

Cooperation Committee for Cambodia (CCC)

27th Monitoring and Evaluation Learning Forum

Kobo Toolbox – Online & Offline Data Collection Tool

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20th October 2021

KEY CONTENTS



- Introduction



- Create User Account



- Form Builder



- Collect Data



- Analyze & Manage Data



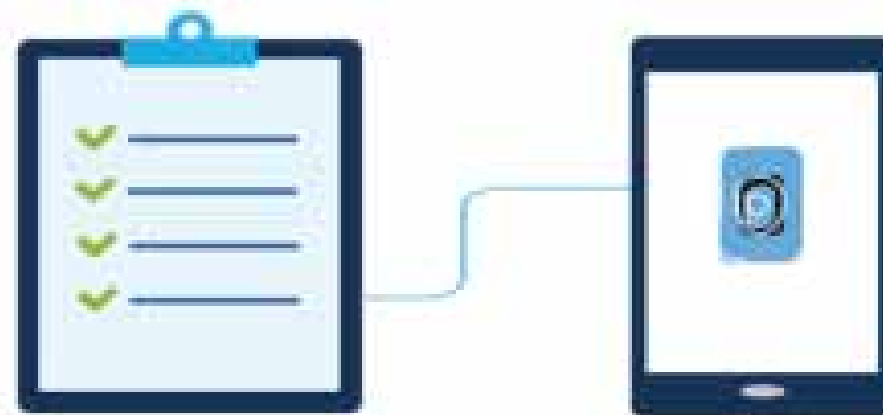
KoBo Toolbox

INTRODUCTION

What is KoBoToolbox ?



Design your forms



Collect on mobile device or paper



Analyze data

KoBoToolbox Key Advantages



Collect GPS locations



Take a photographs



Collect data offline



Sync data immediately or later



Collect data on paper form and data entry on browser



Collect on mobile devices



Design your own digital forms without programming

What can KoBoToolbox Be Used For ?



Monitoring & Evaluation



Need Assessment



Research/Survey

FORM BUILDER

-
- Sample form for training purposes
- Save
- Search Library
- How many people live in your household?
- 1
- 2
- 3
- More than 3
- Click to add another response...
- View
- View
- View
- View
- View
- Are you the head of the household?
- Select One
- Select Many
- Yes/No
- Text
- Scale
- Date
- Image
- Video
- Link
- Form
- Rating
- Multiple Choice
- Knowledge
- Calculate

KoBoToolbox Features

COLLECT DATA

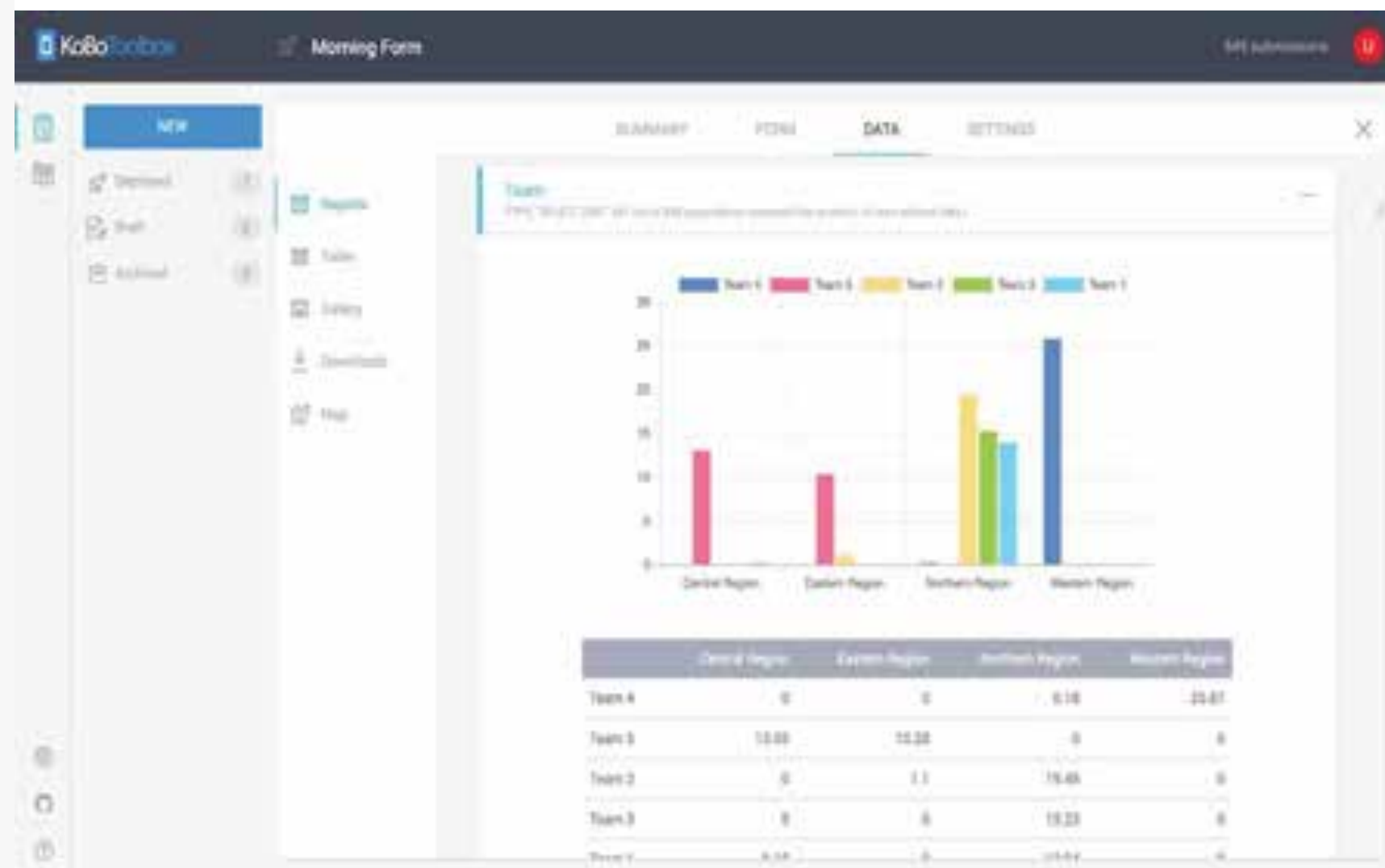
- Online and Offline
- On phones, tablets or any browser
Using [KoBoCollect](#) on Android devices and Enketo on any modern browser
- Synchronize data via SSL
Ensures data can't be read by a third party
- Strong safeguards against data loss
Even on very long interviews
- Data immediately available right after it's collected



KoBoToolbox Features

ANALYZE AND MANAGE DATA

- Create summary reports with graphs and tables and fine-tune your report's charts, colors and questions
- Visualize collected data on a map includes a heatmap, clustering, other base layers, etc.
- Disaggregate data in reports and maps i.e. by gender, region or educational level
- Export all your data at any time
Supported formats: Excel, CSV, KML, ZIP (for media) and SPSS
- Access your data through our robust API





KoBo *Toolbox*

CREATE USER ACCOUNT

Get registered at <http://www.kobotoolbox.org/>

The screenshot shows the KoBoToolbox website's registration page. At the top, a dark navigation bar contains the KoBoToolbox logo and links for HOME, FEATURES, SIGN UP, ABOUT, and HELP. The 'SIGN UP' link is highlighted with a yellow box and a red circle containing the number '1'. A yellow arrow points from this box down to the 'Unlimited Use for Humanitarian Organizations' section, which is also highlighted with a yellow box and a red circle containing the number '2'. Below the navigation bar, the heading 'GET STARTED' is centered. A paragraph states: 'Get started with KoBoToolbox now, it's free and it takes under a minute. We have two publicly-available instances of KoBoToolbox you can choose from:'. There are two main registration options presented in boxes. The left box, titled 'Unlimited Use for Humanitarian Organizations', lists benefits provided by UN OCHA: 'Unlimited Submissions', 'Unlimited Data Storage', and 'Unlimited Projects'. It includes a blue 'CREATE AN ACCOUNT' button and a link to 'or login'. The right box, titled 'Researchers, Aid Workers & Everyone Else', lists benefits provided by KoBoToolbox: '10,000 Submissions Per Month', '5GB of Data Storage Per Month', and 'Unlimited Projects'. It also includes a blue 'CREATE AN ACCOUNT' button and a link to 'or login'. At the bottom of the page, there is a blue banner with the text 'Vision: Sustainable and Democratic Development for Cambodia'. On the left side of the banner are logos for the National Election Committee (NEC) and the National Committee for Human Rights (NCHR). On the right side is the Global Platform for Anti-Corruption (GPP) logo.

KoBoToolbox

HOME FEATURES **SIGN UP** ABOUT HELP

GET STARTED

Get started with KoBoToolbox now, it's free and it takes under a minute. We have two publicly-available instances of KoBoToolbox you can choose from:

Unlimited Use for Humanitarian Organizations

Provided by UN OCHA
Unlimited Submissions
Unlimited Data Storage
Unlimited Projects

CREATE AN ACCOUNT

or [login](#)

Researchers, Aid Workers & Everyone Else

Provided by KoBoToolbox
10,000 Submissions Per Month
5GB of Data Storage Per Month
Unlimited Projects

CREATE AN ACCOUNT

or [login](#)

Vision: Sustainable and Democratic Development for Cambodia

NEC
National Election Committee
For Cambodia
Comité de Coordination
Pour le Cambodge

GPP
Global Platform for Anti-Corruption

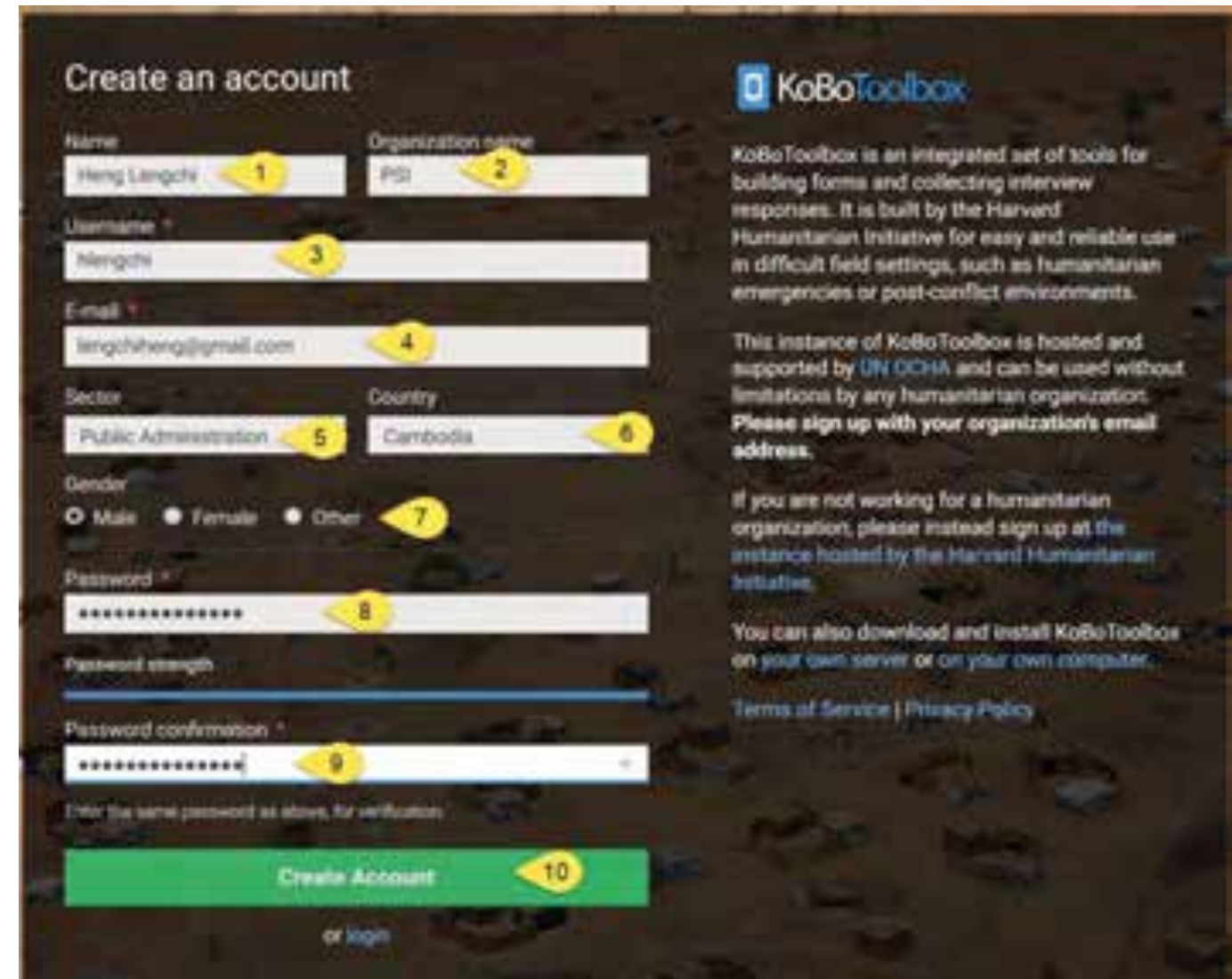
Create an account



The image shows the KoBoToolbox login interface. It features a dark background with the KoBoToolbox logo at the top. Below the logo, there are fields for 'Username' (containing 'hlerigchi') and 'Password' (masked with dots). A green 'Login' button is positioned below the password field. At the bottom, there is a yellow-outlined box containing the text 'or create an account'. A blue arrow points from this box towards the right, indicating the next step in the process.

★ After completed, receive an email to confirm activated account

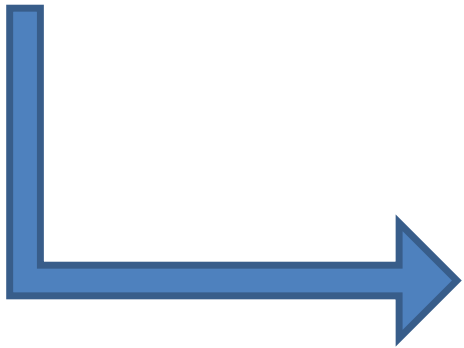
Complete information



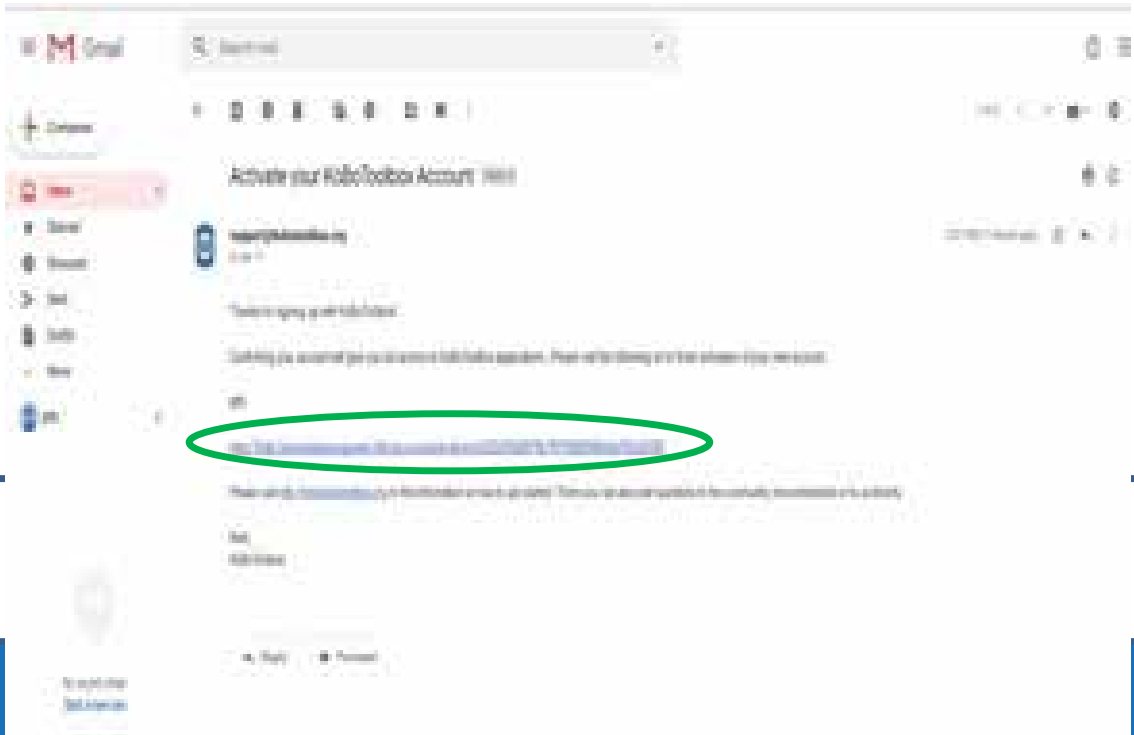
The image shows the KoBoToolbox account creation form. It is a dark-themed interface with various input fields and a green 'Create Account' button. The form includes fields for 'Name' (Heng Limgchi), 'Organization name' (IDP), 'Username' (hlerigchi), 'Email' (limgchiheng@gmail.com), 'Sector' (Public Administration), 'Country' (Cambodia), 'Gender' (Male, Female, Other), 'Password', 'Password strength' (indicated by a blue bar), 'Password confirmation', and a verification field. A green 'Create Account' button is at the bottom. The form is annotated with yellow numbered circles (1-10) highlighting specific fields. To the right of the form, there is a text block explaining KoBoToolbox and its use, along with links for 'Terms of Service' and 'Privacy Policy'.



