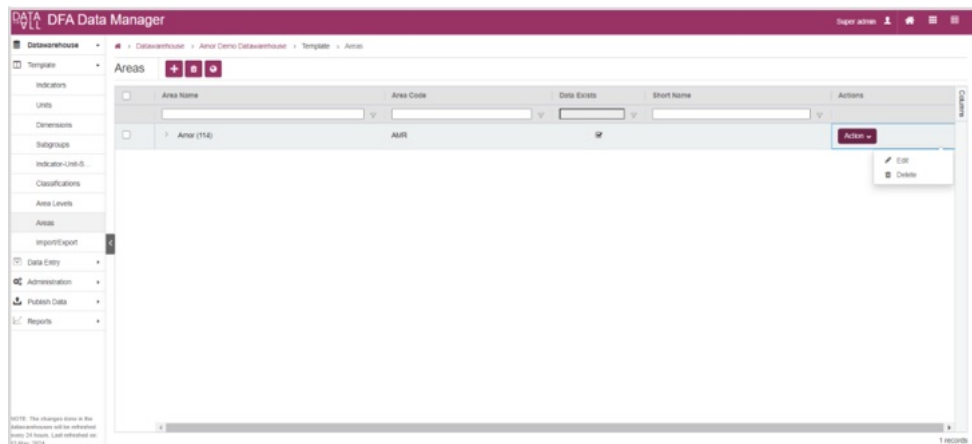
**🗑️** **Delete:** Removes the selected classification from the Data warehouse

**📍** **Map:** Displays the selected area on the map.

## Actions on Areas

**Edit:** Modifies an existing Area

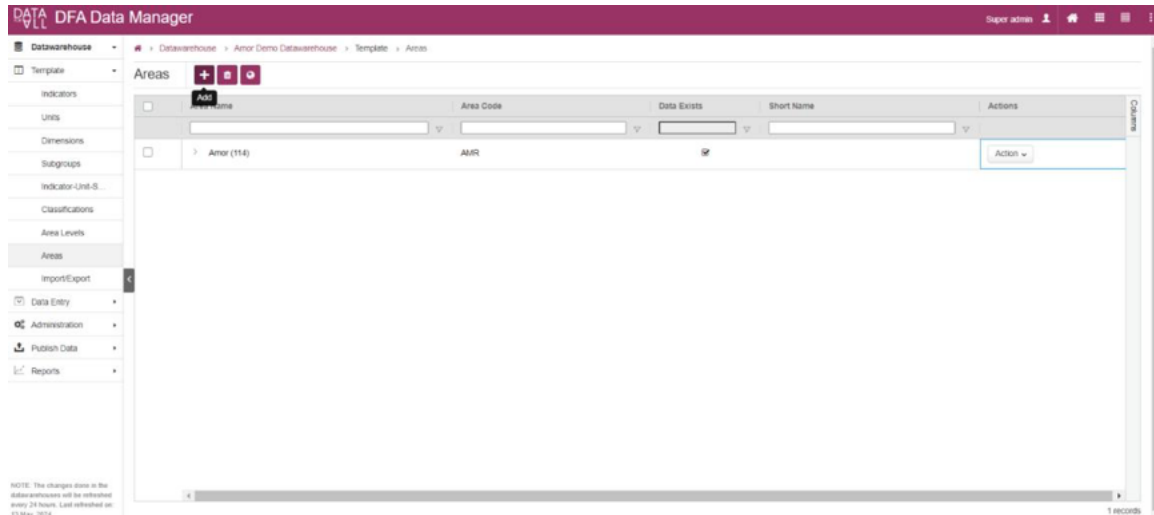
**Delete:** Removes the selected Area from the Data warehouse



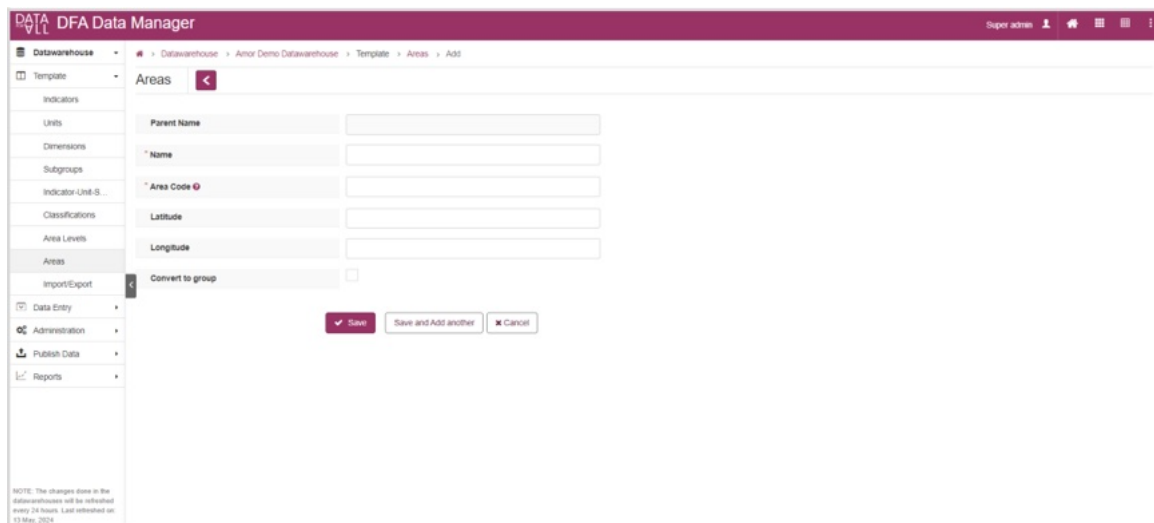


## Add new Areas

Step 1: Click on  to add a new area.



Step 2: A form opens wherein name and area ID can be specified along with latitude and longitude.



Select the checkbox if the area added needs to be grouped by combining some existing areas.

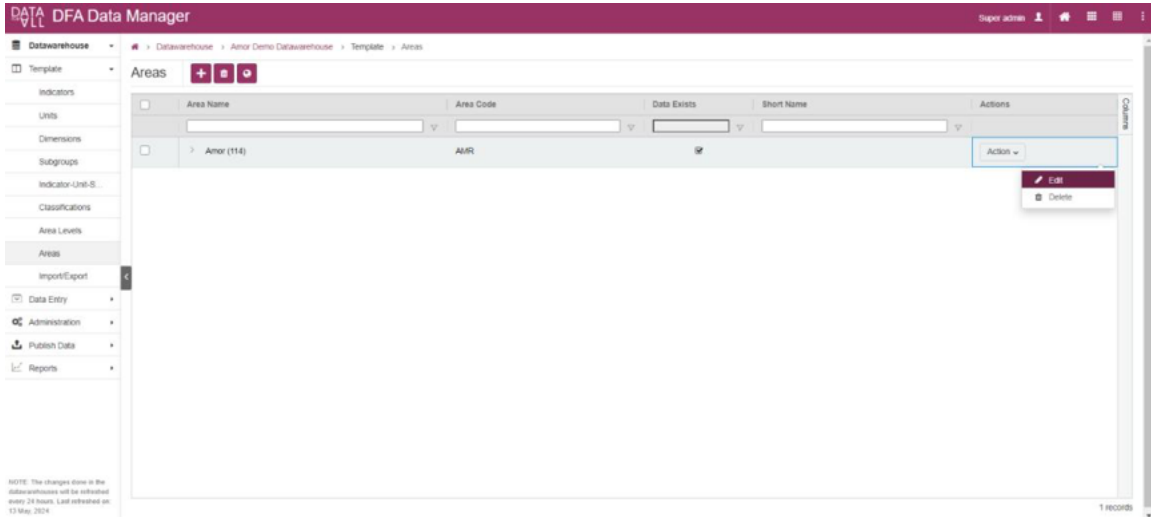
Click on Save to make changes permanent.

Save and Add another will open another form adding another area.

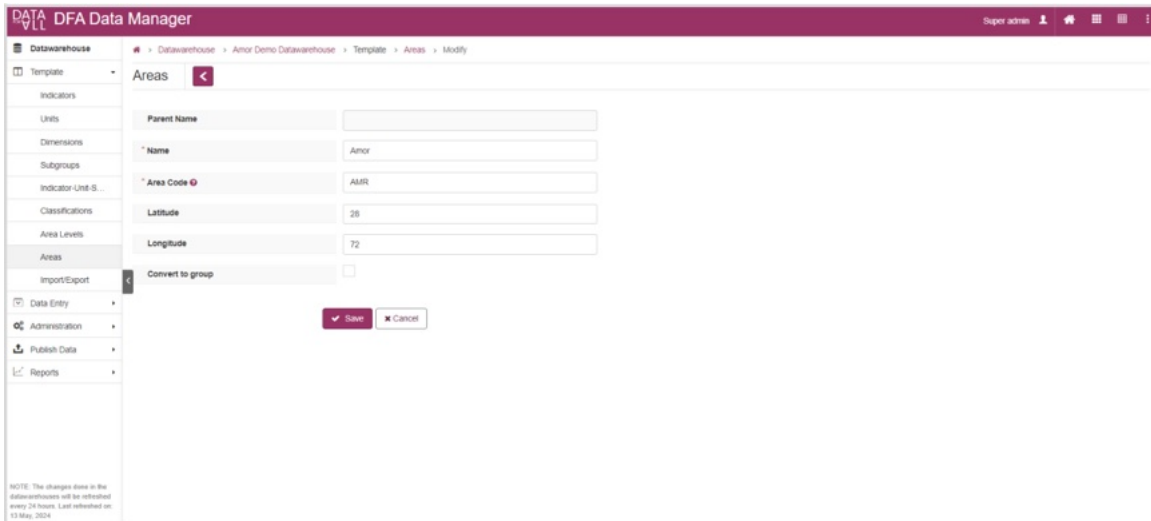
Click on Cancel to abort the changes.

## Edit areas

An area can be edited by clicking on the edit button in the action menu against any area that the user wants to modify.




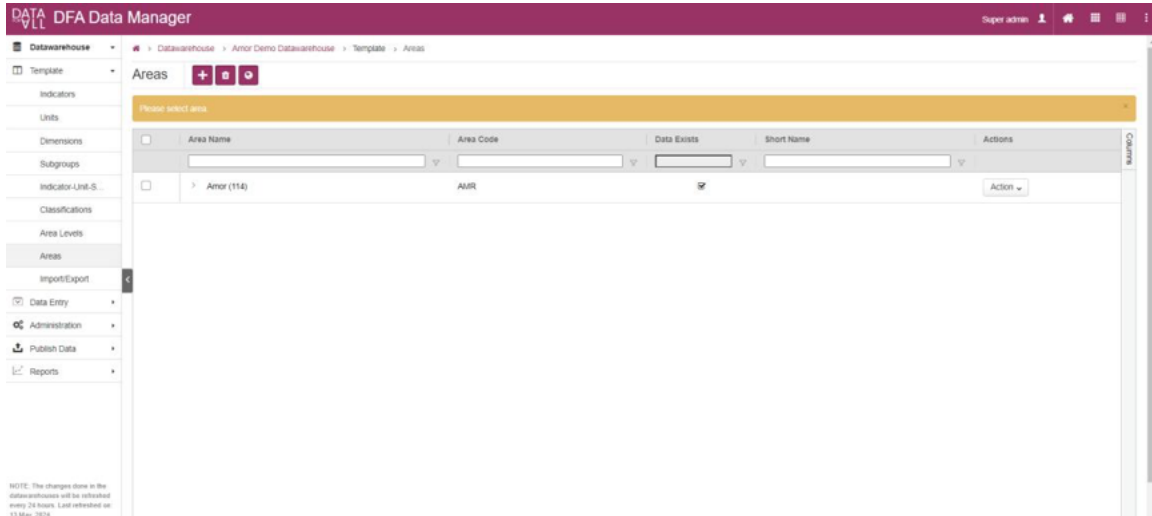
Step 1: The area details are displayed in an editable format for you to make changes in any field (as described before).



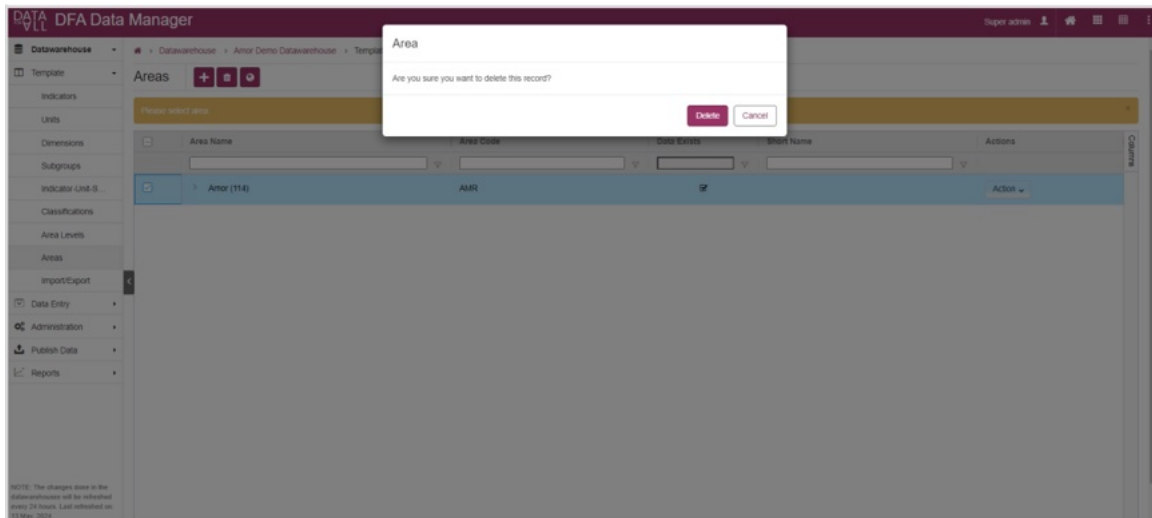
Make changes to the records as and click on the Save button.

## Delete areas

Step 1: To delete an area from the Data warehouse, click on  or select the delete option from the action menu against any area.




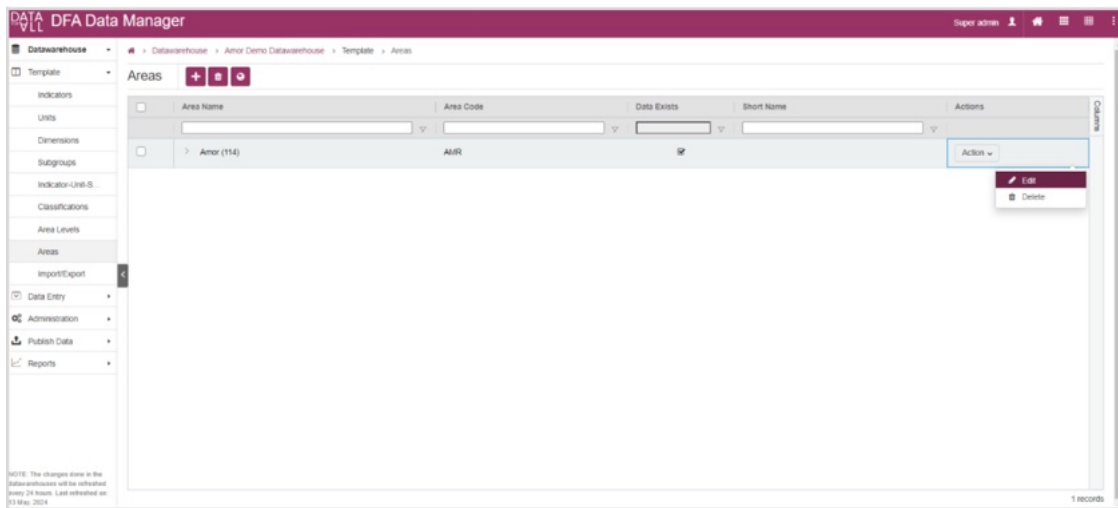
Step 2: A confirmation message appears asking for a confirmed deletion of the area.




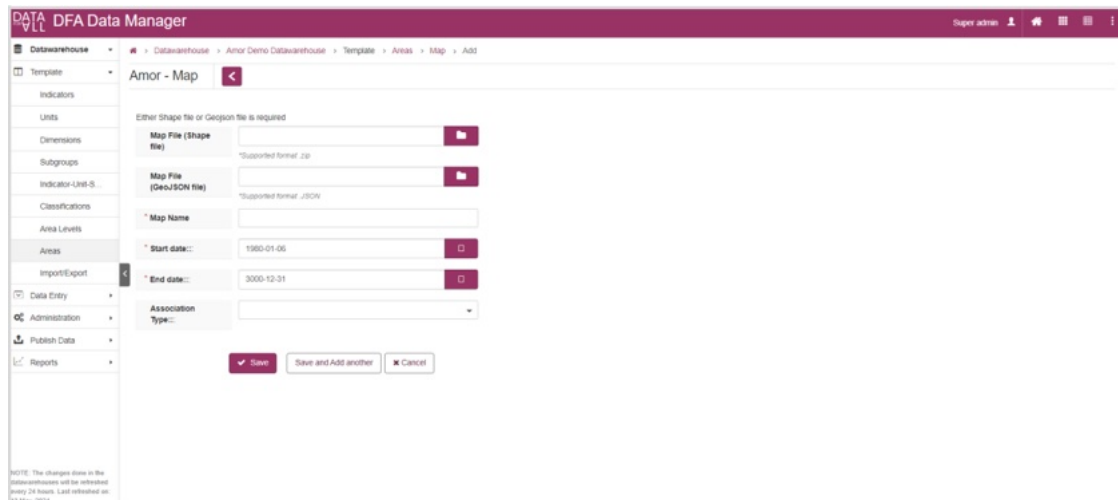
Step 3: Another confirmation message will be displayed. Clicking the Delete button will permanently delete the selected area.


## Adding Maps

Step 1: Click on  the button and select the area as shown below:



Step 2: After selecting the area, click on  the button again. Now, click on the Add button to add maps for the selected area.



Step 3: Click on  to upload the map file. Users can upload two types of maps i.e. two different file formats.

Step 4: Enter the map name in the field indicated.

Step 5: Also, choose the start date as well as the end date for the map to be displayed for the selected area.

Step 6: Choose from the dropdown menu whether it is sibling type or split.

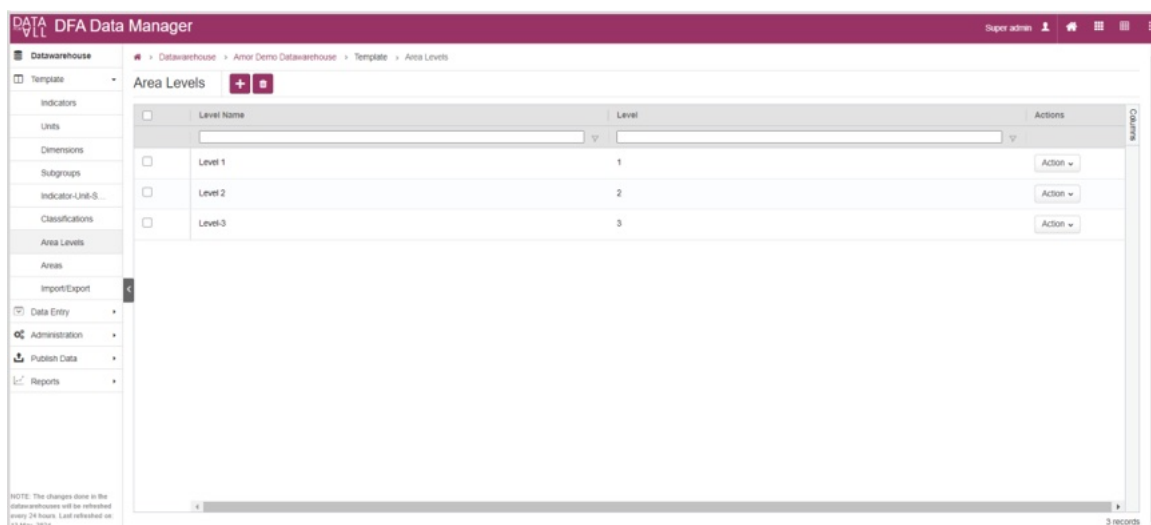
Click on Save to confirm the changes made.

Save and Add another: Saves the current changes and opens a form for creating a new map.

Cancel: Aborts the changes made.

## Area Level

This section refers to the hierarchy of geographical levels available throughout the tool with Level 1 being the highest level and so on. Users can create areas up to N number of geographical levels.