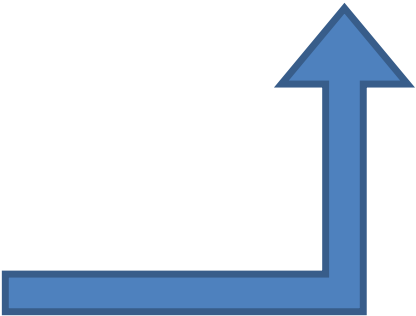
Account created



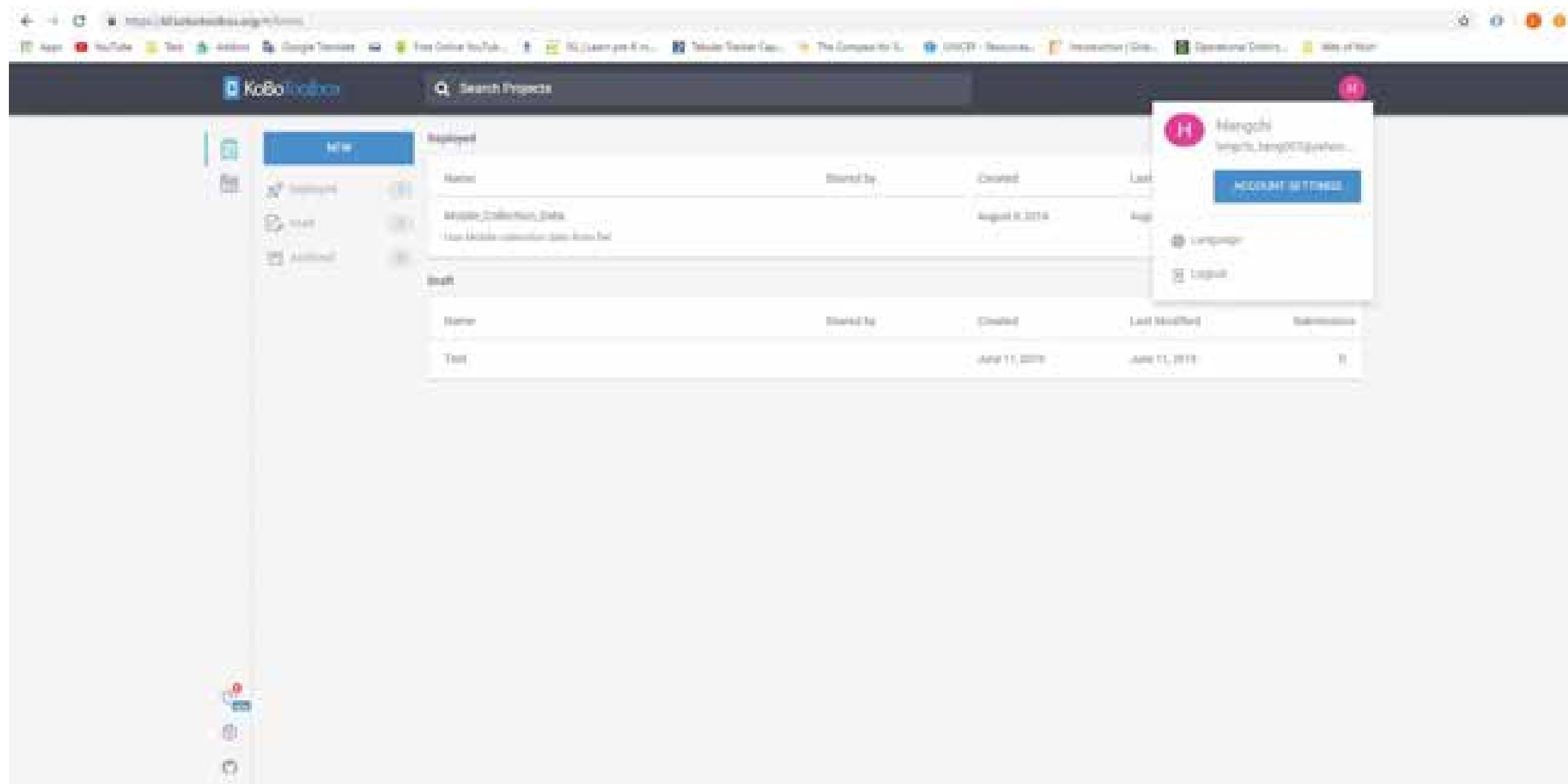
Activate account in email



New sign in



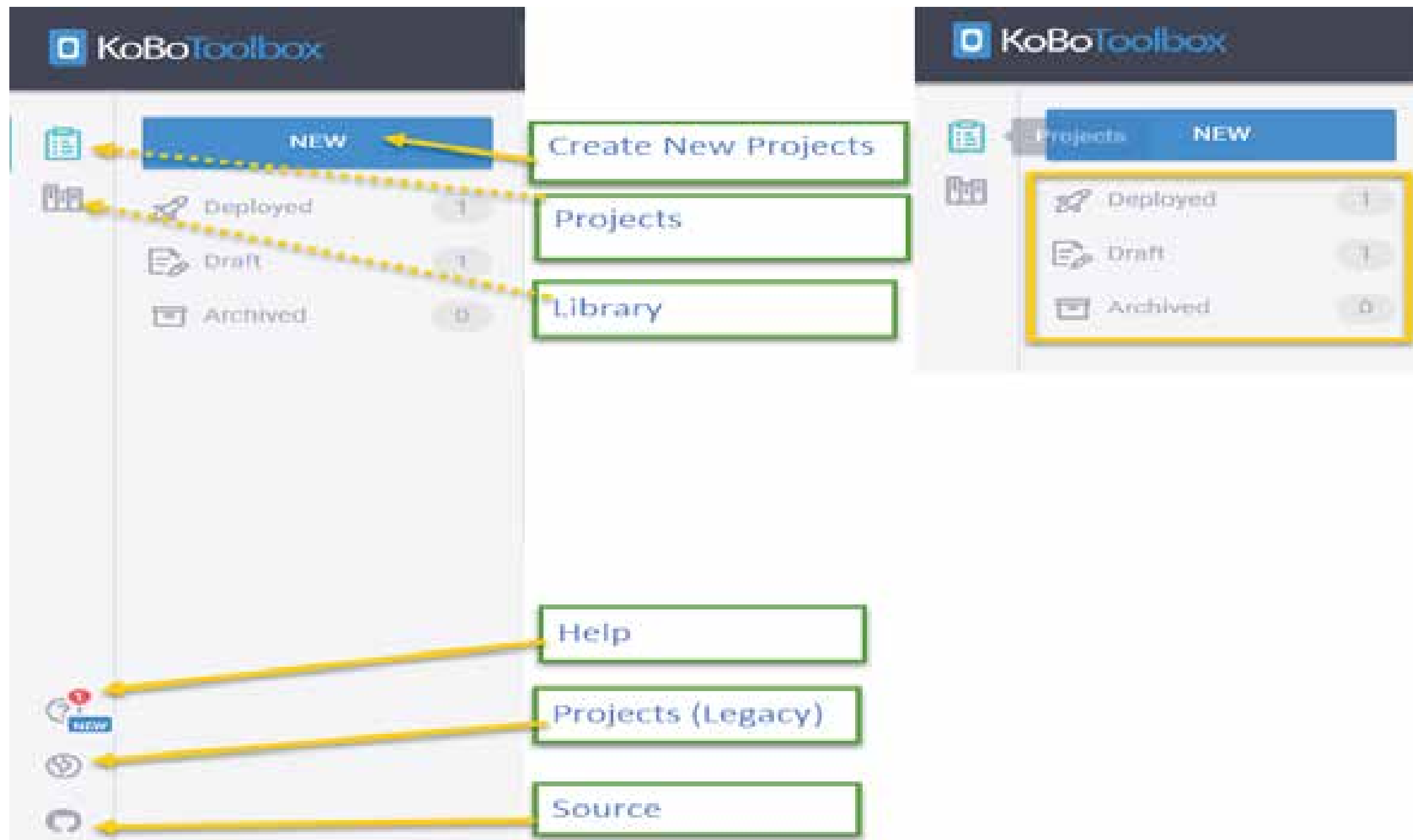
Kobo Toolbox Main Menu

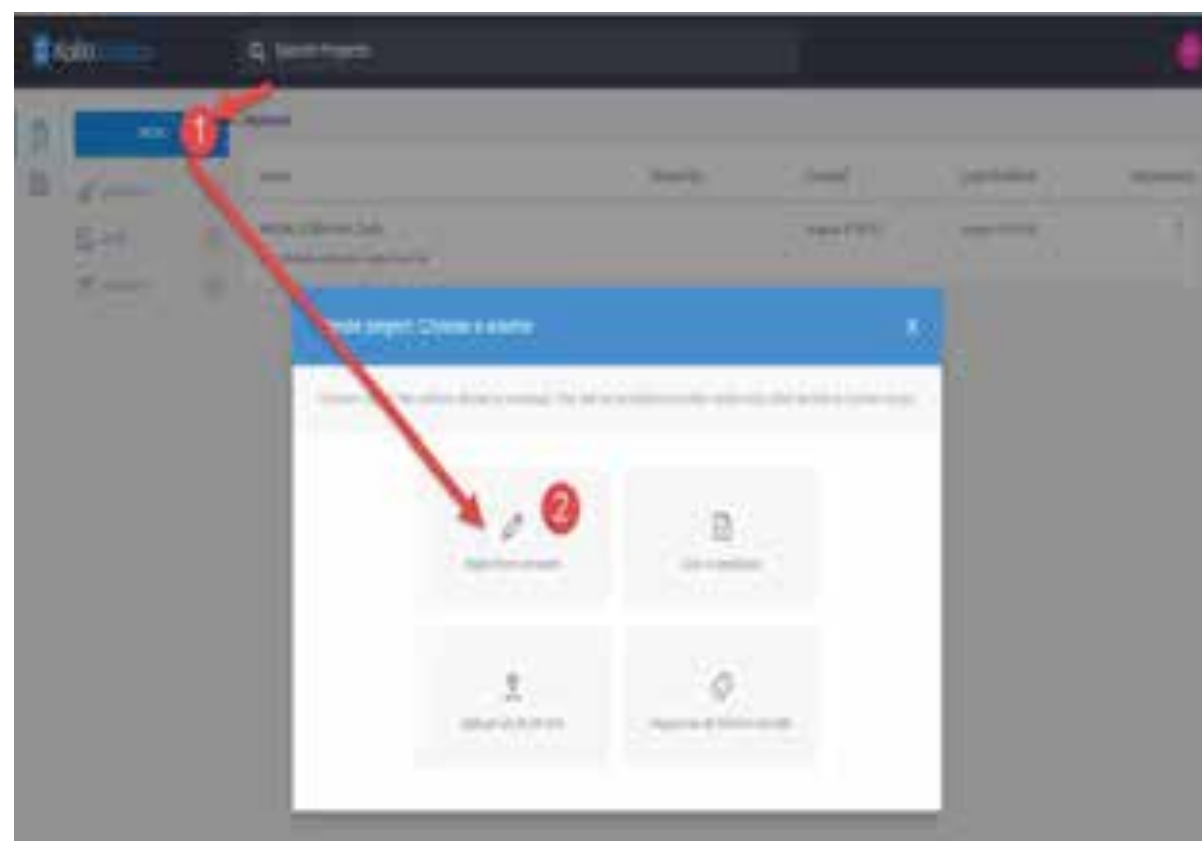




KoBo Toolbox

FORM BUILDER – CREATE PROJECT





Create project: Project details

Project Name **1** *Write here the name of the project*
 Test

Description **2** *Write here the short description of the project*
 PL

Please specify the country and the sector where this project will be deployed.

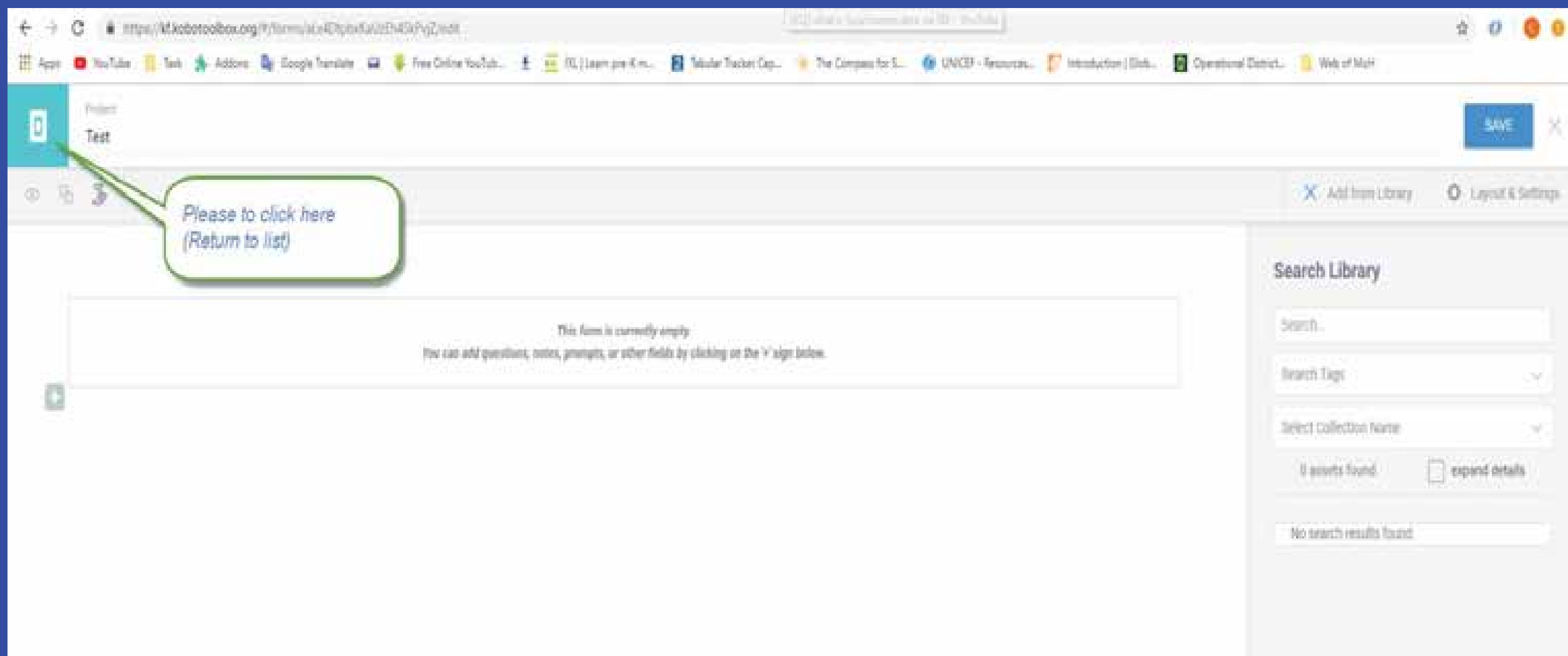
Sector **3** *Select here your sector*
 Other

Country **4** *Select here country*
 Cambodia

☐ Help KoboToolbox improve this product by sharing the sector and country where this project will be deployed. All the information is submitted anonymously, and will not include the project name or description listed above.

5 *Finally click here to start creating the form*
 CREATE PROJECT

BACK



KoBoToolbox Test

NEW

Deployed 1

Draft 1

Test

Archived 0

1 FORM SETTINGS 2

Draft version

If you want to make these changes public, you must deploy this form.

v1 (undeployed) Last Modified: Today at 2:15 PM - 0 questions

Languages: This project has no languages defined yet

Edit Question

Preview Form

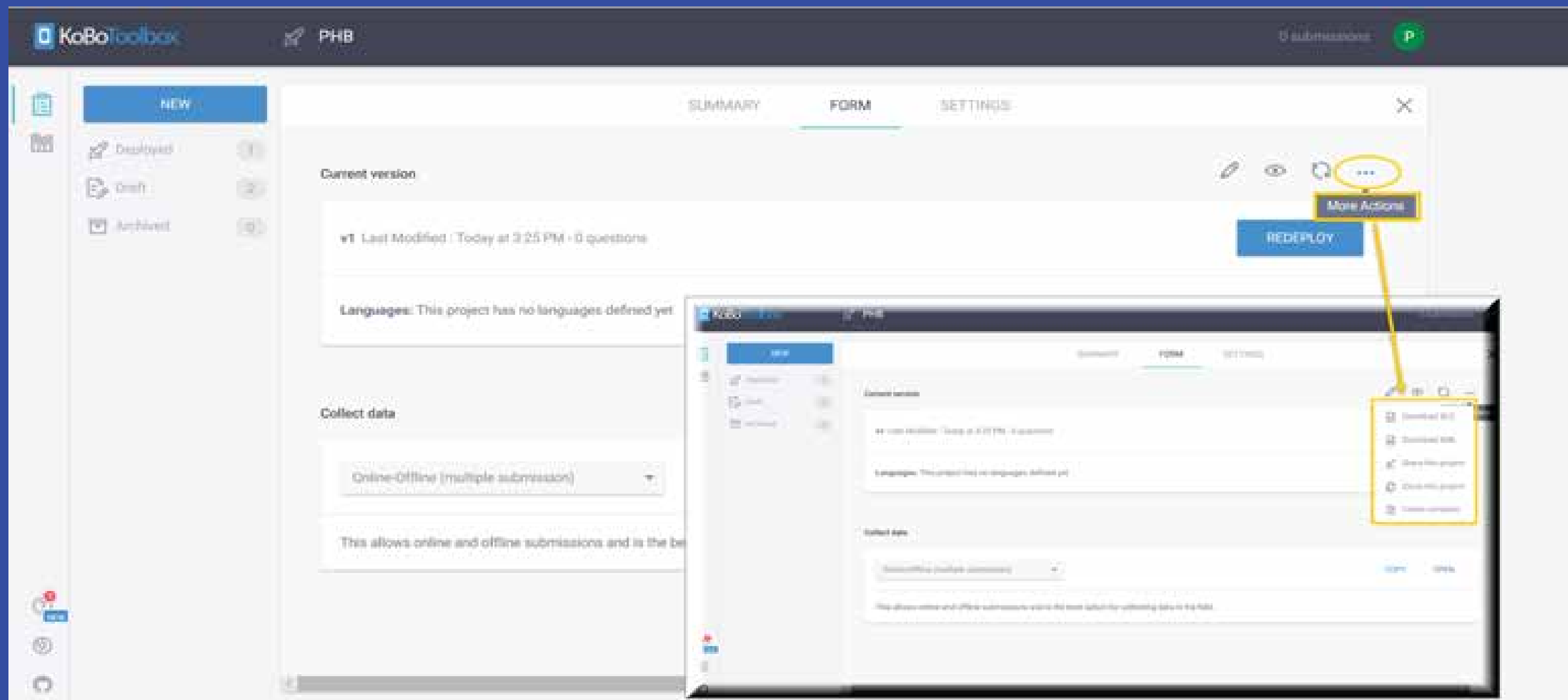
Replace Form

download

DEPLOY

3

Click on the Test Show 2 taps.