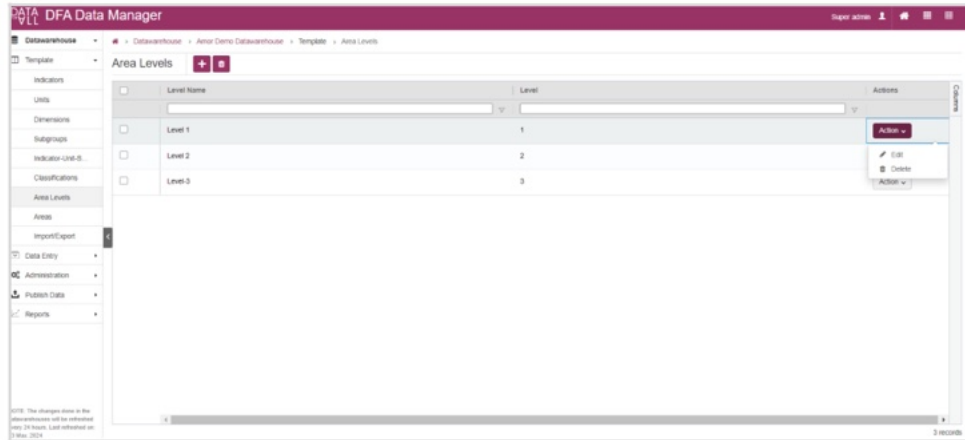
## Operations on Area Levels




**Add and Edit:** Adds and Modifies an existing Area level and a new Area level to the Data warehouse.

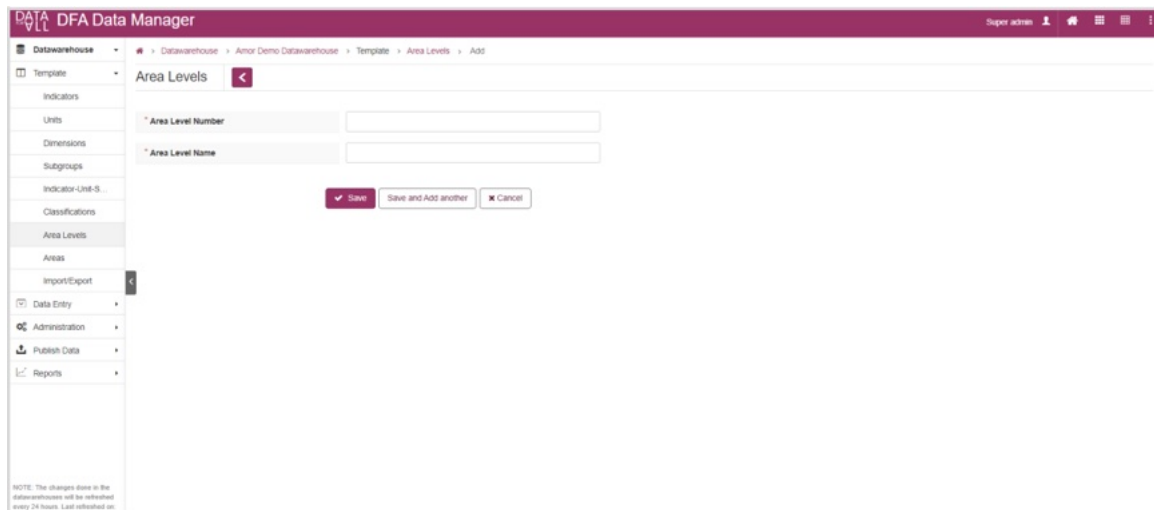


**Delete:** Removes the selected area level from the Data warehouse




## Add an Area level

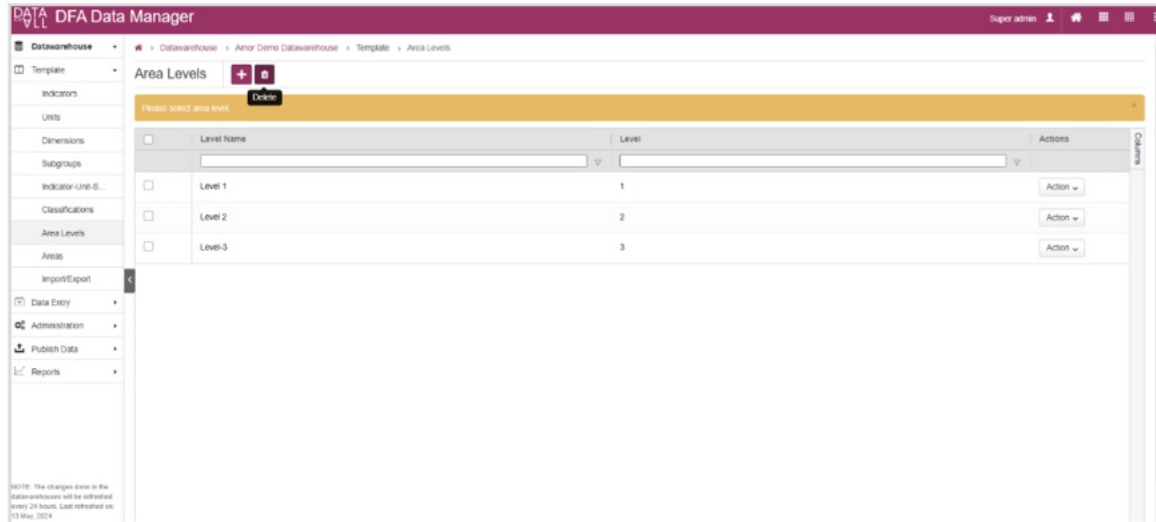
A new level can be created in the tool by clicking on  the button.



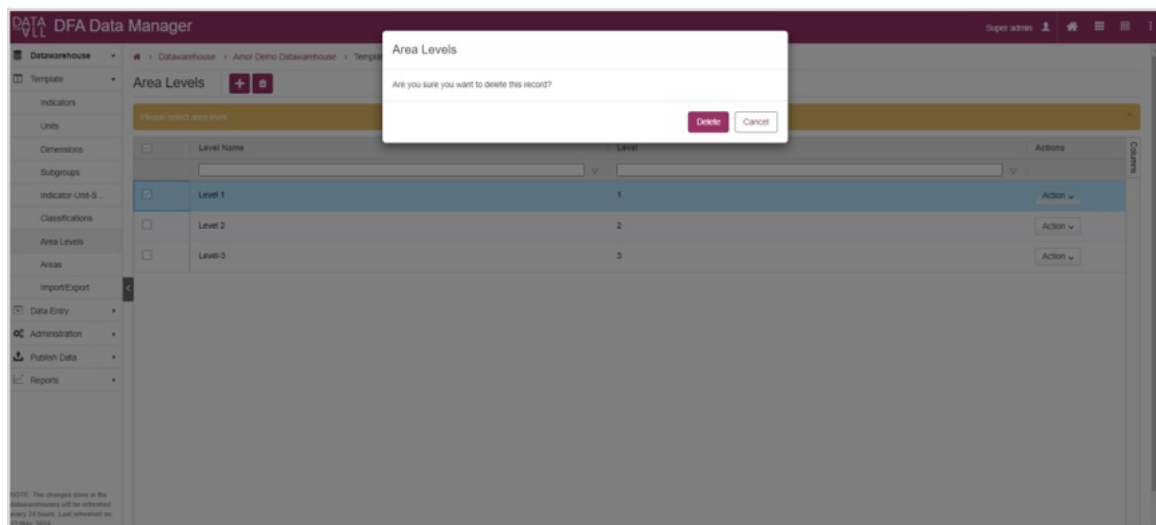
- On the new page, input the area level number and area level name into the respective fields. After providing values for both fields, click on the "Save" button.
- To save and open another form for creating a new level, click on "Save and Add another." Alternatively, click on "Cancel" to abort the action.

## Delete an Area-level

Step 1: To delete an area level from the Data warehouse, click on  or select the delete option from the action menu against any area.



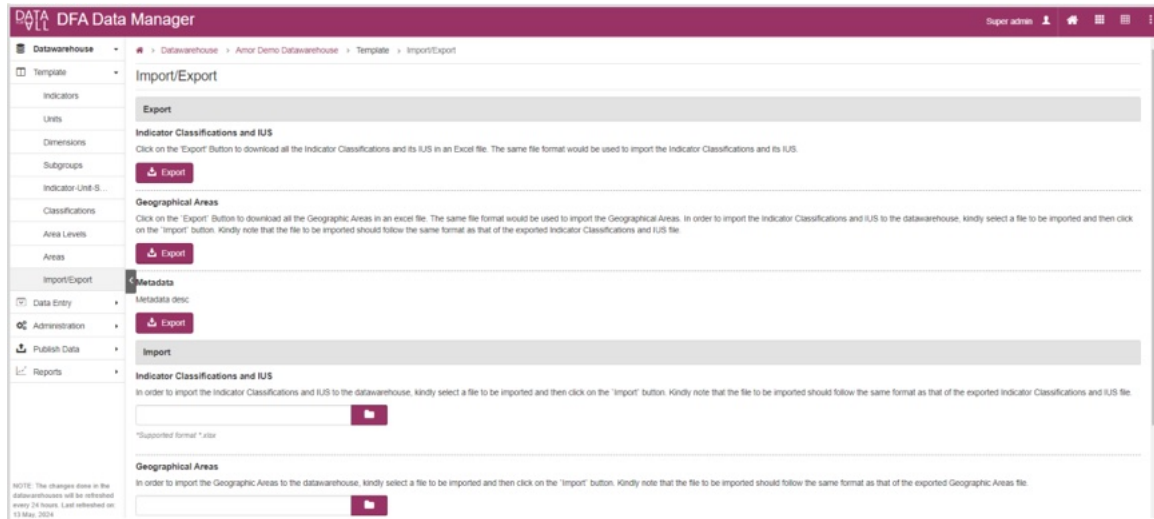
Step 2: A pop-up message appears on the screen confirming the action. Click on delete to confirm the deletion.



Step 3: Another pop-up message appears on the screen confirming the action. Click on delete to permanently delete the area level from the Data warehouse.

## Import/Export

This section enables you to download and upload a list of Indicator classifications, including Indicator-Unit-Subgroup (IUS), geographical areas, and metadata descriptions.



### Export:

1. Export Indicator classifications and IUS: This enables downloading an Excel sheet containing a list of Indicator Classifications and IUS.
2. Export Geographical Areas: Facilitates downloading an Excel sheet for Geographical Areas.
3. Export Metadata desc: Allows downloading an Excel sheet for metadata description.