KoBoToolbox Test

NEW

Deployed

Draft

Test

Archived

FORM SETTINGS

Project name
Test

Description
PL

Please specify the country and the sector where this project will be deployed.

Sector
Other

Country
Cambodia

SAVE CHANGES

Edit text then click SAVE CHANGES

☐ Help KoboToolbox improve this product by sharing the sector and country where this project will be deployed. All the information is submitted anonymously, and will not include the project name or description listed above.

ARCHIVE PROJECT Archive project to stop accepting submissions

DELETE PROJECT AND DATA



KoBo Toolbox

FORM BUILDER – CREATE QUESTION

NEW FORM SETTINGS

Deployed Draft **Testing** Archived

Draft version

Last Modified: February 23, 2018 - 2 questions

DEPLOY

Testing

Search Library

METADATA/START TIME/END TIME

This form is currently empty. You can add questions, notes, prompts, or other fields by clicking on the "+" sign below.

4

Testing

SAVE

Search Library

METADATA/START TIME/END TIME

Organization Name

5

6 + Add Question

Question Type

Project Testing

SAVE

Add from Library

Layout & Settings

New Question

Select One

1.0 Decimal

Point

Line

Area

1+1 Calculate

Select Many

Date

Photo

Note

Rating

File

abc Text

Time

Audio

Barcode / QR Code

Question Matrix

1..1 Range

123 Number

Date & time

Video

Acknowledge

Ranking

Select One Type

Form Preview

ឈ្មោះ
រាជ ព័ន្ធរាជ្យ
រាជ ព័ន្ធរាជ្យ
រាជ ព័ន្ធរាជ្យ
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រាជ ព័ន្ធរាជ្យ

រាជ ព័ន្ធរាជ្យ
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រាជ ព័ន្ធរាជ្យ
រាជ ព័ន្ធរាជ្យ

Validate

Powered by **edute**

1.Go to your Form Builder and Click on “Add question”

2.Select “Select One”

New Question

Select One

Select Many

abc Text

123 Number

1.0 Decimal

Date

Time

Date & time

Point

Photo

Audio

Video

Line

None

Barcode / QR Code

Acknowledge

Area

Rating

Question Matrix

Ranking

Calculator

File

Range

Project
Testing

1 create a question

Question hint

Value:

AUTOMATIC

Value:

AUTOMATIC

Value:

AUTOMATIC

+ Click to add another response.

Select Many Type

1.Go to your Form Builder and Click on “Add question”

2.Select “Select Many”

WR7. ប្រែប្រួលទីកន្លែងរស់នៅរបស់អ្នកក្នុងតំបន់កសិកម្ម

- ☒ ទីកន្លែងដែលអ្នកកំពុងរស់នៅ
- ☒ ទីកន្លែងដែលអ្នកកំពុងរស់នៅ
- ☒ ទីកន្លែងដែលអ្នកកំពុងរស់នៅ
- ☒ ទីកន្លែងដែលអ្នកកំពុងរស់នៅ

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	

☰

WR7. តើប្រភពទឹកណាមួយមាននៅក្នុងតំបន់របស់យើង?

Question hint

⚙️ 📄 📋 📧

🗑️

ទឹកប្រភពនៃលក្ខណៈលក្ខណៈ

🗑️

ទឹកនៃលក្ខណៈទីប្រាំមួយ

🗑️

ទឹកម្តងទៀត

🗑️

ទឹកប្រភពណាមួយ

🗑️

Option 5

+

Click to add another response...

Value: AUTOMATIC

Value: AUTOMATIC

Value: AUTOMATIC

Value: AUTOMATIC

Value: AUTOMATIC

Value: AUTOMATIC

1

Add the desired question to your form as an ordinary multiple choice question

2

Add multiple answer

Text Type

Form Preview

latitude (x,y °)

longitude (x,y °)

altitude (m)

accuracy (m)

search for place or address

Map

Name of the participant:

Validate

Powered by **excelro**

1.Go to your Form Builder and Click on “Add question”

2.Select “Text”

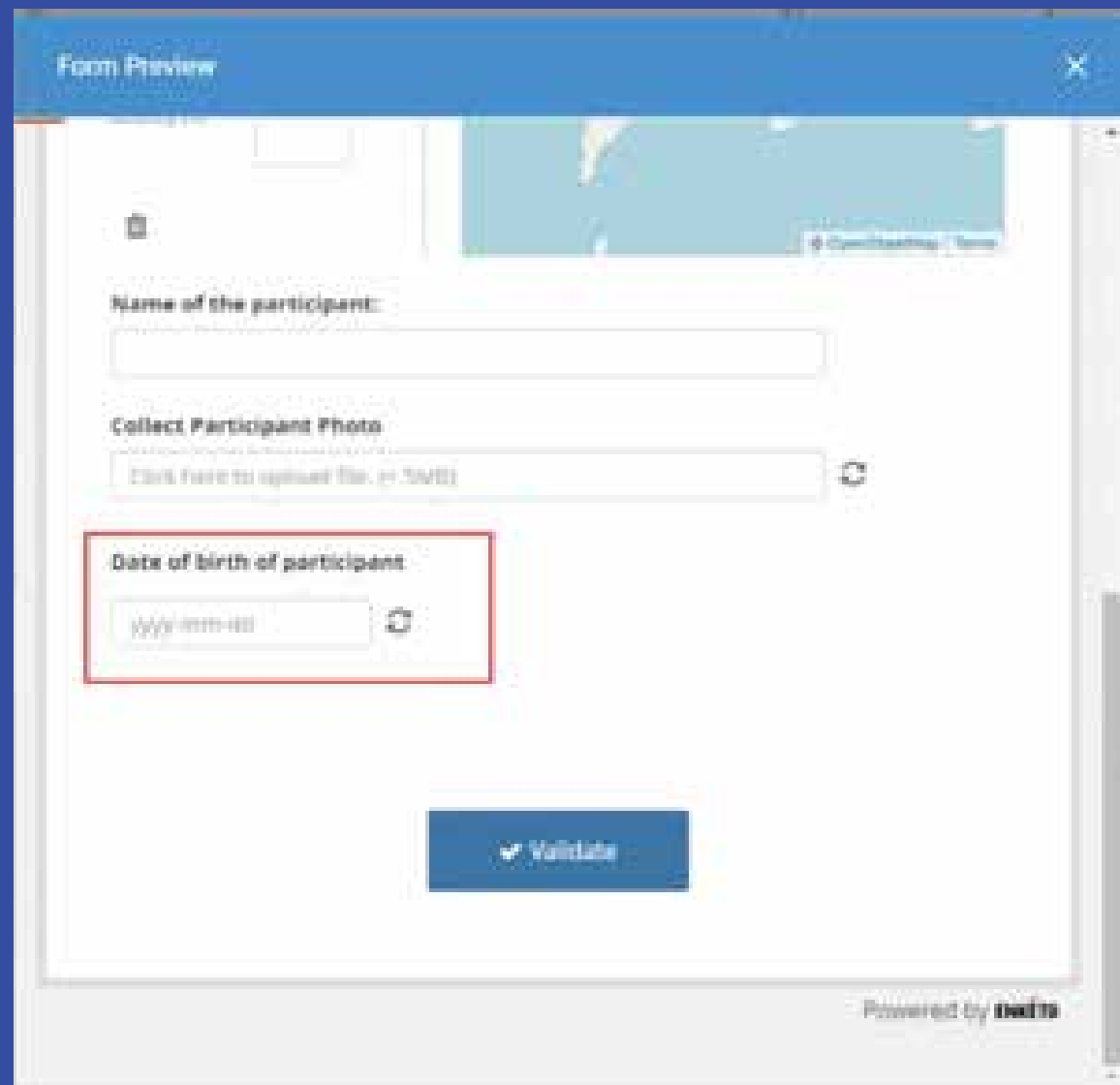
New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	

Text Type

The screenshot shows the Survey123 interface. On the left, there is a list of questions. The first question is "Participant ID:" with a "Question hint" field. The second question is "Collect GPS of the place" with a "Question hint" field. Below the list, there is a text input field labeled "Name of the participant" with a red circle and the number "1" next to it. To the right of this field is a green button labeled "+ Add Question" with a red circle and the number "2" next to it. On the right side of the image, there is a dialog box titled "Add Question" with a "SAVE" button. The dialog box contains a grid of question types: Select One, Select Many, Text, Time, Point, Date, Audio, Barcode / QR Code, Line, Photo, Question Matrix, Area, Rating, Range, Calculate, and File. The "Text" question type is highlighted with a red box and a red circle with the number "3" next to it.

Date Type



Form Preview

Name of the participant:

Collect Participant Photo

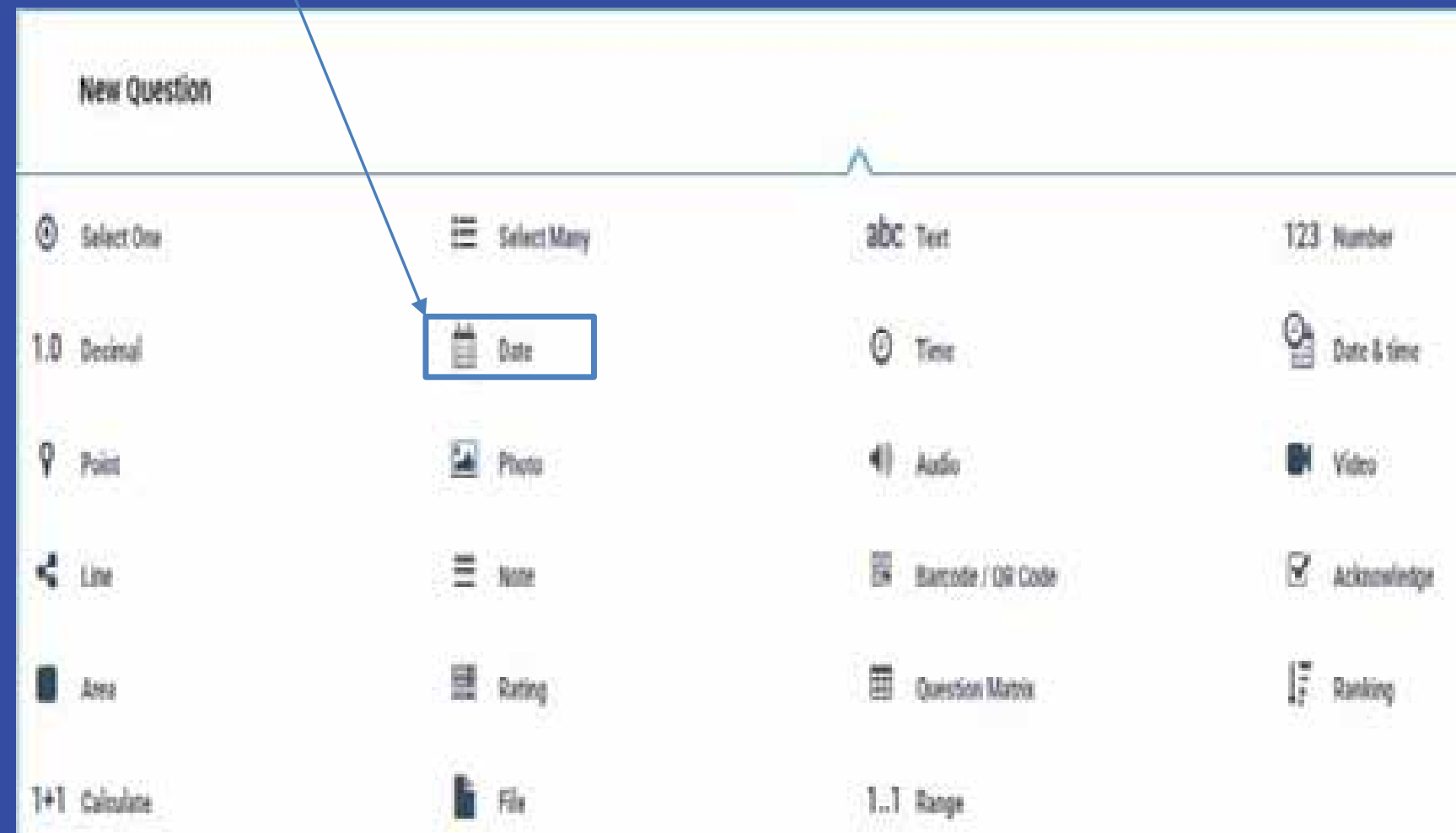
Date of birth of participant

Validate

Powered by **med4u**

1.Go to your Form Builder and Click on “Add question”

2.Select “Date”



New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	🕒 Time	🕒 Date & time
📍 Point	📷 Photo	🔊 Audio	📺 Video
📏 Line	☰ None	📊 Barcode / QR Code	☑ Acknowledge
📄 Area	📊 Rating	📊 Question Matrix	📊 Ranking
🔢 1+1 Calculate	📄 File	1..1 Range	

Date Type

123	Participant ID: Question text
📍	Collect GPS of the place Question text
abc	Name of the participants: Question text
📷	Collect Participant Photo Question text

1

+ Add Question 2

Project Testing SAVE

🔍 🔄 📄 🔧 📖 Add from Library ⚙️ Layout & Settings

Participant ID:

⌚ Select One	📋 Select Many	abc Text	123 Number
1.0 Decimal	📅 Date 3	⌚ Time	📅 Date & Time
📍 Point	📷 Photo	🔊 Audio	📹 Video
📶 Line	📄 Note	📶 Barcode / QR Code	📝 Acknowledge
📐 Area	📊 Rating	📊 Question Matrix	📊 Ranking
1+1 Calculation	📄 File	1...1 Range	

Date & Time Type

Form Preview

Attach file

Click here to upload file. (< 5MB)

Bar code / QR code

Attach Video file

Click here to upload file. (< 5MB)

Date and Time

yyyy-mm-dd

hh:mm

Validate

- 1.Go to your Form Builder and Click on “Add question”
- 2.Select “Date & Time”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	

Date & Time Type

1+1

S(Male)+S(Female)

Attach file

Question text

Bar code / QR code

Question text

Attach Video file

Question text

Date and Time

+ Add Question

Project Testing

SAVE

ADD FROM LIBRARY

LAYOUT & SETTINGS

Participant ID:

Select One

Select Many

abc Text

123 Number

1.0 Decimal

Date

Time

Date & time

Point

Photo

Audio

Video

Line

Icon

Barcode / QR Code

Acknowledge

Area

Rating

Question Matrix

Ranking

1+1 Calculate

File

1..1 Range

Time Type

Form Preview

Collect Participant Photo

Click here to upload file. (1 MB)

Date of birth of participant

yyyy-mm-dd

Weight of Participant

What time do you join training?

HH:mm

Validate

Powered by **ENRTO**

1.Go to your Form Builder and Click on “Add question”

2.Select “Time”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	

Time Type

123

Participant ID:
Question text

📍

Collect GPS of the place
Question text

abc

Name of the participant:
Question text

📷

Collect Participant Photo
Question text

📅

Date of birth of participant
Question text

1.0

Weight of Participant
Question text

What time do you join training?

1

+ Add Question

2

Project
Testing

SAVE

Add from Library

Layout & Settings

Participant ID:

Select One

Select Many

abc Text

123 Number

🕒 Time

3

📅 Date & time

🔊 Audio

📺 Video

📄 Barcode / QR Code

📝 Acknowledge

📊 Question Matrix

📈 Ranking

1.0 Decimal

📅 Date

📍 Point

📷 Photo

📝 Note

📊 Rating

📄 File

1+1 Calculate

1..1 Range

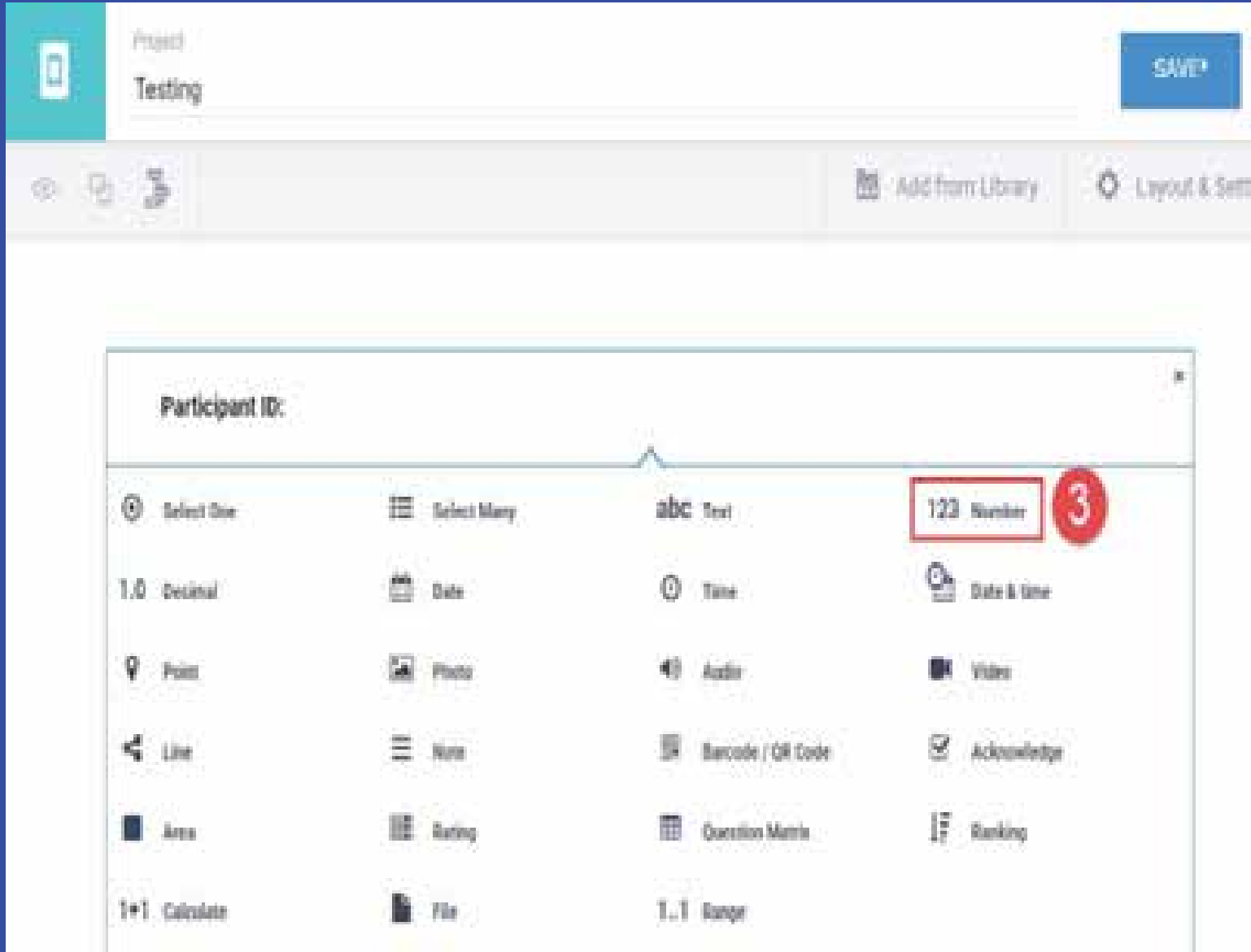
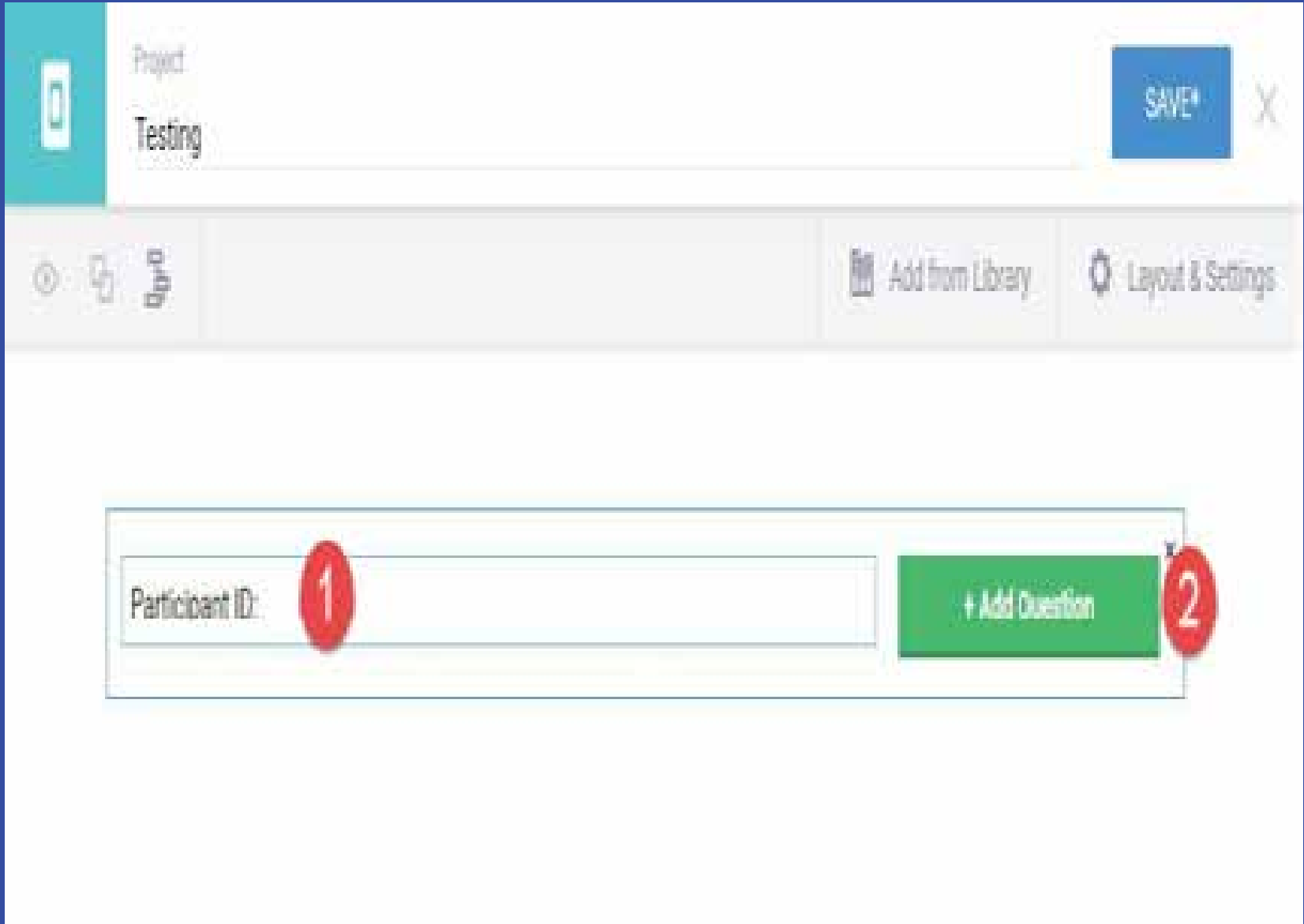
Number Type

1.Go to your Form Builder and Click on “Add question”

2.Select “Number”

New Question

Select One	Select Many	Text	Number
Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
Calculator	File	Range	



Decimal Type

Form Preview

Name of the participant:

Collect Participant Photo:

Date of birth of participant:

Weight of Participant

Powered by **Endto**




1.Go to your Form Builder and Click on “Add question”

2.Select “Decimal”

New Question

Select One	Select Many	Text	Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	None	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
Calculate	File	Range	

Decimal Type

123	Participant ID: Question hint
	Collect GPS of the place Question hint
abc	Name of the participant: Question hint
	Collect Participant Photo Question hint
	Date of birth of participant Question hint

Weight of Participant

1

+ Add Question

2

The screenshot shows the Blackboard Test Item Editor interface. At the top, there is a 'Preview Testing' button and a 'Save' button. Below this is a toolbar with icons for undo, redo, and a question icon. The main area is titled 'Participant ID:' and contains a grid of question types. The '1.0 Decimal' option is highlighted with a red box, and a red circle with the number '3' is next to it. The grid includes options like 'Select One', 'Select Many', 'Text', 'Number', 'Date', 'Time', 'Date & time', 'Point', 'Photo', 'Audio', 'Video', 'Line', 'Note', 'Barcode / QR Code', 'Acknowledge', 'Area', 'Rating', 'Question Matrix', 'Ranking', '1+1 Calculate', 'File', and '1..1 Range'.

Rating Type

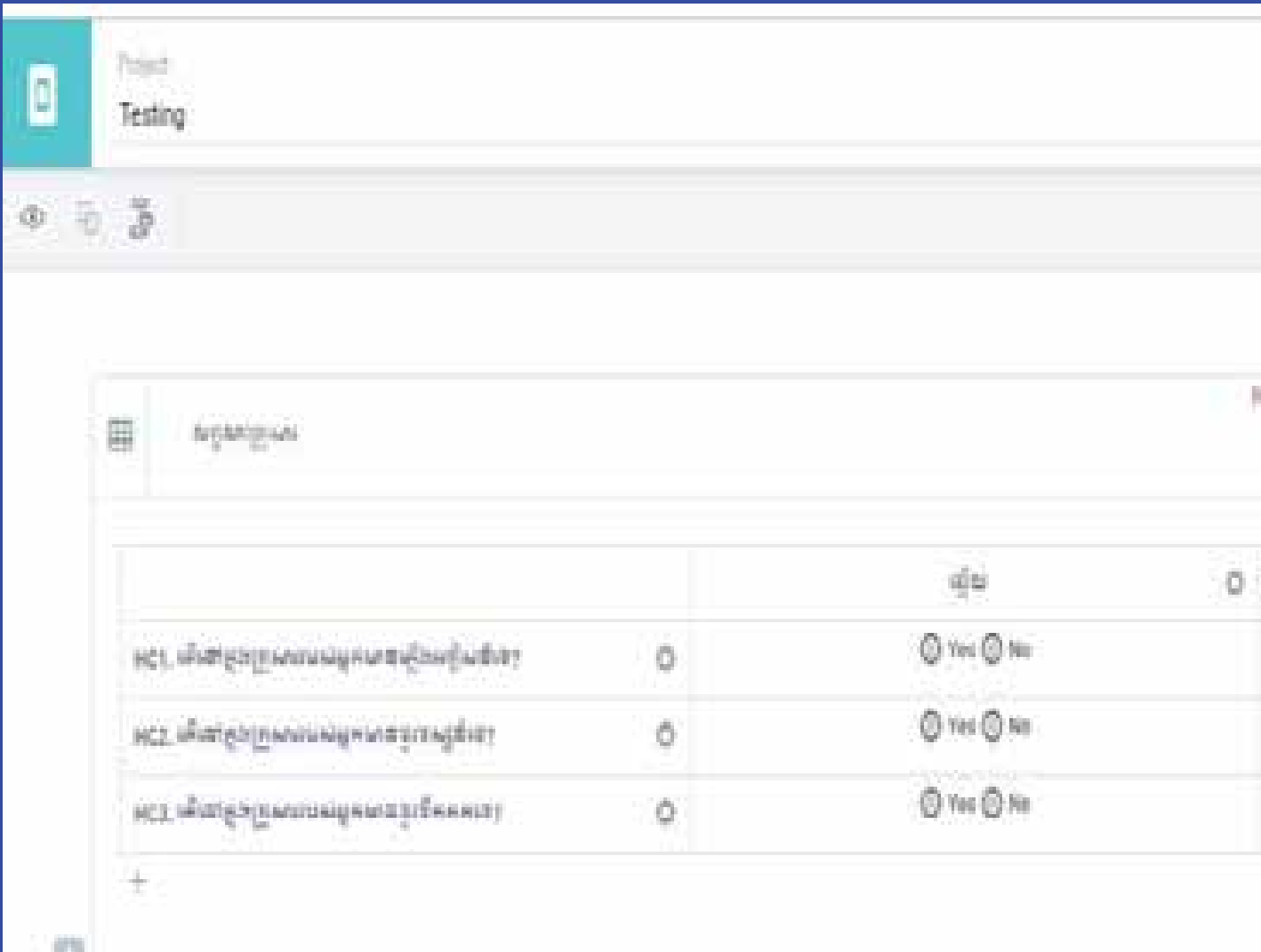
1.Go to your Form Builder and Click on “Add question”

2.Select “Rating”

សំណួរណែនាំសម្រាប់អ្នកប្រើប្រាស់	ជម្រើសប្រភេទ ចម្លើយតាមក្រុម	ជម្រើសប្រភេទ ចម្លើយតាមបុគ្គល	ជម្រើសប្រភេទ ចម្លើយតាមក្រុម ឬបុគ្គល	ជម្រើសប្រភេទ ចម្លើយតាមក្រុម ឬបុគ្គល	ជម្រើសប្រភេទ ចម្លើយតាមក្រុម ឬបុគ្គល
WA1. ការវាយតម្លៃការងាររបស់អ្នកប្រើប្រាស់ ក្នុងក្រុមប្រឹក្សាភិបាល	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
WA2. ការវាយតម្លៃការងាររបស់អ្នកប្រើប្រាស់ ក្នុងក្រុមប្រឹក្សាភិបាល	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
WA3. ការវាយតម្លៃការងាររបស់អ្នកប្រើប្រាស់ ក្នុងក្រុមប្រឹក្សាភិបាល	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

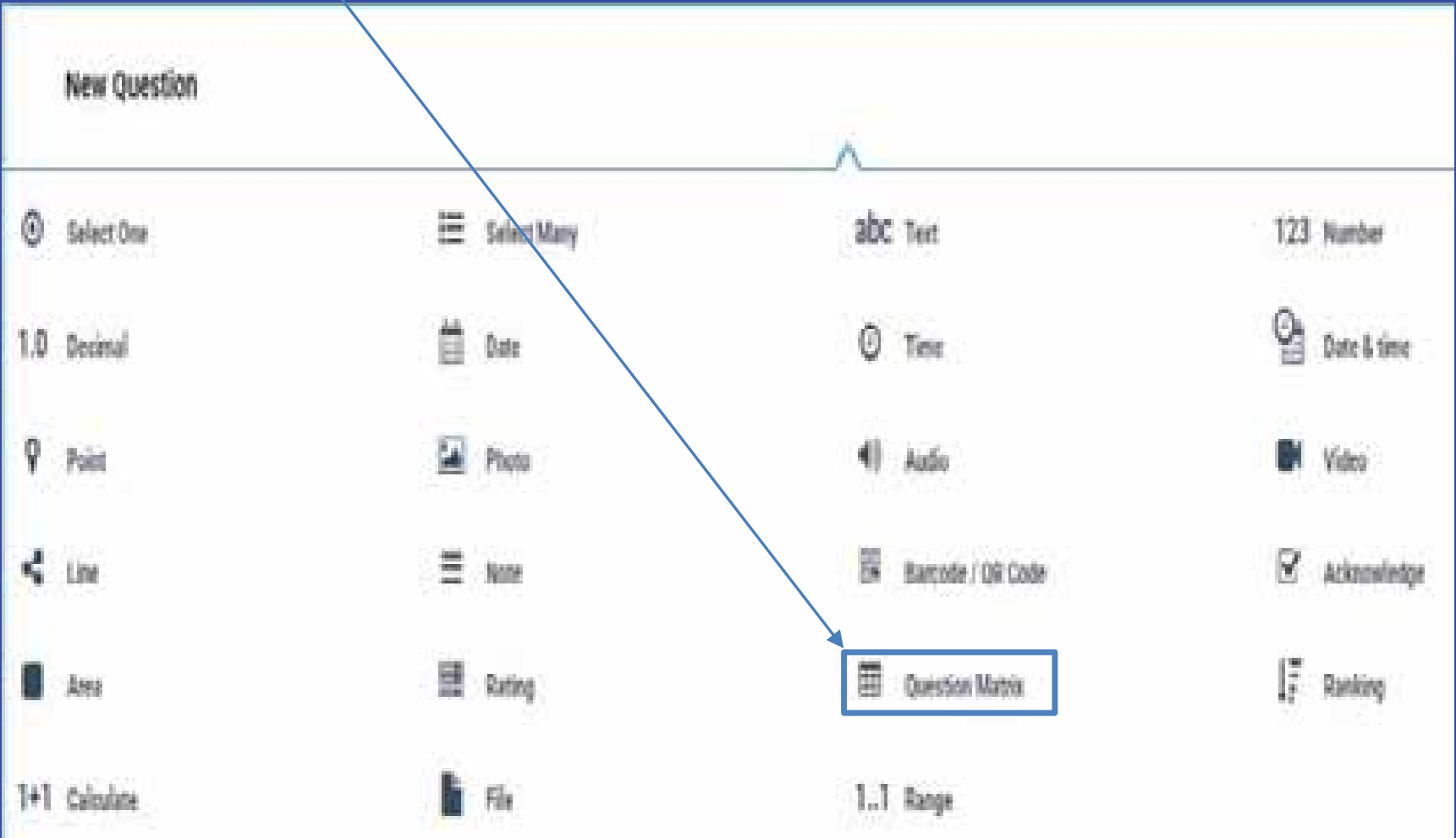
New Question			
Select One	Select Many	Text	Number
Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	None	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
Calculate	File	Range	

Question Matrix Type



1.Go to your Form Builder and Click on “Add question”

2.Select “Question Matrix”



3) Click on the gear icon in each column to set the question type.

The screenshot shows the 'Question Matrix Example' editor. At the top, a note states: 'Note: The Matrix question type only works in Solate web forms using the 'grid' style.' Below this, there's a table with two columns labeled 'Column'. The first column has a gear icon highlighted by a red arrow. A dropdown menu is open for the first column, showing options: 'Text', 'Select One', 'Select Many', 'Text', and 'Number'. To the left of the dropdown, there are labels: 'Response Type', 'Label', 'Data Column Prefix', and 'Required'.