### Import:

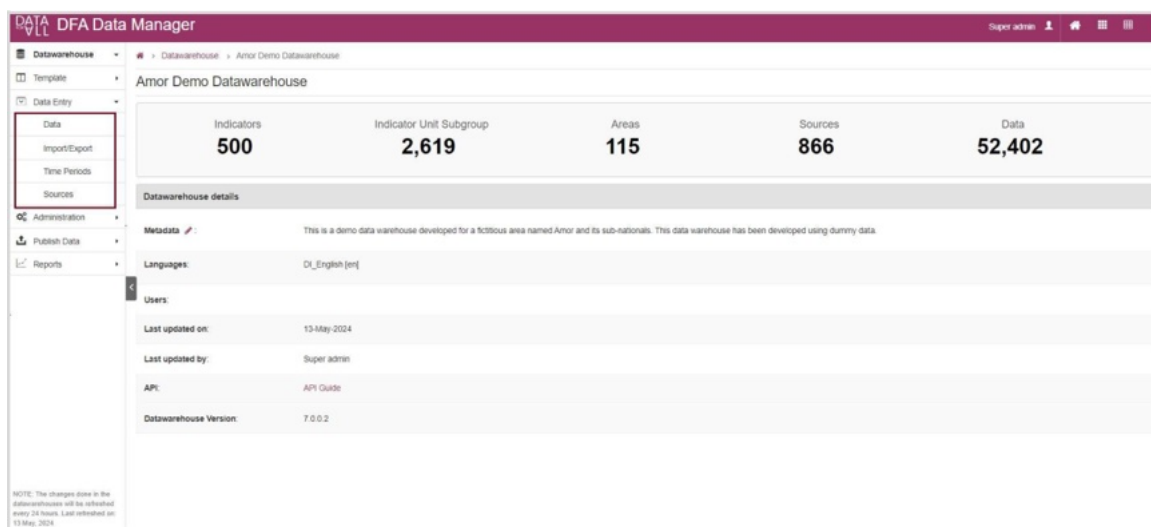
4. Import Indicator classifications and IUS: Allows uploading an Excel file for Indicator Classifications and IUS. The import file format and structure should match the exported file.
5. Import Geographical Areas: Enables uploading an Excel file for Geographical Areas. The import file format and structure should match the exported file.
6. Import Metadata desc: Allows uploading an Excel sheet for metadata description.



## Data Entry

The data entry module is a section where users can update existing data or add new data for the Indicator-Unit-Subgroup (IUS) in the Data warehouse. This module consists of four sub-sections:

1. Data: Allows users to input or update data.
2. Import/Export: Provides options for importing data from or exporting data to external sources.
3. Time Period: Manages and sets time periods for the data.
4. Source: Deals with specifying the data sources.



## Data

This section allows the administrator/user to view, add, or update data values for existing Indicator-Unit-Subgroup (IUS) entries. Users can select multiple IUS and areas, as well as area levels, for which data can be updated. They can also choose multiple time periods and sources to specify data entries against.

### Operations on the data



**Search:** Search the entire Data warehouse for the selected elements



**Save:** As soon as the user makes changes in this section, the save icon gets enabled to allow the user to save the changes.



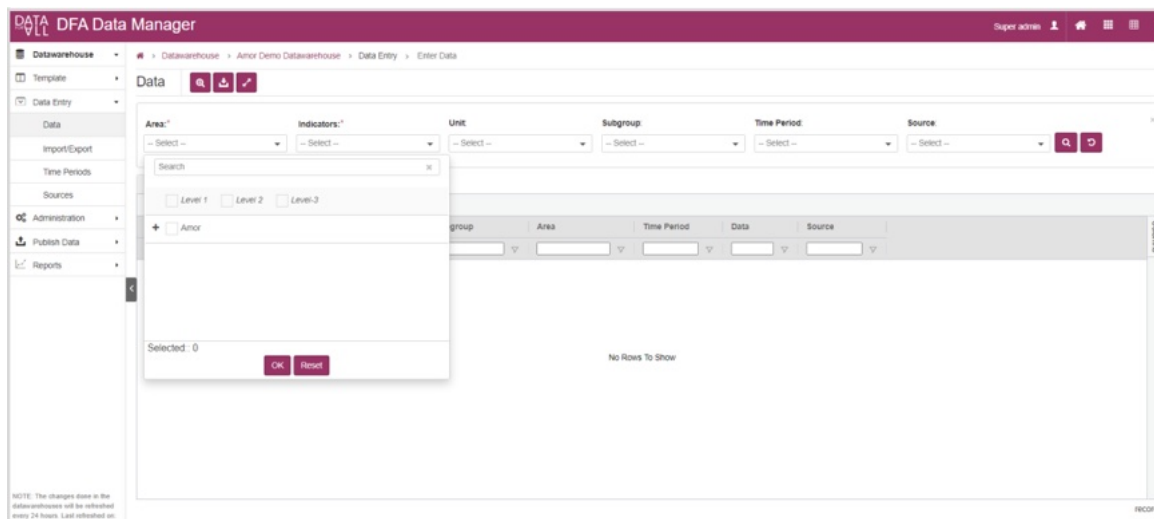
**Delete:** Delete a record from the Data warehouse

 **Export:**

Download the list of Indicator-Unit-Subgroup (IUS) from areas in an Excel format.

Steps to add/update/view data:

- Click on the tab named "Data."
- Click on the Area selection pane.
- A list of available areas, along with the provision to select area levels (Country, State, District, Block) in the Data warehouse, will be displayed.
- Users can select one or multiple areas for which they would like to add/update data. If the country name is selected, all area levels will be automatically selected by default.
- Next, click on the Indicators pane. A drop-down list will appear, offering three different sector options to choose from: Inequality Data warehouse, Global Data warehouse, and Thematic Dashboard. Depending on the section whose indicators the user wants to update, they can select the sector.
- Once the sector is selected, users can further choose sub-sectors under which the IUSs for the dashboard are listed.



To access available Indicator-Unit-Subgroup (IUS) within the dashboard:

1. Navigate to the respective heading in the drop-down list.
2. Click on the heading to expand and reveal the associated IUS.
3. Select one or multiple IUS from the list to add/update/view data as desired.

To select the time period:

- Click on the dropdown button next to the time period field.

- A list of existing time periods will appear.
- Click on the desired time periods for which data needs to be updated/added.
- If you want to enter data for a new time period:
- Click on the "Add" button in the Time Period section of the Data Entry menu.
- Enter the details for the new time period.
- Once added, select the new time period from the list.

To specify the data source:

- Click on the "Source" tab in the Data Entry menu.
- A list of existing sources available in the Data warehouse will be displayed.
- Select the source from the existing list if available.
- If the desired source is not available, click on the "Add" button.
- Enter the new source information in the specified format: "Publisher – Publication - Publication time period".
- Once added, the new source will be listed, and you can select it from the list to associate it with the data.

After selecting the necessary elements, such as Area, IUS, Time period, and source, proceed as follows:

- Click on the "Search" button.
- This action will trigger a process to search the entire Data warehouse for the selected elements.
- The results, including the specified Area, IUS, Time period, and source, will be listed on the same page for your review and further action.

You can customize the display order and format of the information using the "Group By:" section:

- Choose the grouping of information by selecting either IUS, area, or time period.
- Select how you want the information to appear in rows and columns:
- Choose to display areas in rows and time periods in columns, or vice versa.
- This flexibility allows you to tailor the presentation of data according to your preferences and analytical needs.

Once you've completed the steps outlined above, you'll find the list of Indicator-Unit-Subgroup (IUS) along with their respective areas, time periods, and sources displayed below. This comprehensive overview allows you to efficiently manage and analyze the data within the Data Entry menu.

Indicator	Unit	Subgroup	Area	Time Period	Data	Source
Average cash benefit received by children that provides for th...	JMD	00-04 yr	Amor	2022.11		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	00-04 yr	Amor	2021.03		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	05-09 yr	Amor	2022.11		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	05-09 yr	Amor	2021.03		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	10-14 yr	Amor	2022.11		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	10-14 yr	Amor	2021.03		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	15-17 yr	Amor	2022.11		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	15-17 yr	Amor	2021.03		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	Male	Amor	2022.11		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	Male	Amor	2021.03		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	Total	Amor	2022.11		JAM-Ministry of Education...
Average cash benefit received by children that provides for th...	JMD	Total	Amor	2021.03		JAM-Ministry of Education...
		Total	Amor	2022.11		JAM-Ministry of Education...

- As you can observe, the IUS data is arranged in rows, with areas and time periods listed as columns, and the data source displayed below the data value pane.

To input data:

- Enter the data value in the pane provided under the "Data Row" for the corresponding IUS, area, and time period.
- To add additional data from a different source, click on the "+" symbol to insert a new row under the same Area for the same IUS. Then, enter the data value and assign the source by selecting from the dropdown box on the right side of the section. Options include Footnote, source, amor, and delete.
- To add footnotes, click on the footnote option and provide the necessary content.
- Once all required information is entered, click on the "Save" button at the end of the page to update the Data warehouse.

To delete records:

- For bulk deletion of data for all selected IUS, click on the "Delete all" button.
- Alternatively, to delete records individually, select the data row to delete, click on the dropdown available to its right, choose "delete," and then click on the "Save" button to confirm the deletion.