4) Select the question type.

5) Add the Column label & response label

This screenshot shows the configuration for the first column. The 'Response Type' is set to 'Select One'. The 'Label' field is empty, and the 'Data Column Prefix' is set to 'column'. Below these, there are fields for 'Option 1' and 'Option 2', each with a corresponding 'Label' field. Red arrows point to the 'Label' and 'Data Column Prefix' fields.

6) Select the gear icon within 'Row' to define the row label.

The screenshot shows the 'Question Matrix Example' editor. At the top, a note states: 'Note: The Matrix question type only works in Solate web forms using the 'grid' style.' Below this, there's a table with two columns labeled 'Column'. The first column has a gear icon highlighted by a red arrow. A dropdown menu is open for the first column, showing options: 'Text', 'Select One', 'Select Many', 'Text', and 'Number'. To the left of the dropdown, there are labels: 'Response Type', 'Label', 'Data Column Prefix', and 'Required'.

Ranking Type

1.Go to your Form Builder and Click on “Add question”

2.Select “Ranking”

Form Preview

Please rank how important the following are in your purchase decisions

* 1st choice

Distance to market

* 2nd choice

Budget available

* 3rd choice

Budget available

Items cannot be selected more than once

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Pin	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculator	File	1..1 Range	

Range Type

Form Preview

Attach Video file

Click here to upload file. (1.5MB)

Date and Time

yyyy-mm-dd

HH:mm

Range

1

10

Validate





1.Go to your Form Builder and Click on “Add question”

2.Select “Range”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	
























Range Type

1+1	S(Male)+S(Female)
	Attach file Question text
	Bar code / QR code Question text
	Attach Video file Question text
	Date and Time Question text

1

+ Add Question 2





Participant ID:

	Select One		Select Many		abc Text		123 Number
	1.0 Decimal		Date		Time		Date & time
	Point		Photo		Audio		Video
	Line		Note		Barcode / QR Code		Acknowledge
	Area		Rating		Question Menu		Ranking
	1+1 Calculate		File		1..1 Range 3		

1..1 Range
Question text

start 0 A end 10 B step 1 C

Photo Type

123	Participant ID: Question hint	   
	Collect GPS of the place Question hint	   
abc	Name of the participant: Question hint	   

Collect Participant Photo **1**

+ Add Question **2**

Participant ID:

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Calendar Date	Clock Time	Calendar Date & time
Location Pin Point	Photo icon 3	Speaker Audio	Video icon Video
Line icon Line	None	Barcode / QR Code	Acknowledge icon Acknowledge
Area icon Area	Rating icon Rating	Question Matrix icon Question Matrix	Ranking icon Ranking
1 * 1 Calculator	File icon File	1..1 Range	

Photo Type

Form Preview

latitude (x,y °)

longitude (x,y °)

altitude (m)

area (m²)

search for place or address

Name of the participant:

Collect Participant Photo

Click here to upload file (< 2MB)

Validate

1.Go to your Form Builder and Click on “Add question”

2.Select “Photo”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	None	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
Calculate	File	Range	

Note Type

Form Preview

Click here to upload file, (x: 5MB)

Date of birth of participant

Weight of Participant

What time do you join training?

Read this to the person interviewed

Validate

Powered by **ENKETA**

1.Go to your Form Builder and Click on “Add question”

2.Select “Note”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	

Note Type

The screenshot displays the KoboCollect interface. On the left, a list of questions is visible, including 'Participant ID:', 'Collect GPS of the place:', 'Name of the participant:', 'Collect Participant Photo', 'Date of birth of participant', 'Weight of Participant', and 'What time do you join training?'. At the bottom left, a text input field contains 'Read this to the person interviewed' and is marked with a red circle '1'. Next to it is a green button labeled '+ Add Question' with a red circle '2'. On the right, a 'Testing' panel is open, showing a grid of question types. The 'Note' type is highlighted with a red box and a red circle '3'. Other visible question types include Select One, Select Many, Text, Number, Decimal, Date, Time, Date & time, Point, Photo, Audio, Video, Line, Barcode / QR Code, Acknowledge, Area, Rating, Question Matrix, Ranking, Calculate, and Range. The top right of the interface has a 'SAVE' button.

Point Type

1.Go to your Form Builder and Click on “Add question”

2.Select “Point”

Collect GPS of the place

latitude (x.y°)

12.262649

longitude (x.y°)

104.6541

altitude (m)

accuracy (m)

Search for place or address

Map showing a location marked with a red pin and a blue circle. The map includes labels for 'ស្រុកស្រែចម្ការ' and 'ស្រុកស្រែចម្ការ'.

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	🕒 Time	📅 Date & time
📍 Point	📷 Photo	🔊 Audio	📹 Video
↔ Line	≡ None	📊 Barcode / QR Code	☑ Acknowledge
📐 Area	📊 Rating	📊 Question Matrix	📊 Ranking
🔢 1+1 Calculate	📄 File	1..1 Range	

Point Type

Project
Testing

SAVE

Add from Library

Layout & Settings

123

Participant ID:
Question text

Collect GPS of the place

+ Add Question

Project
Testing

SAVE

Add from Library

Layout & Settings

Participant ID:

Select One

Select Many

abc Text

123 Number

1.0 Decimal

Date

Time

Date & Time

Point

Photo

Audio

Video

Line

Note

Barcode / QR Code

Acknowledge

Area

Rating

Question Matrix

Ranking

1+1 Calculate

File

1..1 Range

Line Type

1.Go to your Form Builder and Click on “Add question”




















2.Select “Line”

The screenshot shows the 'GPS Line' form builder interface. On the left, there are input fields for 'latitude (x,y °)', 'longitude (x,y °)', 'altitude (m)', and 'accuracy (m)'. The 'latitude' field contains '12.251242' and the 'longitude' field contains '104.566223'. On the right, there is a map with a red line connecting several points. A search bar at the top right of the map area says 'search for place or address'. The map is credited to '© OpenStreetMap | Terms'.

The screenshot shows the 'New Question' menu in the form builder. The menu is organized into a grid of question types. A blue arrow points to the 'Line' option, which is highlighted with a blue box. The 'Line' option is located in the second row, first column of the grid.

New Question			
Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	🕒 Time	📅 Date & time
📍 Point	📷 Photo	🔊 Audio	📹 Video
📏 Line	None	📄 Barcode / QR Code	☑ Acknowledge
📐 Area	📊 Rating	📋 Question Matrix	📊 Ranking
🧮 1+1 Calculate	📄 File	1..1 Range	

Line Type

	Date of birth of participant <i>Question hint</i>	   
1.0	Weight of Participant <i>Question hint</i>	   
	What time do you join training? <i>Question hint</i>	   
	Read this to the person interviewed <i>Question hint</i>	   

GPS Line **1**

+ Add Question **2**

The screenshot shows the 'Add Item' dialog in the 'Testing' project. The 'Line' option is highlighted with a red box and a red circle containing the number 3. The dialog displays a grid of various question types available for addition to the test.

Area Type

GPS Area

● ● ● ● ● +

latitude (x,y °)

13.097931

longitude (x,y °)

103.194902

altitude (m)

accuracy (m)

close polygon

search for place or address

153 ha

Battambang

© OpenStreetMap + Terms

1.Go to your Form Builder and Click on “Add question”

2.Select “Area”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	🕒 Time	📅 Date & time
📍 Point	📷 Photo	🔊 Audio	📹 Video
↔ Line	≡ None	📱 Barcode / QR Code	☑ Acknowledge
📐 Area	📊 Rating	📋 Question Matrix	🏆 Ranking
🧮 1+1 Calculate	📄 File	1..1 Range	

Area Type

⌚

What time do you join training?
Question list

☰

Read this to the person interviewed
Question list

⬅

GPS Line
Question list

GPS Area

+ Add Question

Project
Testing

SAVE

Add from Library

Layout & Settings

Participant ID:

⌚ Select One

☰ Select Many

abc Text

123 Number

1.0 Decimal

📅 Date

⌚ Time

🕒 Date & time

📍 Point

📷 Photo

🔊 Audio

📺 Video

⬅ Line

☰ None

📊 Barcode / QR Code

🗒 Acknowledge

📐 Area

☰ Rating

☰ Question Matrix

📊 Ranking

1+1 Calculate

📄 File

1..1 Range

File Type

Form Preview

close polygon

Male

Female

Attach file

Click here to upload file. (< 5MB)

Validate

1.Go to your Form Builder and Click on “Add question”

2.Select “File”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	

File Type

123	Male Question text
123	Female Question text
1+1	5(Male)+5(Female)

Attach file 1

+ Add Question 2

Project
Testing

SAVE*

Add from LibraryLayout & Settings

Participant ID:

Select OneSelect Manyabc Text123 Number

1.0 DecimalDateTimeDate & time

PointPhotoAudioVideo

LineNameBarcode / QR CodeAcknowledge

AreaRatingQuestion MatrixRanking

1+1 CalculateFile 31..1 Range

Audio Type

Form Preview

close polygon

Male

Female

Record Respondent

Click here to upload file. (< 5MB)

Validate

1.Go to your Form Builder and Click on “Add question”

2.Select “Audio”

New Question

Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculator	File	1..1 Range	

Audio Type

	GPS Area Question (text)
123	Male Question (text)
123	Female Question (text)
1+1	5(Male)+5(Female)

Record Respondent **1**

+ Add Question **2**

Project
Testing

SAVE

Add from Library

Layout & Settings

Participant ID:

Select One	Select Many	Text	Number
Decimal	Date	Time	Date & time
Point	Photo	Audio 3	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculation	File	1..1 Range	

Video Type

Form Preview

Female

Attach file

Click here to upload file. (≤ 3MB)

Bar code / QR code

Attach Video file

Click here to upload file. (≤ 3MB)

Validate

1.Go to your Form Builder and Click on “Add question”

2.Select “Video”

New Question

Select One	Select Many	Text	Number
Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	Note	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
Calculator	File	Range	

Video Type

123	Male Question hint
123	Female Question hint
1+1	5(Male)+5(Female)
	Attach file Question hint
	Bar code / QR code Question hint

Attach Video file

+ Add Question

Project
Testing

SAVE

Add from Library

Layout & Settings

Participant ID:

Select One

Select Many

sbct Text

123 Number

1.0 Decimal

Date

Time

Date & time

Point

Photo

Audio

Video

Line

Note

Barcode / QR Code

Acknowledge

Area

Rating

Question Matrix

Ranking

1+1 calculator

File

1..1 Range

Acknowledge Type

1.Go to your Form Builder and Click on “Add question”

2.Select “Acknowledge”

The image shows a 'Form Preview' window. At the top, there are two input fields: 'why are you still' and 'reference'. Below them is a 'Range' slider with a scale from 0 to 10. Under the slider is a red-bordered box labeled 'Acknowledge' containing a blue circular button with a checkmark and the text 'OK'. At the bottom of the form is a blue button labeled 'Validare'. The footer of the window says 'Powered by ENKETO'.

The image shows a 'New Question' menu with a grid of question type icons. The icons include: Select One, Select Many, abc Text, 123 Number, 1.0 Decimal, Date, Time, Date & time, Point, Photo, Audio, Video, Line, None, Barcode / QR Code, Acknowledge (highlighted with a blue box and a blue arrow from the text '2.Select “Acknowledge”'), Area, Rating, Question Matrix, Ranking, 1+1 Calculate, File, and 1..1 Range.

Acknowledge Type

Bar code / QR code
Question hint

Attach Video file
Question hint

Date and Time
Question hint

Range
Question hint

start 0 end 10 step 1

Acknowledge **1**

+ Add Question **2**

Participant ID:

Select One	Select Many	abc Text	123 Number
1.0 Decimal	📅 Date	🕒 Time	📅 Date & time
📍 Point	📷 Photo	🔊 Audio	📺 Video
📏 Line	📝 Note	📊 Barcode / QR Code	<input checked="" type="checkbox"/> Acknowledge 3
📐 Area	📊 Rating	📊 Question Matrix	📊 Ranking
1+1 Calculator	📄 File	1.1 Range	

Barcode / QR Code Type

Form Preview

Male

Female

Attach file

Click here to upload file. (≤ 5MB)

Bar code / QR code

1D Barcode

QR Code

1.Go to your Form Builder and Click on “Add question”

2.Select “Barcode / QR Code”

New Question

Select One

Select Many

abc Text

123 Number

1.0 Decimal

Date

Time

Date & time

Point

Photo

Audio

Video

Line

Note

Barcode / QR Code

Acknowledge

Area

Rating

Question Matrix

Ranking

1+1 Calculator

File

1..1 Range

Barcode / QR Code Type

	GPS Area Question.html
123	Male Question.html
123	Female Question.html
1+1	\$(Male)+\$(Female)
	Attach file Question.html

1 + Add Question 2

Project Testing SAVE

Add from Library Layout & Settings

Participant ID:

Select One

Select Many

abc Text

123 Number

1.0 Decimal

Date

Time

Date & time

Point

Photo

Audio

Video

Line

Note

Barcode / QR Code

3

Acknowledge

Area

Rating

Question Matrix

Ranking

1+1 Calculate

File

1..1 Range

Calculate Type

close polygon

Male
2

Female
3

Total = 5

Validate

1. Go to your Form Builder and Click on “Add question”

2. Select “Calculate”

New Question

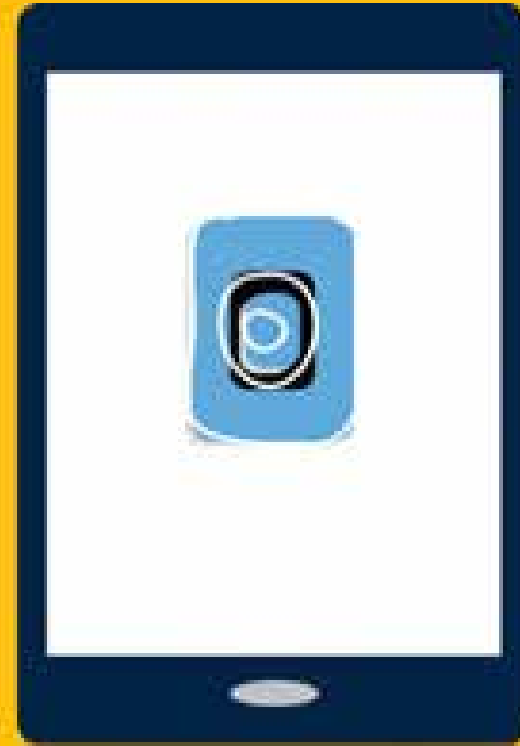
Select One	Select Many	abc Text	123 Number
1.0 Decimal	Date	Time	Date & time
Point	Photo	Audio	Video
Line	None	Barcode / QR Code	Acknowledge
Area	Rating	Question Matrix	Ranking
1+1 Calculate	File	1..1 Range	

Calculate Type

The screenshot shows the Blackboard Test Editor interface. At the top, there is a 'Project' tab and a 'Test' tab. A 'SAVE' button is in the top right corner. Below the tabs is a toolbar with icons for adding questions, a table of questions, and a settings panel. The table has columns for question ID, question text, and a 'Create Question' button. The settings panel includes fields for 'Data Collection Name', 'Question ID', 'Mandatory Response', 'Default Response', 'HBL', and 'Appearance (Advanced)'. Red numbered circles (1-5) and blue arrows indicate the sequence of steps: 1. Add question, 2. Add question, 3. Add question, 4. Set question ID, 5. Add question.

The screenshot shows the Qualtrics interface. At the top, there's a header with 'Project: Testing' and a 'SAVE' button. Below the header is a toolbar with icons for question types. The main area displays a list of question types under the heading 'Participant ID:'. The 'Calculator' option is highlighted with a red box.

Participant ID:			
Select One	Select Many	abc Text	123 Number
1.0 Decimal	Calendar Date	Clock Time	Calendar Date & time
Location Pin Point	Photo	Speaker Audio	Video
Left Arrow Line	Notepad Note	Barcode / QR Code	Checkmark Acknowledge
Area	Rating	Question Matrix	Ranking
1+ Calculator	File	1..1 Range	



KoBo Toolbox

FORM BUILDER – QUESTION SETTING

Setting

123

Participant ID:
Question hint

abc

Name of the participant:
Question hint

Setting

Delete Question

Duplicate Question

Add Question to Library

⚙️

Settings

❌

Question Options

Data Column Name:

Name_of_the_participant

Setting - Question Options

Settings >> Question Options

A - Data Column Name

This refers to the column header associated with this data point; all question IDs follow a syntax where spaces are automatically replaced with underscores ‘_’

B - Question Hint

C - Mandatory Response

GPS question type should also **never be ‘required’** in case a user has technical difficulty

D - Default Response

E - Appearance (Advanced)

The screenshot displays the 'Question Options' settings for a 'Date' question type. The interface includes a sidebar with navigation links: 'Settings', 'Question Options' (selected), 'Skip Logic', and 'Validation Criteria'. The main content area contains the following settings:

- A** Data Column Name: A text input field containing 'date'.
- B** Question Hint: A text input field containing 'Please confirm assessment date'.
- C** Mandatory Response: A checkbox labeled 'Yes' which is checked.
- D** Default Response: A text input field containing 'today()'.
- E** Appearance (Advanced): A dropdown menu currently showing 'select'.

Setting - Question Options

*តើមានគុណអាយុក្រោម៥ឆ្នាំទេ?

- ☒ មាន
- ☐ មិនមាន

Name of the participant:

HH23. ចំនួនគុណសរុប (អាយុក្រោម ៥ឆ្នាំ)

123

HH23. ចំនួនគុណសរុប (អាយុក្រោម ៥ឆ្នាំ)

Question hint

⚙ Settings

Question Options

Skip Logic

Validation Criteria

Please Click Here

Setting - Question Options

abc

Name of the participant:
Question hint

Settings

Question Options

Skip Logic

Validation Criteria

1 + Add a condition

`{}` Manually enter your skip logic in XLSForm code

Settings

Question Options

Skip Logic

Validation Criteria

This question will only be displayed if the following conditions apply

គេមានគុណរងាយគ្រោមធុន្នានេះ? 2 = 3 មាន 4

Select question from list

Participant ID:

គេមានគុណរងាយគ្រោមធុន្នានេះ?

Name of the participant:

Was Answered

Was not Answered

(=)

not (!=)

មាន

មិនមាន

Setting – Validation Criteria

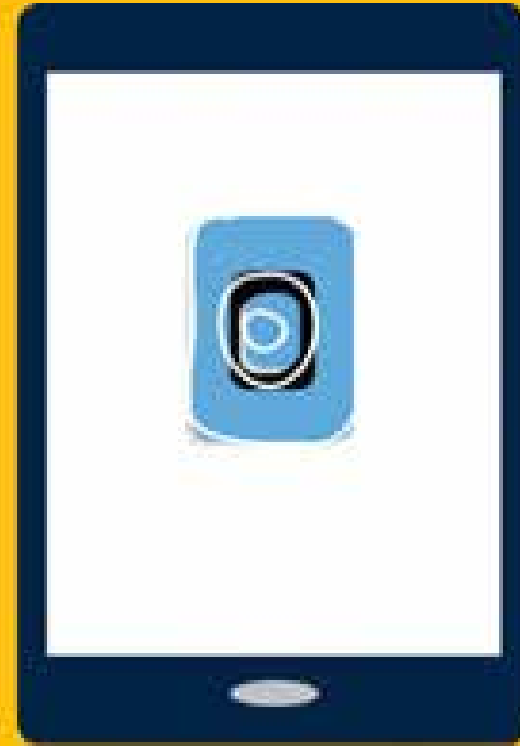
The image shows two screenshots of a web application's 'Validation Criteria' settings page. The left sidebar contains a 'Settings' menu with options: 'Question Options', 'Skip Logic', and 'Validation Criteria' (highlighted with a red border).

Top Screenshot (Initial State):

- A green bar at the top says "2 + Add a condition".
- A blue bar below it says "\$() Manually enter your validation logic in XLSForm code".
- An 'Error Message:' label is followed by an empty text input field, with a red circle '1' next to it.

Bottom Screenshot (Configured State):

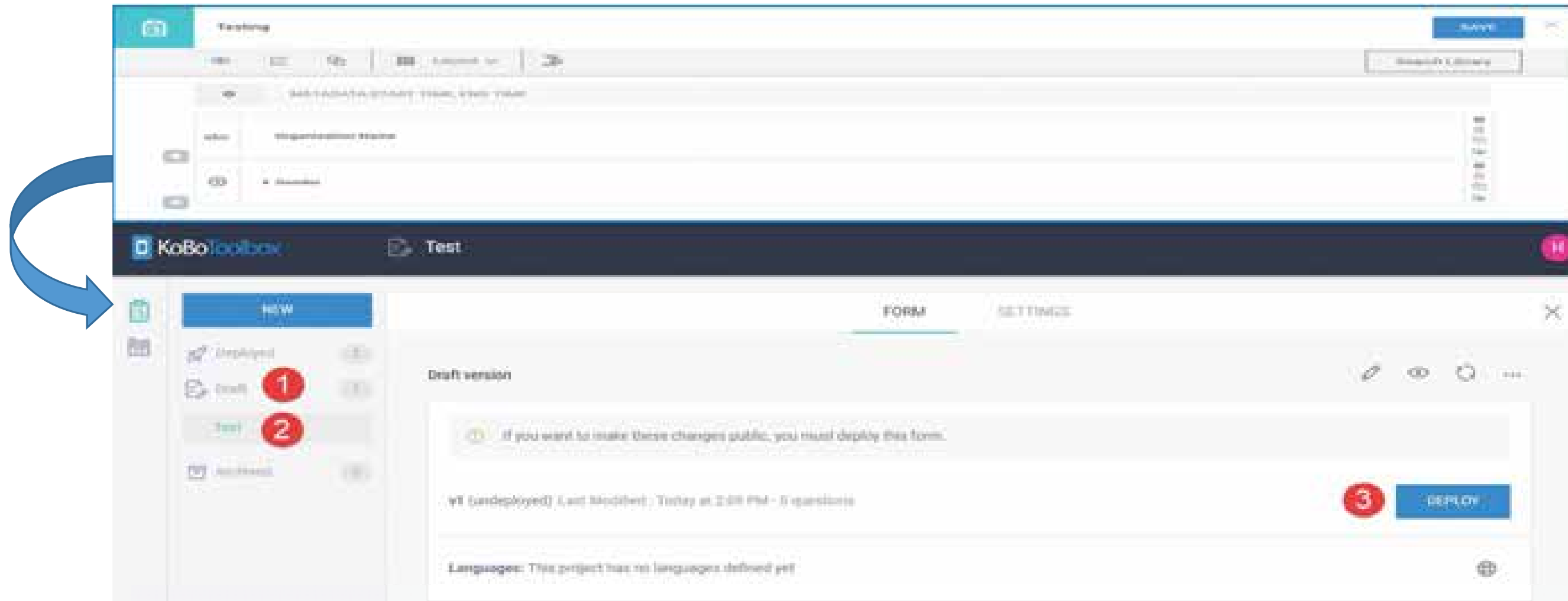
- The text "This question will be valid only if the following conditions apply" is displayed.
- The text "This question's response has to be >= 1" is shown, with a red circle '3' next to the operator '>=' and a red circle '4' next to the value '1'.
- A green button labeled "+ Add another condition" is present.
- An 'Error Message:' label is followed by an empty text input field.
- A dropdown menu is open, showing the following options: "(=)", "not (!=)", "Greater Than (>)", "Less Than (<)", "Greater Than or Equal to (>=)", and "Less Than or Equal to (<=)".



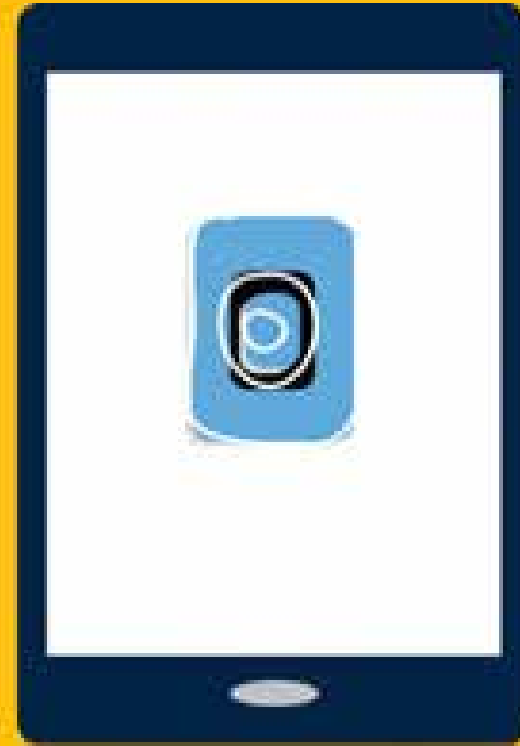
KoBo Toolbox

**FORM BUILDER – DEPLOY FORM & PROJECT
SHARE**

Deploy Form



★ Redeploy use unless having to add more questions before conduct data collection



KoBo *Toolbox*

COLLECT DATA – WEB BROWSER

Collect Data Through Laptop/Desktop

The screenshot shows the KoboToolbox web application interface. The top header displays the KoboToolbox logo and the form title 'Training Need Assessment on M&E Topic for Partners' with a count of 18 submissions. Below the header, there are tabs for SUMMARY, FORM, DATA, and SETTINGS. The left sidebar contains a list of forms, including 'Training Need Assessment', 'Social Work Supervision', 'Human Rights Org', 'Social Work Supervision', 'ICT Learning Survey', and 'GPI Indicator Survey'. The main content area shows the 'FORM' tab selected, displaying a list of deployment options. The options are: 'Online-Offline (multiple submissions)', 'Online-Only (multiple submissions)', 'Online-Only (single submission)', 'Embeddable web form code', 'View only', and 'Android application'. The 'Online-Offline (multiple submissions)' and 'Online-Only (multiple submissions)' options are highlighted with blue boxes. The 'Embeddable web form code' option has a 'COPY' button next to it, and the 'View only' option has a 'VIEW' button next to it. A 'RECEIVED' button is visible on the right side of the form.

Deployment Method	Description	Action
Online-Offline (multiple submissions)	Use this option to collect data in the field with your Android device.	
Online-Only (multiple submissions)	Use this option to collect data in the field with your Android device.	
Online-Only (single submission)	This allows a single submission, and can be paired with the "returnURL" parameter to redirect the user to a URL of your choice after the form has been submitted.	
Embeddable web form code	Use the HTML code snippets to integrate your form on your own website using smaller images.	COPY
View only	Use this option for testing, getting feedback. Does not allow submitting data.	VIEW
Android application	Use this option to collect data in the field with your Android device.	

Using Web Application to collect data according to online/offline

Collect Data Through Share Link/Web Form

<https://ee.kobotoolbox.org/x/#Yscw>

Training Need Assessment on M&E Topic for Partners

I. Background

* Organization Name

* Position

☐ M&E Person
☐ Project Implementer
☐ Others

* Nationality

☐ Foreigner
☐ Cambodian

* Gender

☐ Female
☐ Male

II. Monitoring and Evaluation Practices

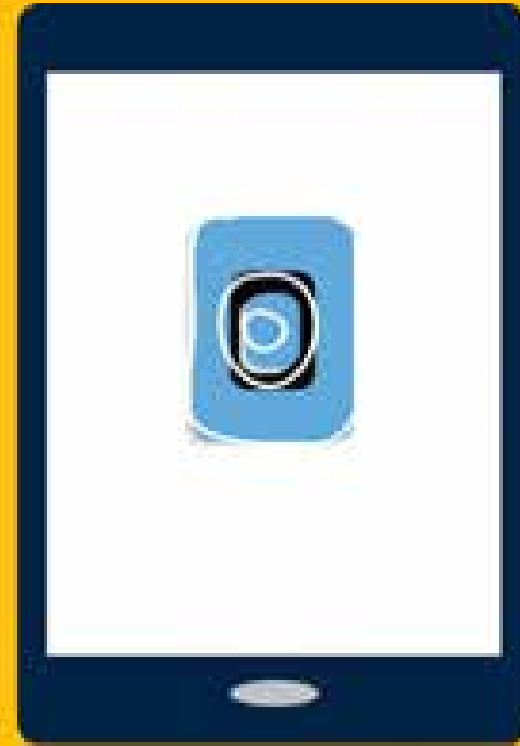
* Review the Key Terms in M&E

☐ First Priority
☐ Second Priority
☐ Third Priority
☐ No Need

* Identify the difference between Monitoring and Evaluation

☐ First Priority
☐ Second Priority
☐ Third Priority

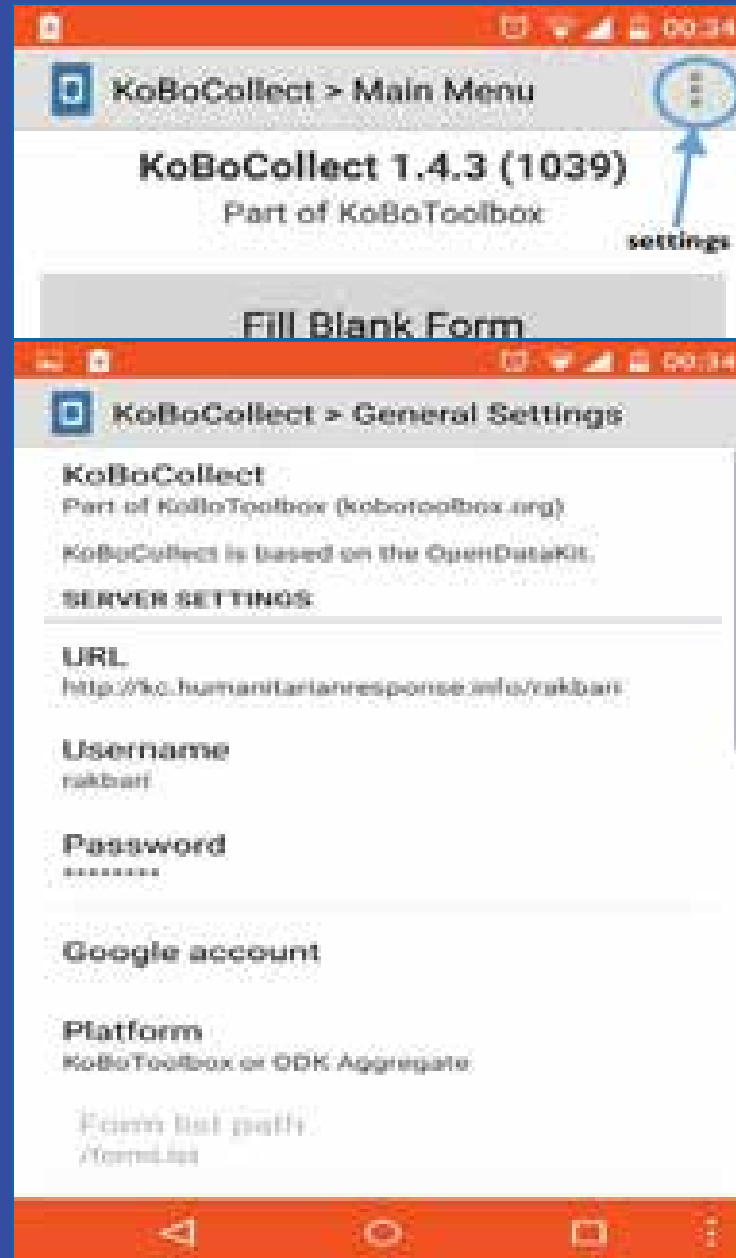
Be able to collect by using
Sharing Link/Web Form to
fill data with required
internet available



KoBo *Toolbox*

COLLECT DATA – MOBILE

Installation Kobo Collect



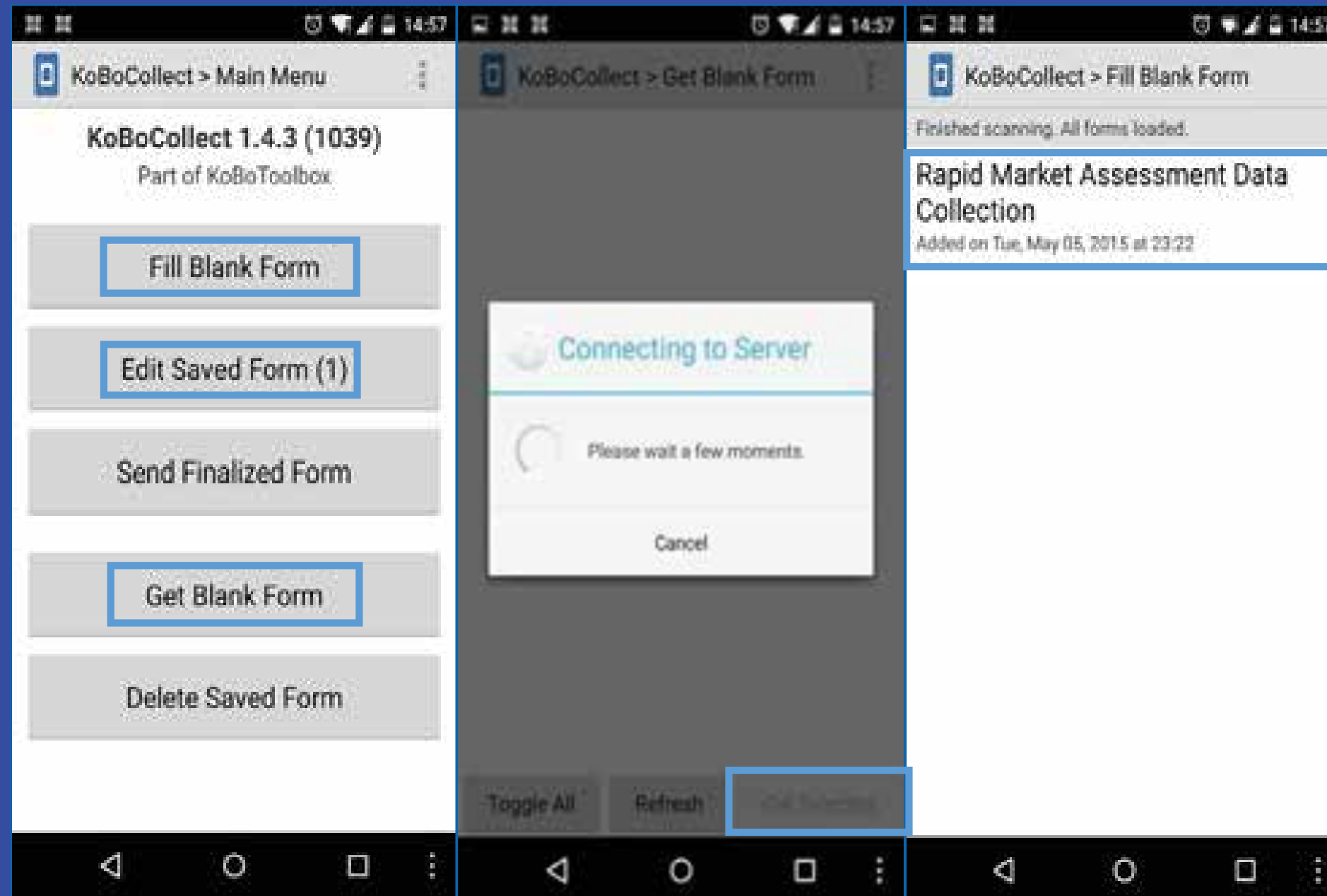
Step 1: Install KoBoCollect Mobile App

- Go to Google Play store (in Applications)
- Search for '*KoBoCollect*'
- Download and Install application