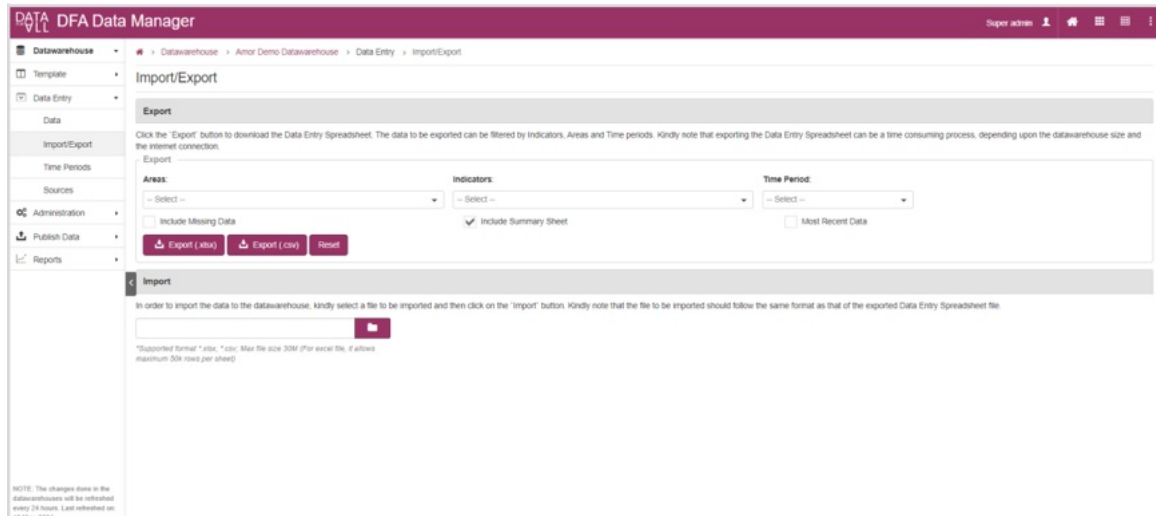
To re-select criteria:

- Click on the "Reset" button under each section (areas, indicators, time period, and source) to clear previous selections.
- Re-select the desired elements and repeat the selection process to enter new data.

Importing and exporting data via Excel (DES) provides an efficient method to add or update existing IUS data across areas, time periods, and specified sources. Here's how to utilize this process:

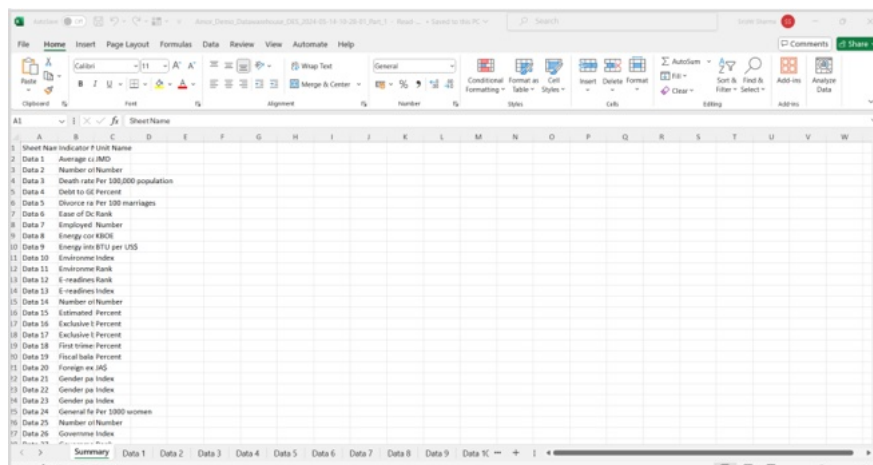
Choose the elements for which you wish to add or update data:

- a. Areas
- b. Indicators
- c. Time periods



- If you need to add new data, select "Include missing data" to export IUS that currently lack data but have been selected for update or addition.
- Then, click on "Export." A prompt will appear with a download link.
- Click on it to download the corresponding information in an Excel file.

The downloaded file will resemble the image below:



- Once all necessary updates are entered in the DES, save the Excel file.
- Then, proceed to the Import/Export page and click on the "Upload file" button.
- Select the updated and saved DES file and click "Import."
- The file will be imported into the Data warehouse, updating the information against the corresponding IUS, area, time period, and source.
- Upon completion, a message box will confirm the successful update.

## Time Period

This feature enables the admin to Add, edit or delete time periods in the Data warehouse. The following steps can be followed to perform the actions.

The screenshot shows the 'Time Periods' section of the DFA Data Manager. The table contains the following data:

	Time Period	Start Date	End Date	Periodicity	Action
<input type="checkbox"/>	1879	01.01.1879	31.12.1879	A	Action
<input type="checkbox"/>	1880	01.01.1880	31.12.1880	A	Action
<input type="checkbox"/>	1881	01.01.1881	31.12.1881	A	Action
<input type="checkbox"/>	1882	01.01.1882	31.12.1882	A	Action
<input type="checkbox"/>	1889	01.01.1889	31.12.1889	0	Action
<input type="checkbox"/>	1890	01.01.1890	31.12.1890	0	Action
<input type="checkbox"/>	1891	01.01.1891	31.12.1891	0	Action
<input type="checkbox"/>	1892	01.01.1892	31.12.1892	0	Action
<input type="checkbox"/>	1910	01.01.1910	31.12.1910	0	Action
<input type="checkbox"/>	1911	01.01.1911	31.12.1911	0	Action
<input type="checkbox"/>	1912	01.01.1912	31.12.1912	0	Action

NOTE: The changes done in the datawarehouse will be refreshed every 24 hours. Last refreshed on: 13 May 2024

To manage time periods in the Data warehouse, follow these steps:

Adding a New Time Period:

1. Click on the "Add" button.
2. Select the desired time period format (YYYY, MM.YYYY).
3. Enter the new time period in the provided pane, following the selected format.
4. Click "Save" to add the new time period.

## Editing a Time Period:

1. Click on the "Edit" button next to the time period you wish to edit.
2. Make the necessary corrections in the opened window.
3. Click "Save" to update the time period with the changes.

## Deleting a Time Period:

1. Click on the "Delete" button next to the time period you want to delete.
2. Confirm the deletion when prompted by clicking "Yes" in the confirmation message.

## Exporting Time Periods:

- Click on the "Export" button to download the list of time periods in an Excel format.

## Importing Time Periods:

- Use the "Import" feature to upload an updated list of time periods in an Excel format.




Source: The Source section lists all the sources used for extracting data for the Data warehouse.

Sources	Publisher	Title	Year	Short Name	Action
<input type="checkbox"/>	JAM_Ministry of Health_2010	JAM	2010		Action
<input type="checkbox"/>	JAM_Ministry of Health_2011	JAM	2011		Action
<input type="checkbox"/>	JAM_Ministry of Health_2015	JAM	2015		Action
<input type="checkbox"/>	JAM_Ministry of Health_2007	JAM	2007		Action
<input type="checkbox"/>	JAM_Ministry of Health_2008	JAM	2008		Action
<input type="checkbox"/>	JAM_Office of the Children's Advocate_...	JAM	2012		Action
<input type="checkbox"/>	JAM-Statistical Institute of Jamaica_De...	JAM-Statistical Institute of Jamaica	2011		Action
<input type="checkbox"/>	JAM-Statistical Institute of Jamaica_De...	JAM-Statistical Institute of Jamaica	2012		Action
<input type="checkbox"/>	JAM-Statistical Institute of Jamaica_De...	JAM-Statistical Institute of Jamaica	2013		Action
<input type="checkbox"/>	JAM-Statistical Institute of Jamaica_De...	JAM-Statistical Institute of Jamaica	2014		Action
<input type="checkbox"/>	JAM-Statistical Institute of Jamaica_De...	JAM-Statistical Institute of Jamaica	2015		Action

NOTE: The changes done in the datawarehouse will be refreshed every 24 hours. Last refreshed on 13 Mar, 2024

866 records

## Operations to be performed on Sources


-  Add: Inserts a new source.
-  Export: Downloads the list of sources in an excel format.
-  Delete: Delete the selected source from the list.

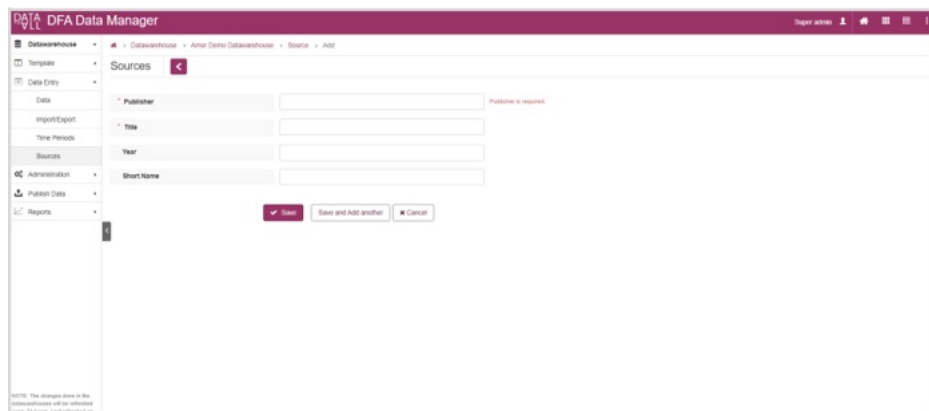
## Actions to be performed on Sources

Edit: Modifying the existing source information.

Delete: Deleting the source from the list.

## Adding new source

Step 1: Click on add  button. A form will be displayed to add information of the new source.



Step 2: Add information to the fields. (Fields with asterisk are mandatory)

**Publisher:** The drop-down list in the Publisher box contains ISO codes for countries and standard acronyms for international institutions. If the publisher is a government agency, enter the ISO code for the country. If the publisher is an international institution, enter the acronym of the institution (for example, UNDP).

**Title:** Name of the Publication being used as reference.

**Year:** Year of referred publication.

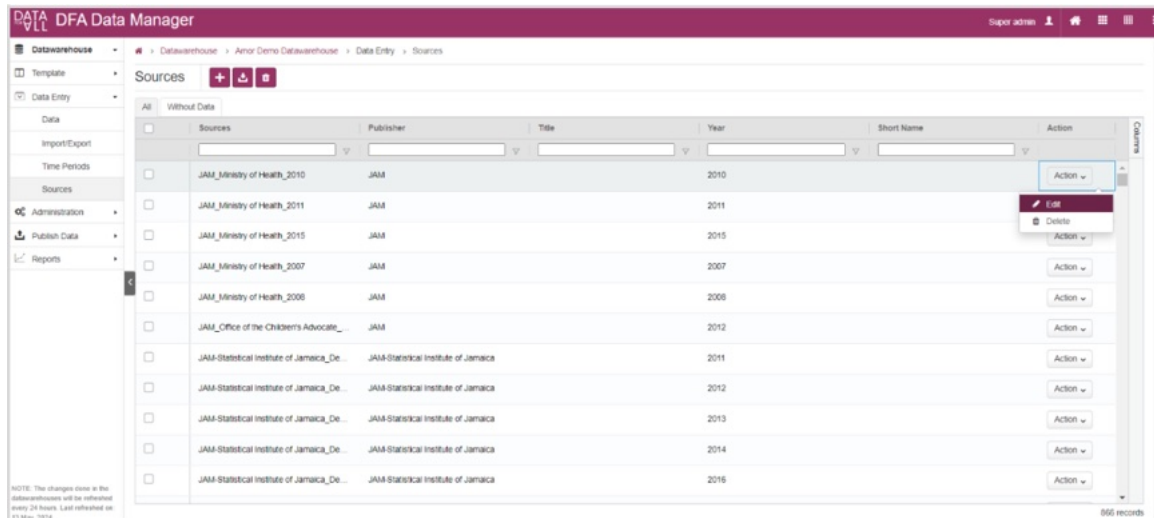
**Short Name:** Acronym (if any) of the publication.