Step 2: Direct mobile application to EMMA/ PCMMA Forms

- Open KoboCollect
- Open Settings (Settings button is also located Bottom Right of screen)
- Scroll to **[SERVER SETTINGS]**
- Under **[URL]**, enter:
<http://kc.humanitarianresponse.info/emma>
- Username: emma
- Password: 1
- Under **Platform**, make sure '*KoboToolbox or ODK Aggregate*' is selected

Collect Data Through Android Application



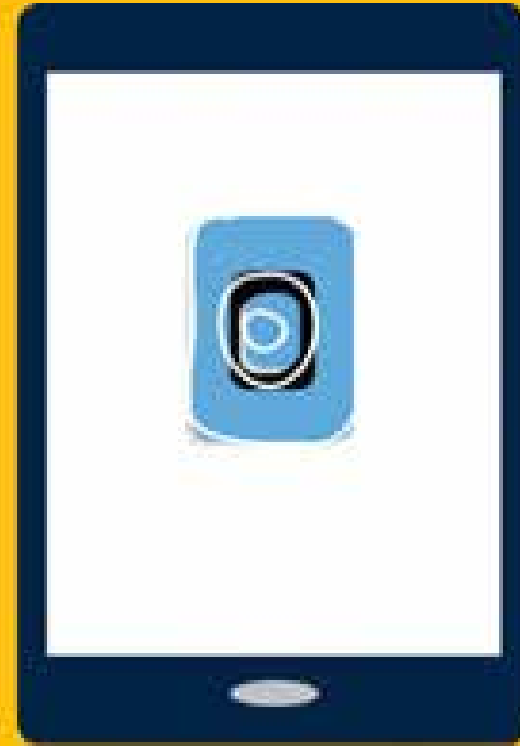
Step 1: Get Blank Form

Step 2: Select Fill Blank Form

Step 3: Fill Out Mobile Form

Step 4: Save Completed Mobile Form

Step 5: Send Finalized Data to Server ('Data Syncing')



KoBo Toolbox

ANALYZE & MANAGE DATA – VIEW DATA

View Data Through Deploy

The screenshot displays the 'Mobile Collect Data' application interface. On the left, a sidebar contains a 'NEW' button and a list of options: 'Deployed' (1), 'Testing', 'Mobile Collect Data' (2), 'Draft' (1), and 'Archived' (0). A secondary sidebar lists 'Reports', 'Table' (4), 'Gallery', 'Downloads', and 'Map'. The main area features tabs for 'SUMMARY', 'FORM', 'DATA' (3), and 'SETTINGS'. The 'DATA' tab is active, showing '1 of 1 results'. Below this is a table with columns: 'Validation status', 'start', 'end', 'What type of ...', 'What type of ...', 'Who pay for w...', 'Do workers' p...', and 'What kind'. The table contains one row of data with values: 'Show All', 'August 8, 201...', 'June 21, 2019...', 'gfdag', 'Pond, Well (o...', 'gfdagla', 'THOCHSDF', and 'HDFCHDH'.

Validation status	start	end	What type of ...	What type of ...	Who pay for w...	Do workers' p...	What kind
Show All	August 8, 201...	June 21, 2019...	gfdag	Pond, Well (o...	gfdagla	THOCHSDF	HDFCHDH

View Data Through Project Legacy

Projects

Support

KoBoToolbox

Project Legacy

Training Need Assessment on M&E Topic for Partners

Training Need Assessment on M&E Topic for Partners

Submissions (18)

Photos

Add Data

Form

Projects

Support














































KoBoToolbox

Access to Training Need Assessment on M&E Topic for Partners

view and select forms

most groups in response

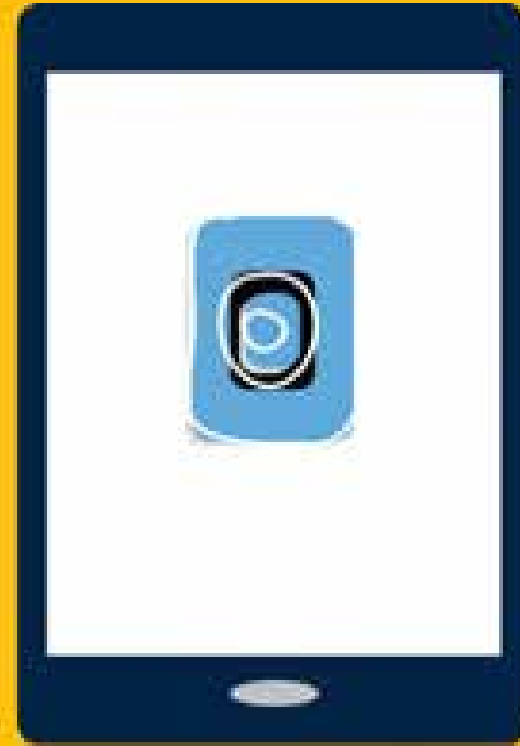
download data

view as (pdf)	PDF	PDF	Comments	Organization Name	Address	Country	Phone	Is Monitoring and Evaluation Project	Address for M&E Topic for Partners	Address for M&E Topic for Partners	Address for M&E Topic for Partners	Address for M&E Topic for Partners	Address for M&E Topic for Partners
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
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				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific
				Asia Pacific	Project Implementation	Cameroon	Phone		Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific	Asia Pacific

Step 1: Select Projects (legacy)

Step 2: Select Project Form Name

Step 3: You will see as like images in left



KoBo Toolbox

ANALYZE & MANAGE DATA – EDIT AND DELETE

Edit and Delete Through Deploy

NEW

1

2

3

4

SUMMARY

FORM

DATA

SETTINGS

1-1 of 1 results

validation date	start	end	What type of...	What type of...	Who pay for...	Do worker's...	What kind of...
2019-08-01	2019-08-01	2019-08-01	g11g	Food, well is...	g11g	THOONON	HOPONON

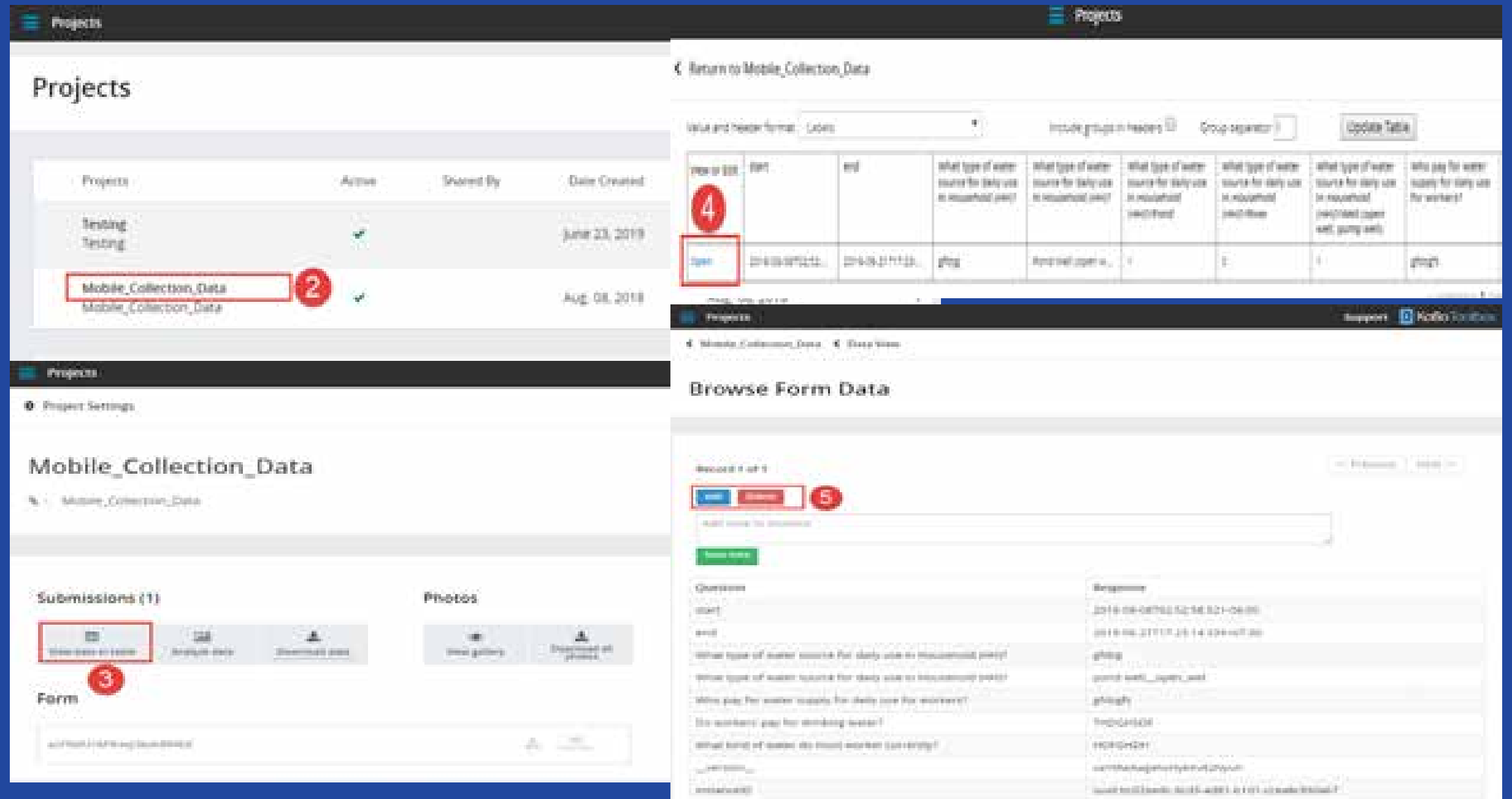
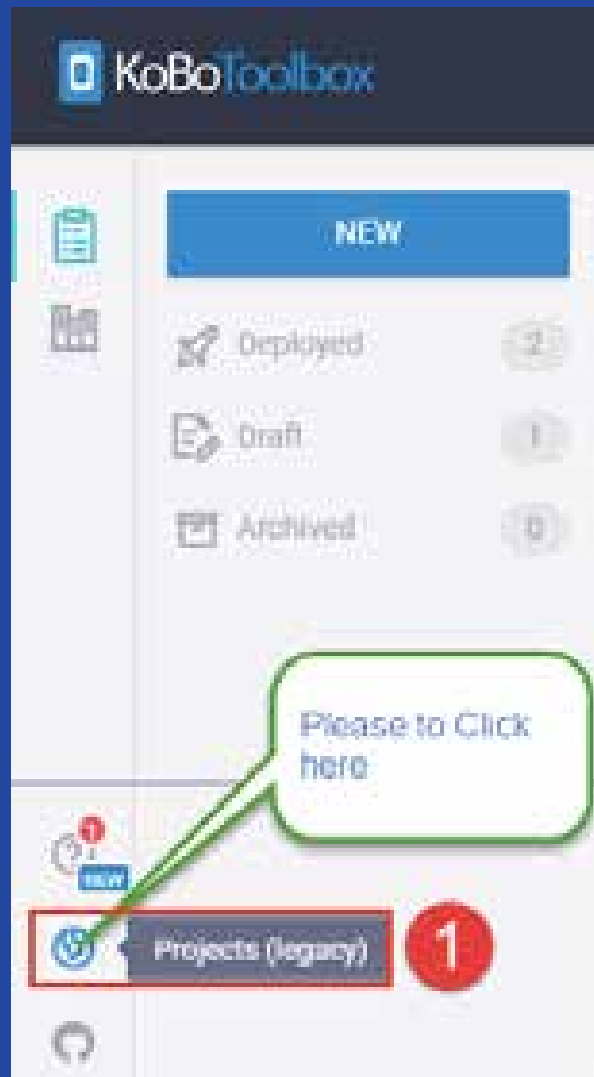
Submission Record (1 of 1)

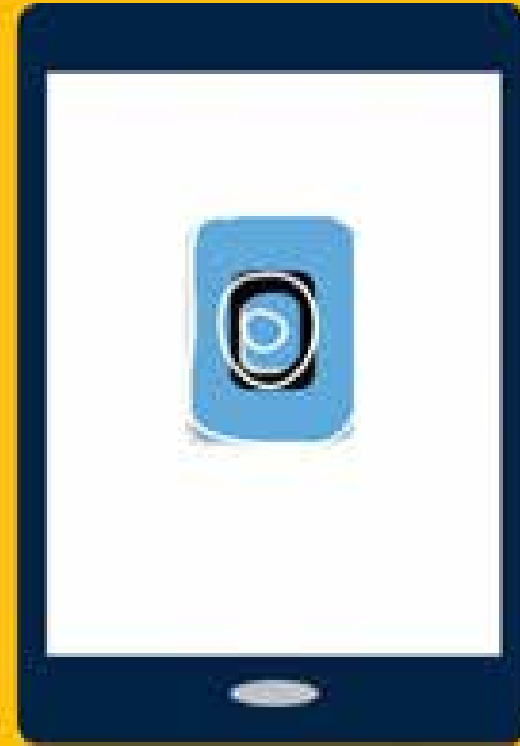
5

6

Type	Question	Response
str	What type of water source for daily use at household level?	g11g
list	What type of water source for daily use at household level?	<ul style="list-style-type: none">FoodWell (open well, pump well)
str	Who pay for water supply for daily use for workers?	g11g
str	Do worker's pay for drinking water?	THOONON
str	What kind of water do most worker currently?	HOPONON
date		2019-08-01T02:52:58.521+07:00
date		2019-08-01T17:02:54.235+07:00
__version__		437646491900020000
validation		437646491900020000

Edit and Delete Through Projects (legacy)