After adding the details in the text fields, click on Save button to make the changes permanent. Save and Add another will open a new form for adding a new source. Click on Cancel to abort the task.

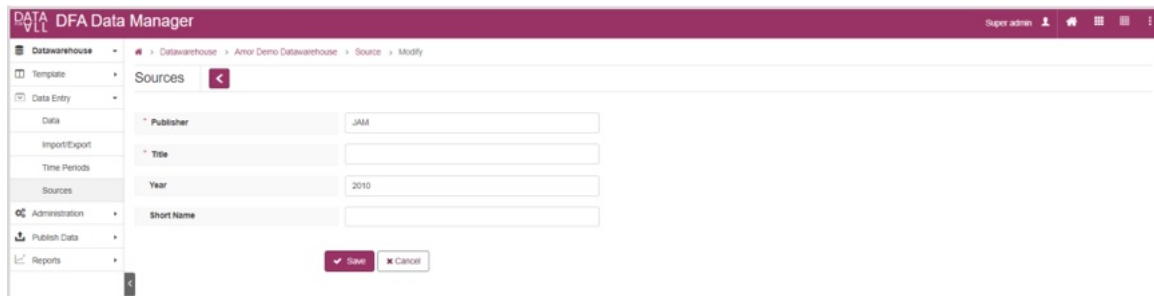


## Editing the source

Step 1: Click on the edit button from the action's menu against the source which you want to edit.




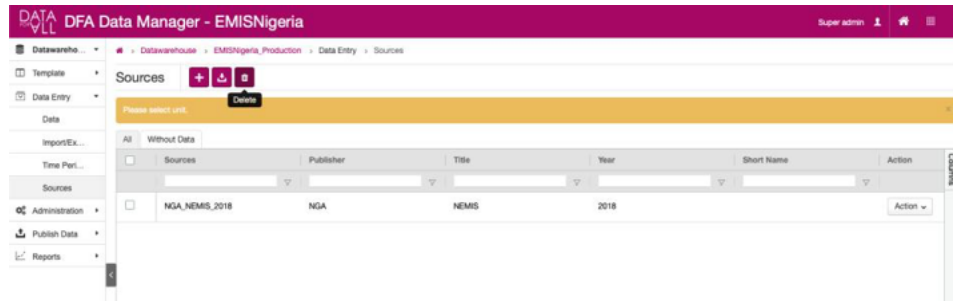
Step 2: A form will be displayed to modify the existing information about the source.



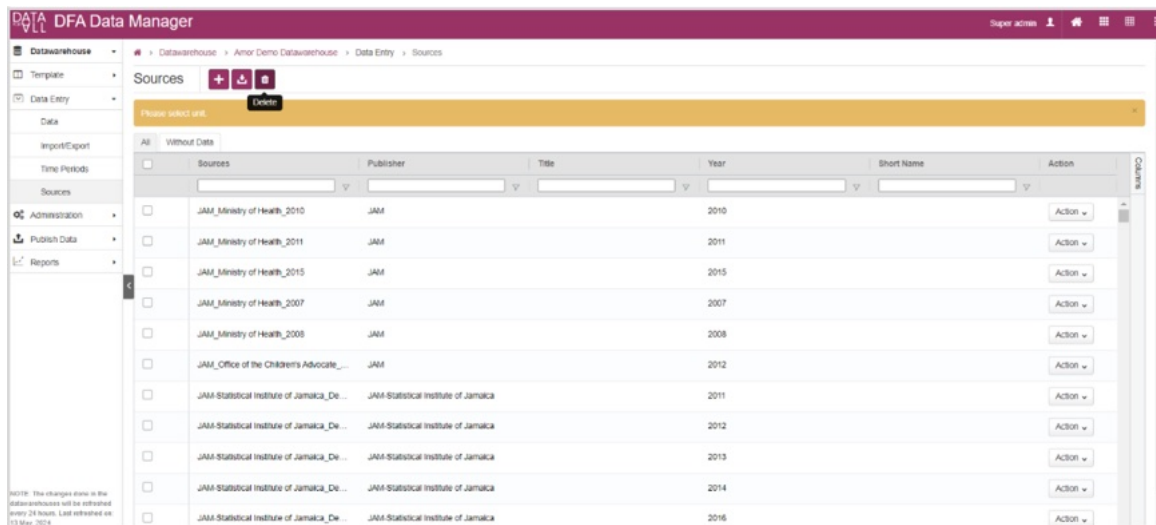
Step 3: Click on Save button. Click on Cancel to abort the changes.

## Deleting the source

Step 1: Choose a source from the list to be deleted. Click on  or select delete option from the action menu against any source.



Step 2: A pop-up will appear on the screen for confirmation. Click on delete to confirm.

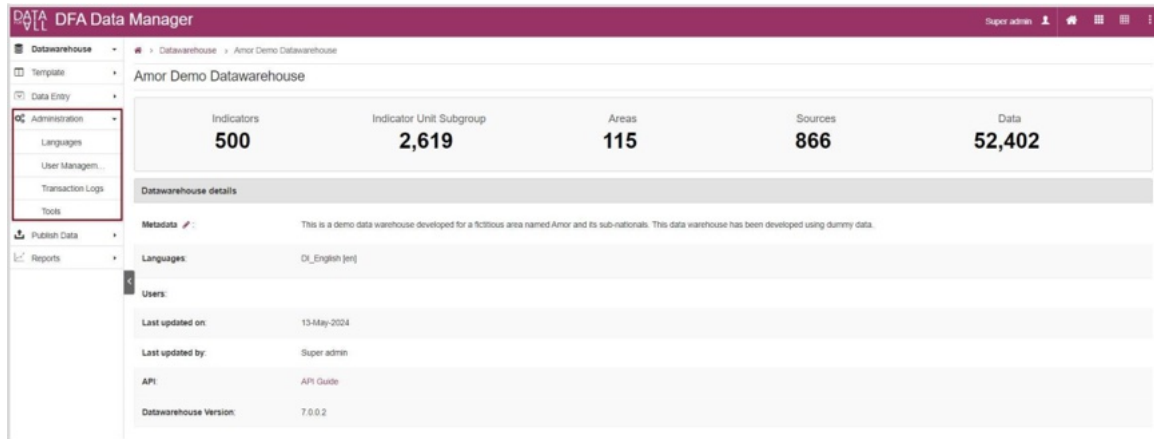


Step 3: Another pop-up will appear on the screen. Click on delete to permanently delete the source from the list.

Step 4: A confirmation message will appear on the screen.

## Administration

This section is responsible for managing users, configuring templates and language and for maintaining transaction logs.

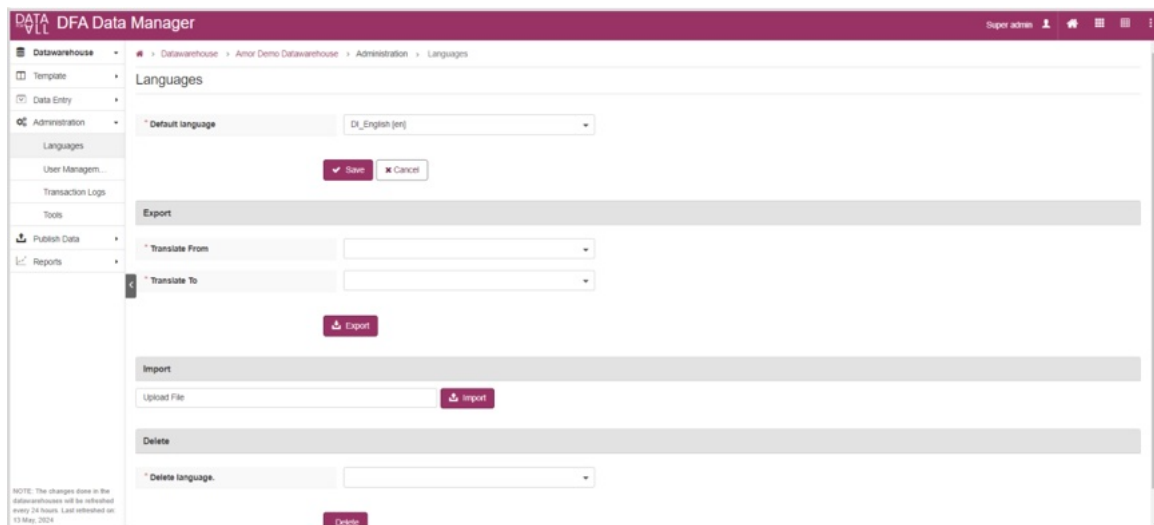


We have the following sections under the Administrator panel as shown:

1. Languages
2. User Management
3. Transaction Logs
4. Tools

Let's discuss each of these sections in detail:

### Languages



**Default Language:** If the Data warehouse is multilingual, choose the language from the dropdown to be set as the preferred language.

**Translate From:** Choose a source language from the dropdown menu.

**Translate To:** Choose the language in which the information from the Data warehouse needs to be saved.

**Export:** The button allows downloading of the complete list of translation strings used throughout the tool.

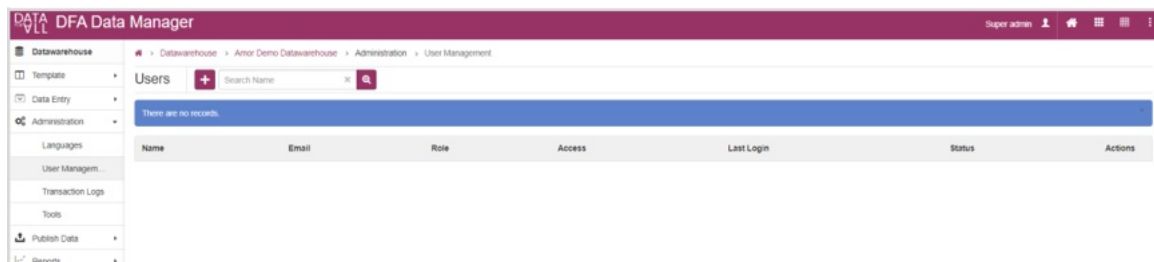
**Upload File:** This button allows you to select a file from the system consisting of translation strings to upload on the tool.

**Import:** This button uploads the selected file to the tool.

**Note:** The language file format should comply with the one downloaded using export option.

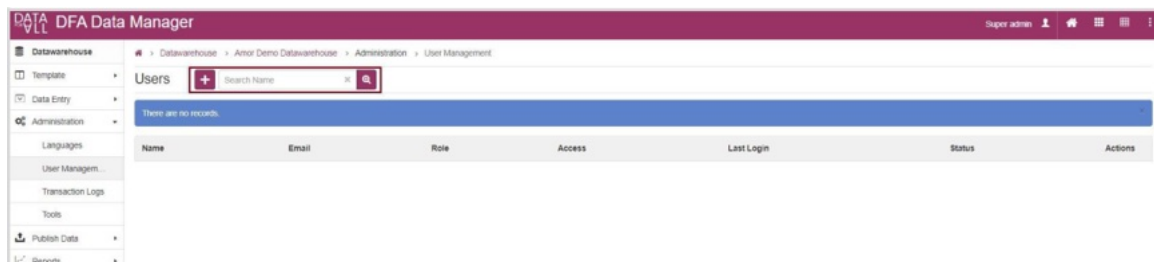
## User Management

This section allows the management of users registered in the Data warehouse.



### Searching Users


You can search for a particular user from the user list by entering the keyword in the search box.

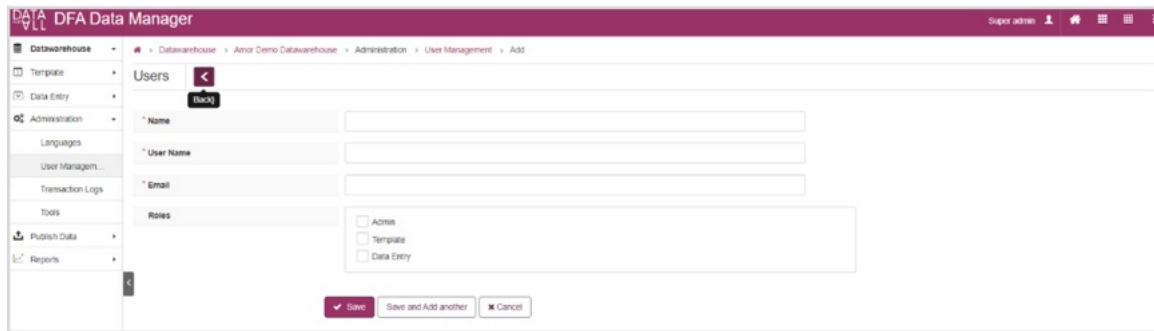


The users matching the criteria are displayed in the user list.

## Add new User

A new user can be created by following the below steps.

Step 1: Click on  button. A form will be displayed to enter the new user details. Enter the information and assign the role to the new user.



**Save:** This button saves the details of the newly created user.

**Save and Add another:** This button saves the entered details and opens another form for creating another user.

**Cancel:** This button aborts the changes made.

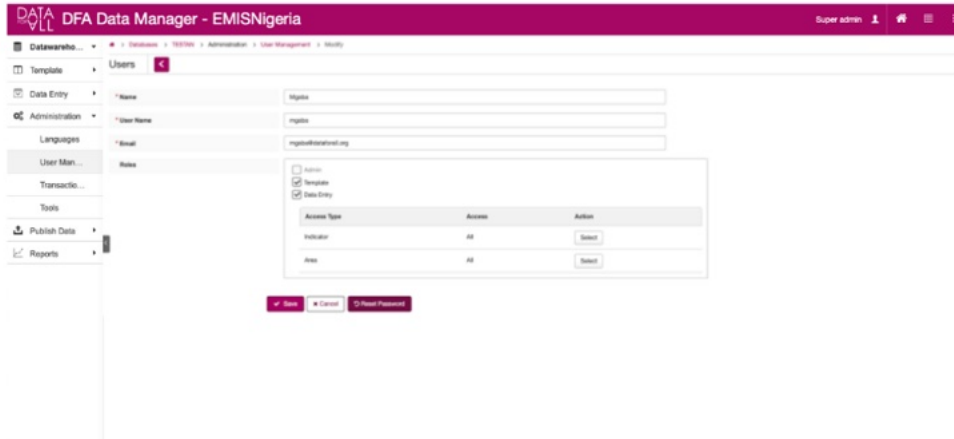
## Actions on Users

The below actions can be performed on the selected user:

1. **Edit:** You can update the user details by clicking on edit option in the select menu. On clicking on “edit”, you can modify name, username, email or the role of the user.
2. **Delete:** You can delete the user by clicking on delete option in the select menu.

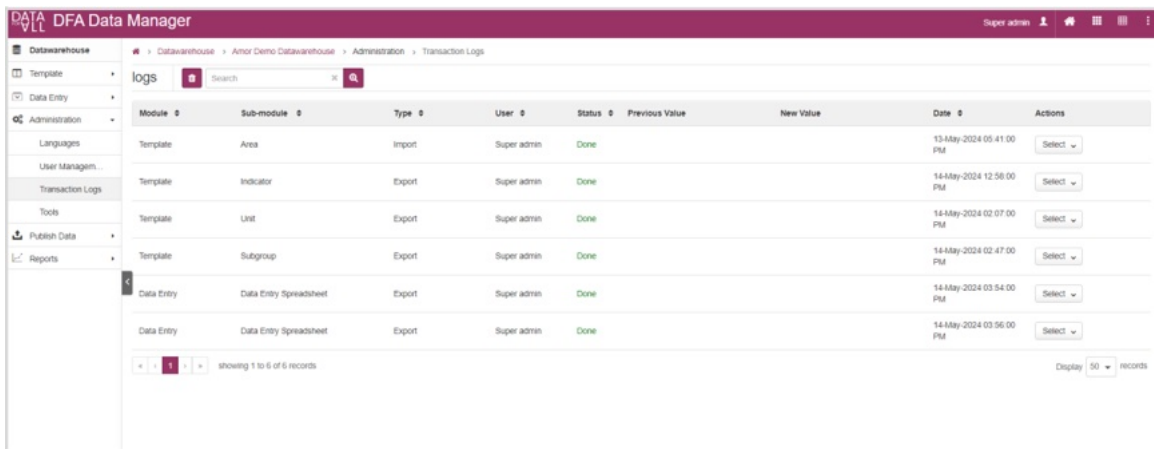
## Reset Password

- Select the edit option from the select menu.
- A form will appear which allows the user to edit the information of the selected user.
- Click on Reset Password if you want to change the user’s password.
- Once the button is clicked, an email is sent to the user to update the password.



### Transaction Logs

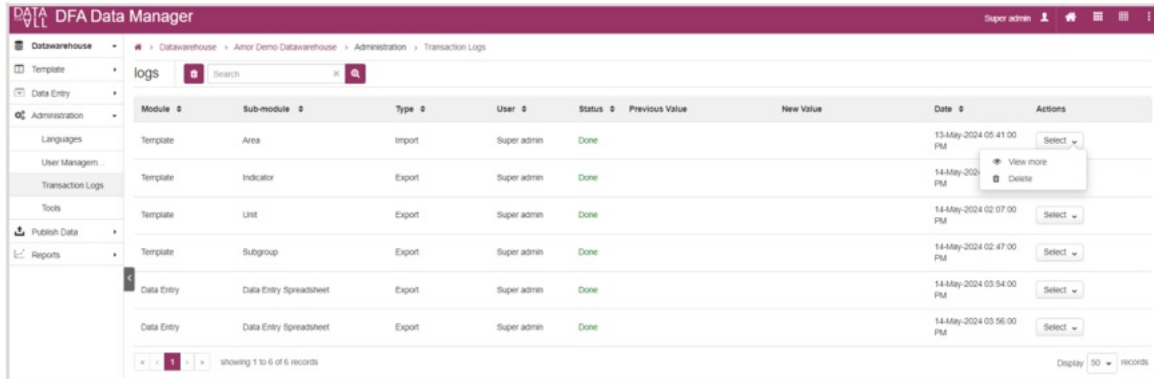
This section maintains a date-wise history of all the tasks performed on a module by a particular user.



It makes the task of the administrator easy to view which role has made any changes to the module. The grid also shows the previous along with the new values of the module modified.

The below mentioned actions can be performed on the task history.

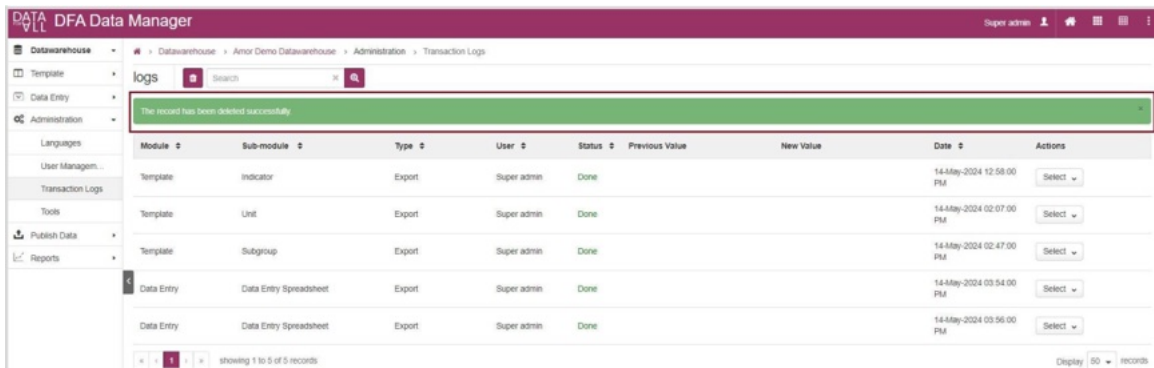
1. View More: This section provides detailed information on the task performed and opens a new window displaying the information.



2. Delete: This section deletes the task history from the list. Once any task is deleted, the administrator will never know if the selected action was ever performed. A confirmation message before deletion appears asking if the task needs to be deleted.