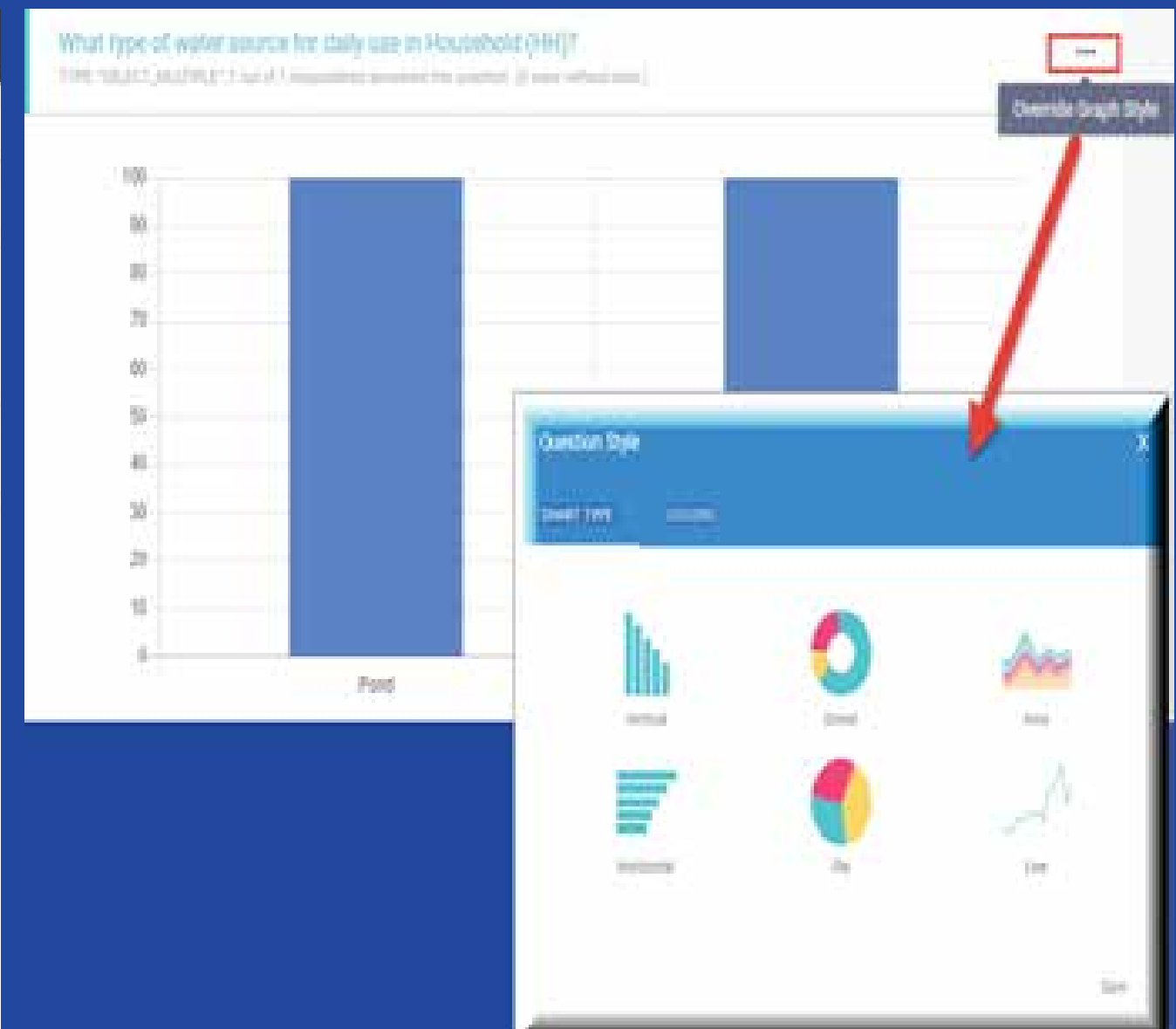
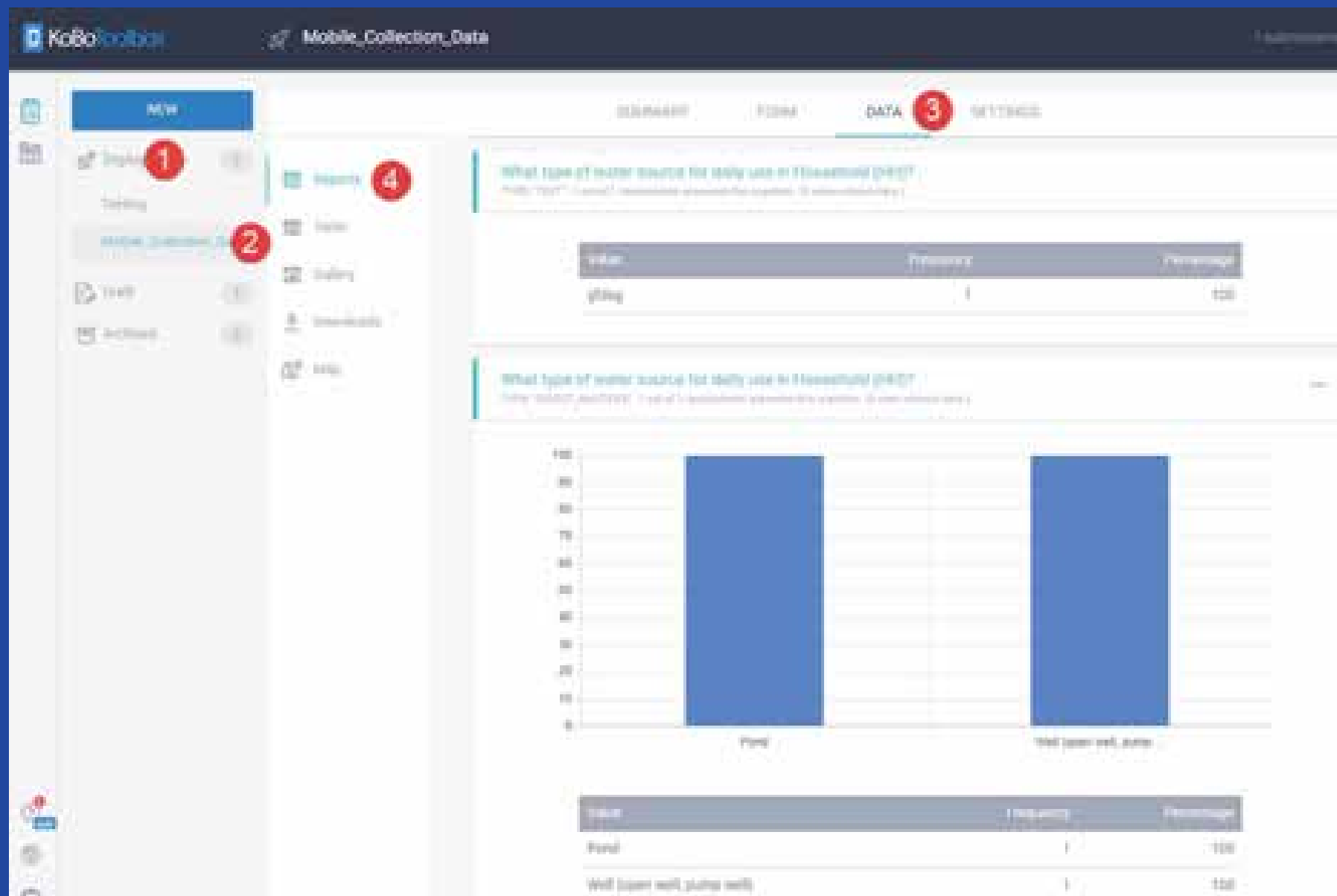




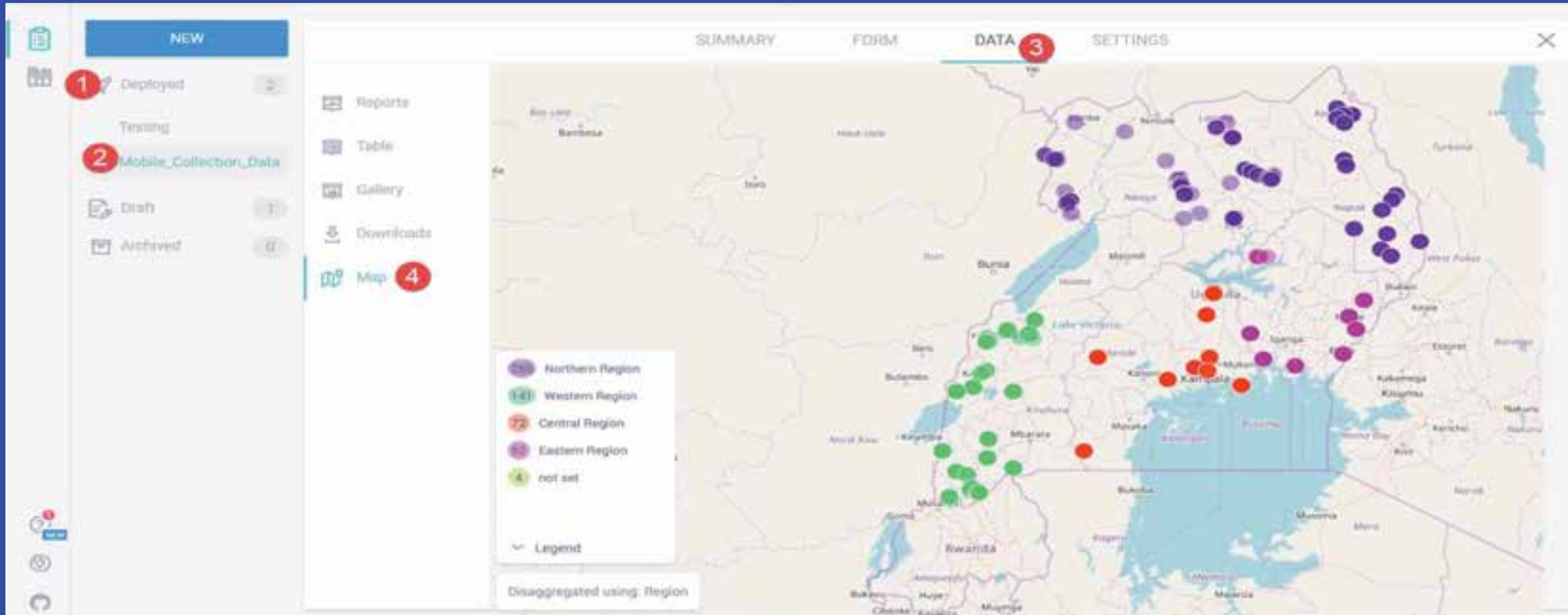
KoBo Toolbox

ANALYZE & MANAGE DATA – REPORTING

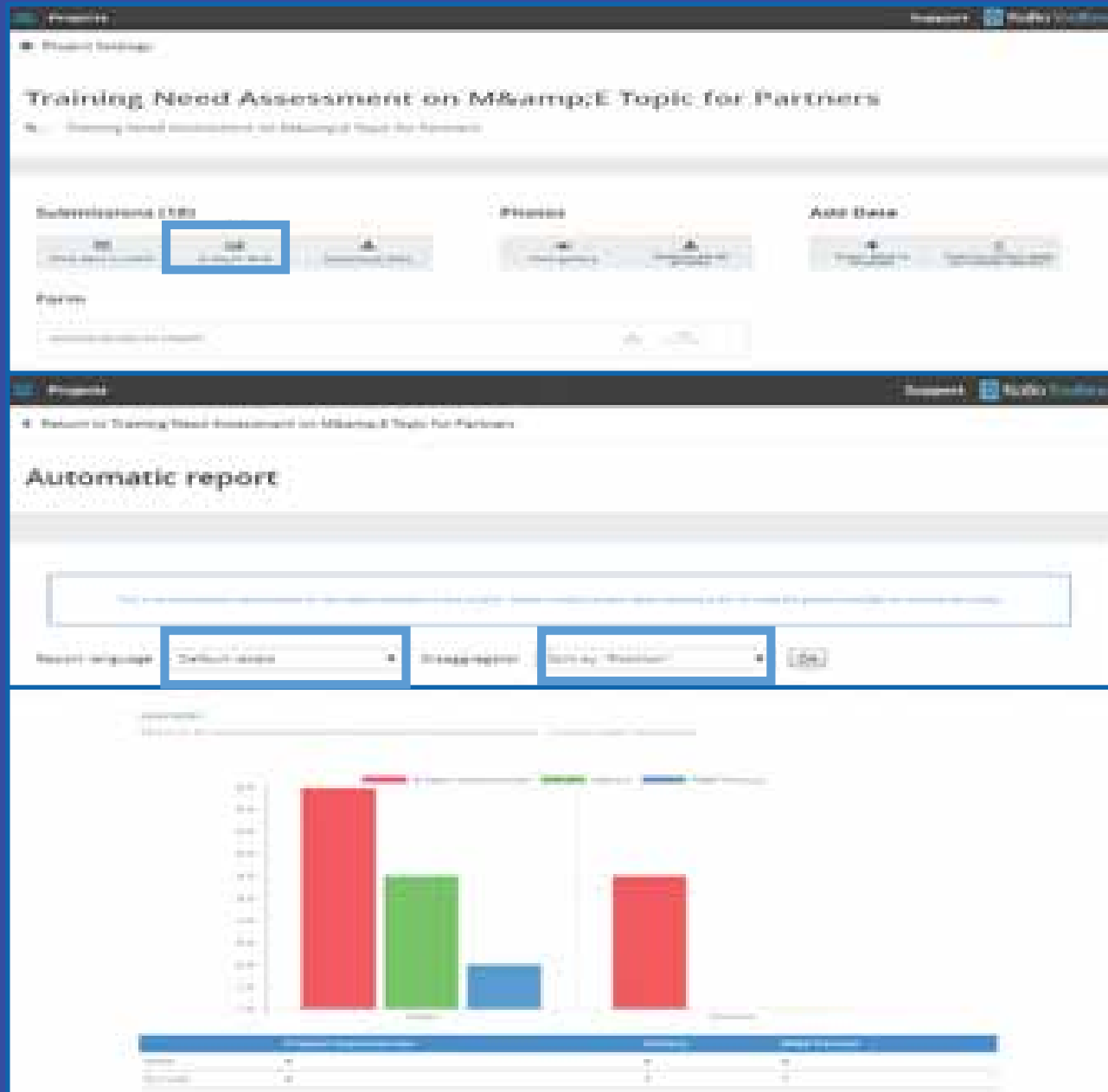
Analysis Data Through Deploy



Analysis Data Through Deploy



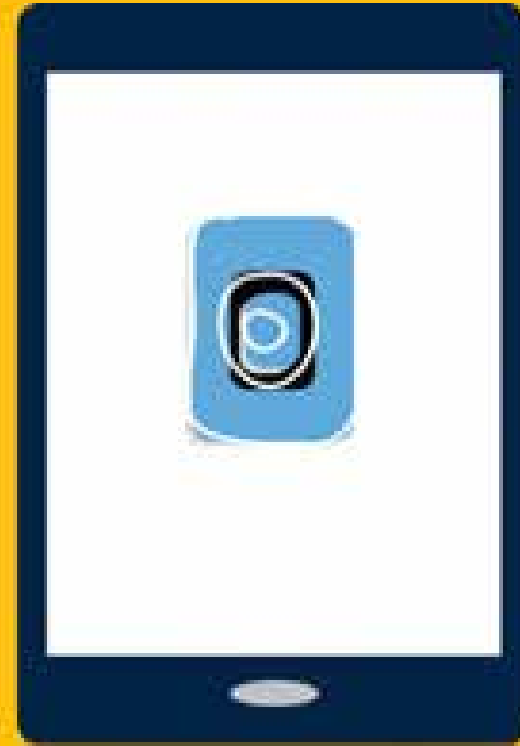
Analysis Data Through Projects (legacy)



Step 1: Select Projects (legacy)

Step 2: Select Project Form Name

Step 3: You will see as like images in left



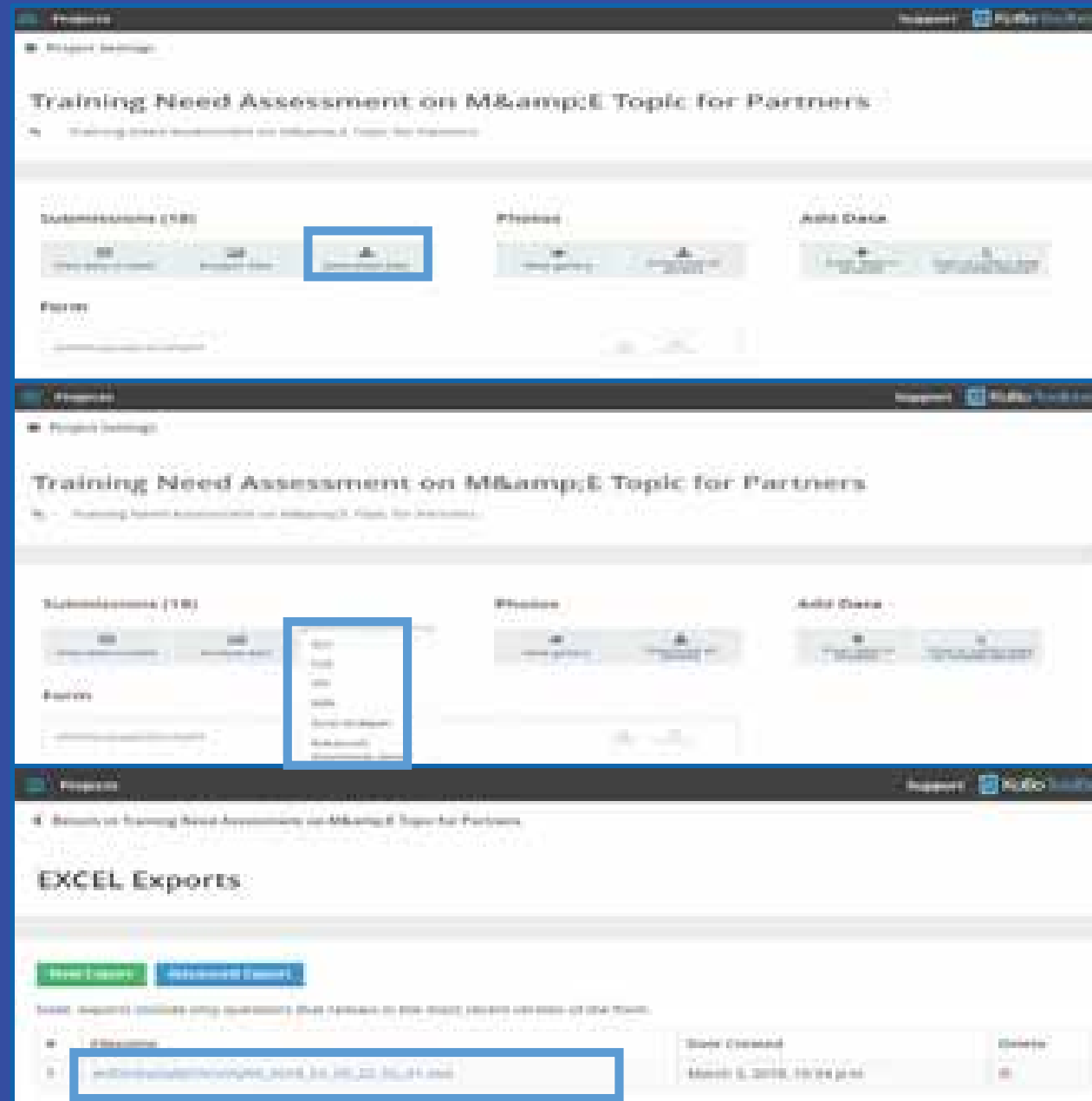
KoBo Toolbox

ANALYZE & MANAGE DATA – EXPORTING

Download Data Through Deploy

The screenshot displays the KoBoToolbox interface for a project named 'Mobile_Collection_Data'. The interface includes a top navigation bar with 'SUMMARY', 'FORM', 'DATA' (highlighted with a red circle 3), and 'SETTINGS'. A left sidebar contains a 'NEW' button and a list of project states: 'Deployed' (1), 'Testing', 'Mobile_Collection_Data' (2), 'Draft', and 'Archived'. A central panel shows options for 'Reports', 'Table', 'Gallery', 'Download' (4), and 'Map'. The 'Download Data' section is active, featuring a 'Select export type' dropdown (5) with 'XLS' selected, a 'Value and header format' dropdown (6) with 'XML values and headers' selected, a checkbox for 'include groups in headers', a 'Group separator' field (7) containing a slash, and an 'EXPORT' button (8). A dropdown menu for the export type is open, listing options: 'XLS', 'XLS (legacy)', 'CSV', 'CSV (legacy)', 'Media Attachments (ZIP)', 'GPS coordinates (KML)', 'Excel Analyser', and 'SPSS Labels'.

Download Data Through Projects (legacy)



Step 1: Select Projects (legacy)

Step 2: Select Project Form Name

Step 3: Select extension as your need

Step 4: You will see as like images in left



THANK YOU!