Once the task history is deleted a confirmation message is displayed on the screen as shown below:

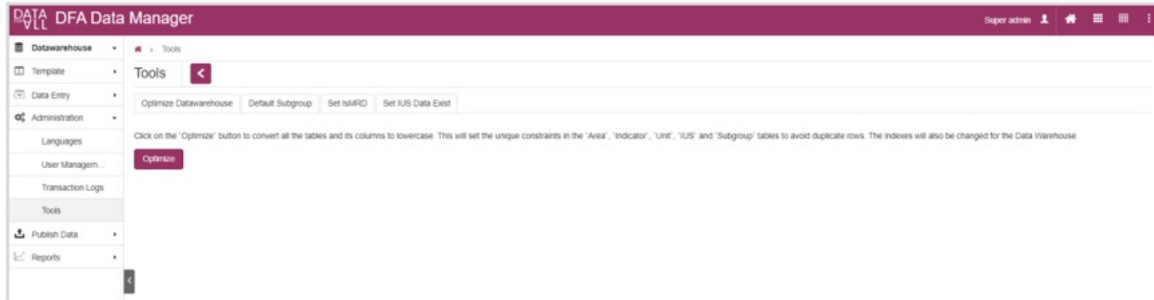


## Tools

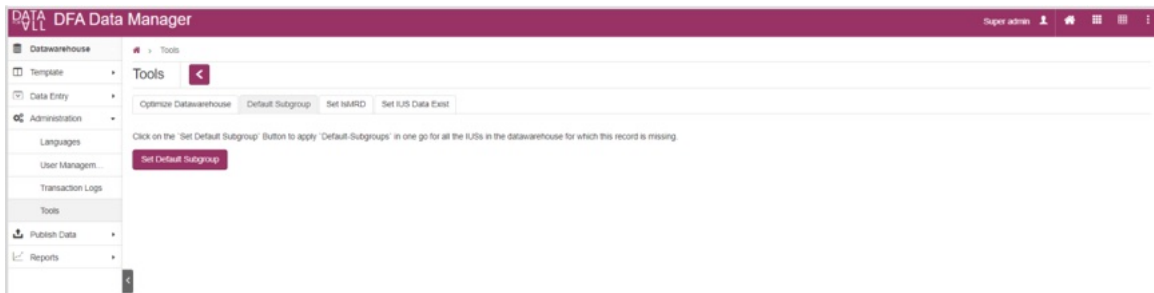
This section comprises of four tools or panels which are as follows -

**Optimize Data warehouse:** This helps in optimizing or harmonizing the content of the Data warehouse.

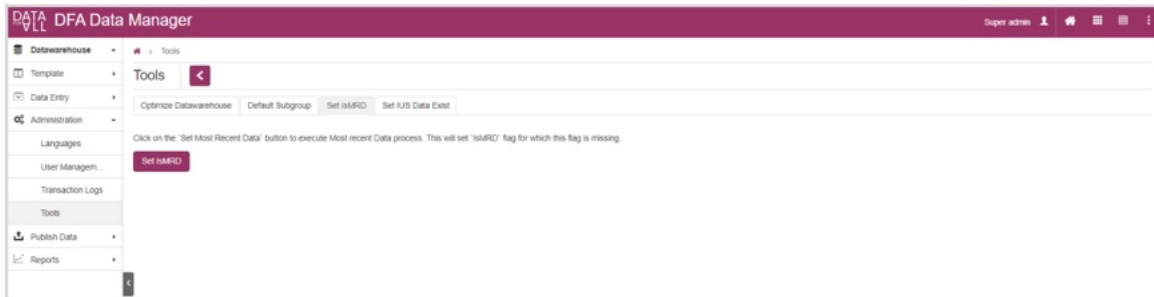
Any new information added in the Data warehouse can be optimized based on queries running in the back end. On clicking the 'Optimize' button, the data gets optimized.



**Default Subgroup:** This helps in setting a default subgroup for a specific indicator or IUS. On clicking the 'Set Default group' button a backend service runs which sets a subgroup that will be visible to the user even if he/she forgets to select the criteria for the subgroup.

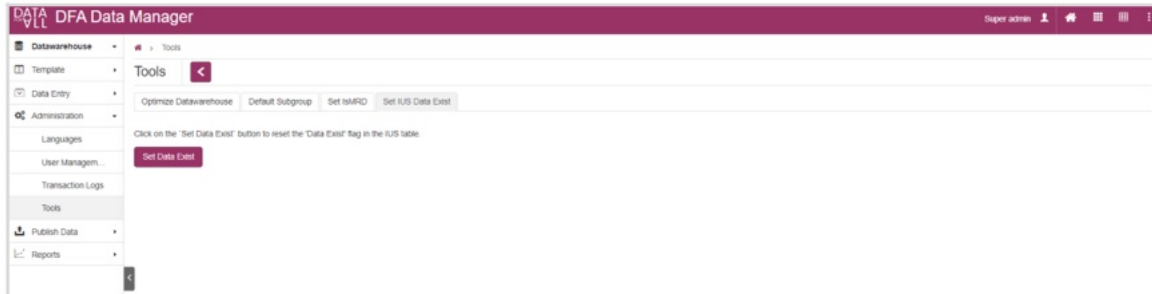


**Set IsMRD:** This helps in setting the most recent data available in the Data warehouse for a particular IUS. On clicking the 'Set IsMRD' button, the most recent data is available from the Data warehouse.



**Set IUS Data exist:** This helps in checking the data availability against each IUS. On clicking the 'Set Data Exist' button, a backend service will run to check availability of the data for each IUS.





## Publish Data

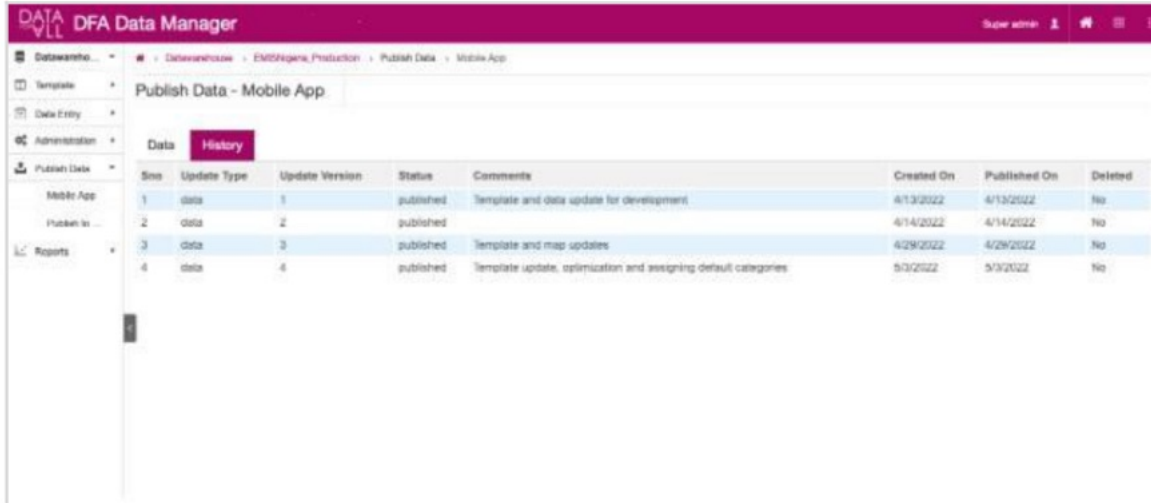
This section allows a user to publish the available data in the Data warehouse to the mobile app. It enables a user to push all the new data to the mobile app.

## Mobile App

Data: Users can mark the checkboxes against each Data warehouse content for which they want to publish the data to a mobile app. Generally, it is preferred to select all the content to avoid missing any update. Users can also select the indicator classifications, languages and write comments in the text box to provide a brief description about the updates/releases.



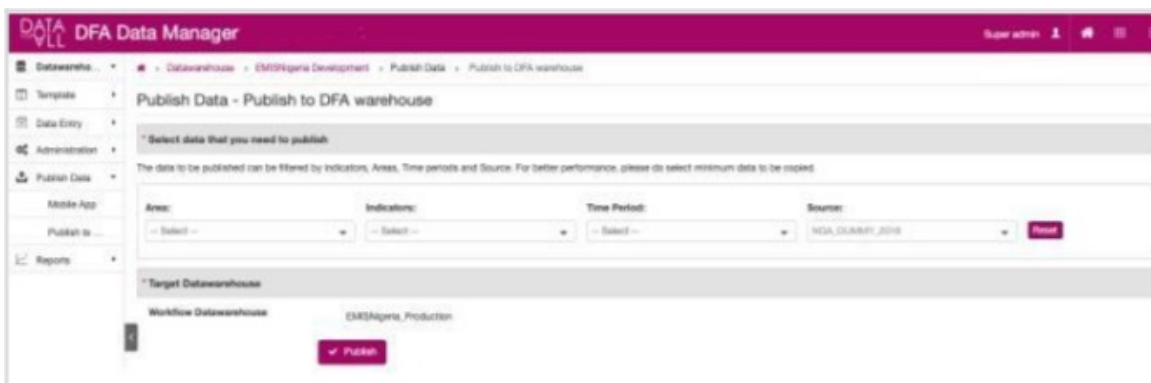
- Users have the option to publish data to the mobile app by clicking the 'Publish Package' button, which generates a backend file. If needed, the process can be canceled by selecting the 'Delete Package' button.
- Additionally, data can be published to the mobile app through backend operations.
- The 'History' section provides a record of all data published to the mobile app, automatically updating with each new publication.



The data transfer feature facilitates the movement of data from the developmental data warehouse to the production data warehouse. Its introduction aims to validate information before making it publicly available.

Here's how it works:

- **Data Validation:** Users update necessary data in the developmental data warehouse.
- **Administrator Validation:** Once updated, an administrator validates the information.
- **Publishing to Production:** Validated information is then published to the production data warehouse.
- **Ensuring Data Integrity:** This process ensures that only validated and published information appears in dissemination tools, maintaining data integrity and reliability.



To publish data from the Data warehouse, follow these steps:

- Select the desired options for area, indicator, time period, and source from the respective drop-down menus.
- Once the parameters are selected, press the "Publish" button to proceed.
- If you need to modify the selected parameters or start over, press the "Reset" button and go through the selection process again.

### Reports:

To download a general summary report of the Data warehouse:

- Click on the "Export" button in the Reports section.
- A message will appear prompting you to click and download the report in Excel format.
- Click on the provided link to download the report.

