

Create a Data Table

Last Modified on 05/02/2018 2:12 pm EDT

Data Tables versus Direct Entry

Indicator results can be entered directly, or they can be pulled from a data table.

For a quick breakdown on when to use Data Tables versus Direct Entry, take a look at the [Indicator Guidebook](#).

What Goes In a Data Table

- **Date:** Your data table must have a column for date.
- **Place:** Your data table must have a column for a geographic place, such as district, region, or specific locations. National-level data should have a column that specifies the place for each row as the whole country.
- **Activity:** All data should be associated with the activity that did that work. The few exceptions include national-level indices, such as literacy rate, which don't represent work attributable to one of your activities.
- **A column for what you're counting:** Are you counting trainees? You'll need a column to list each trainee. Patients? You'll need a column for each patient.
- **A column for each disaggregation of any indicators that pull from this table:** Hint -- if you're disaggregating by sex, the column heading would be "Sex", and the rows in that column would contain "Male" or "Female". You would not have separate columns for male and female.

Facts about Data Tables

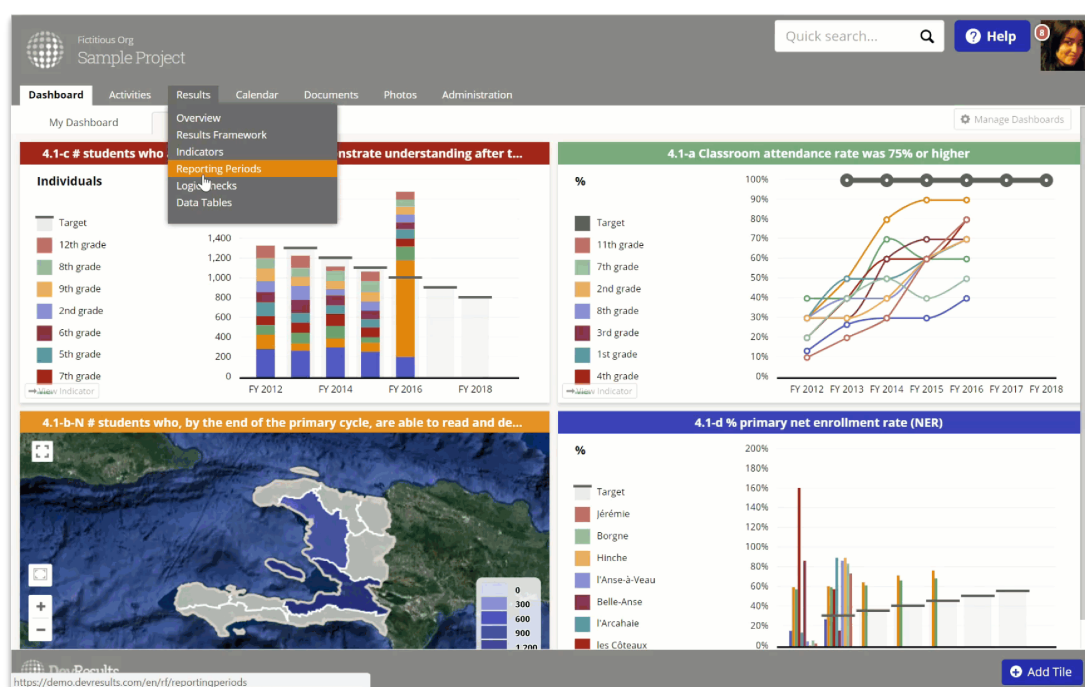
- Data Tables in DevResults allow you to **directly upload spreadsheets** of individual-level data. Indicators can then be set to pull results from these tables.
- **Partners can access** and edit Data Tables if you so choose, but only the rows of data that are associated with their activities. Any information added by a partner will be automatically labeled with their activity. Partners cannot see rows of data entered by others' activities. Click here to learn more about [How Activities are Linked to Data Tables](#).
- Data Tables enforce **good data practices**. All data in DevResults must be associated with a time and a place, so you must include a column for the date of the result and the area it represents, such as a single facility, a district, or the whole country. If results were generated by an activity, you must include a column to label that activity.
- Data Tables can inform **multiple indicators**.
- Data Tables can have as many columns as you want, including **text fields** that allow you to store additional qualitative information for each row.
- You can **add/edit information** in Data tables by:

- Uploading an Excel file with new rows of data
- Uploading an Excel file and replacing all rows of data
- Editing the table and adding rows directly online

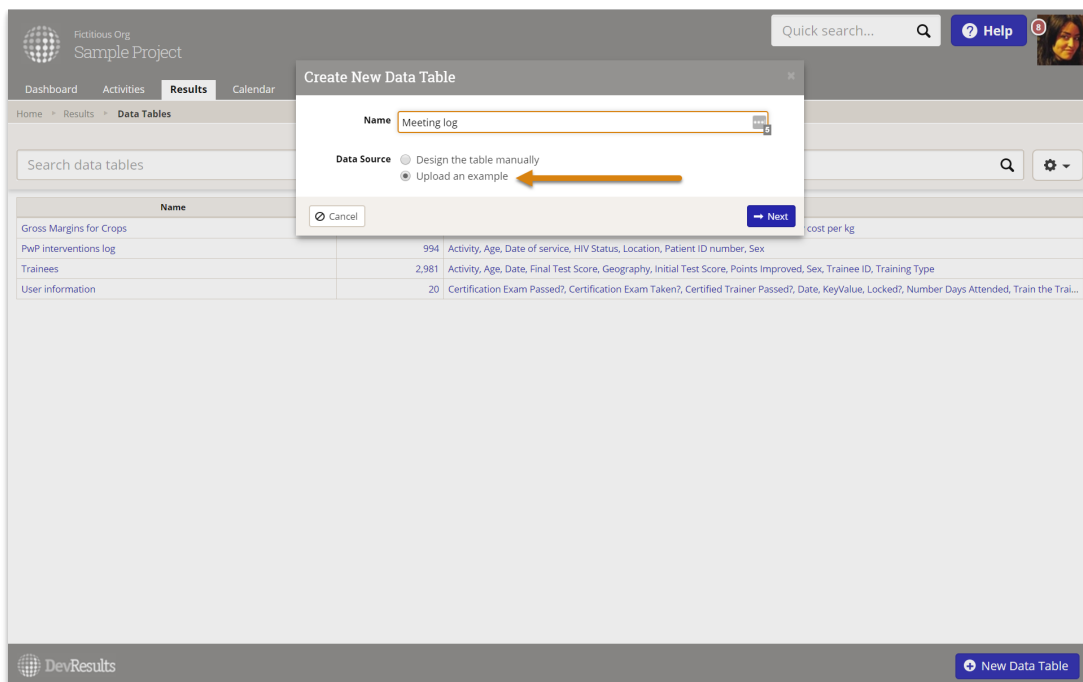
Creating a Data Table by Uploading a Spreadsheet

If you currently store your data in an Excel spreadsheet, you can upload this information to DevResults directly.

First go to the Data Tables page and select **(+) New data table**.

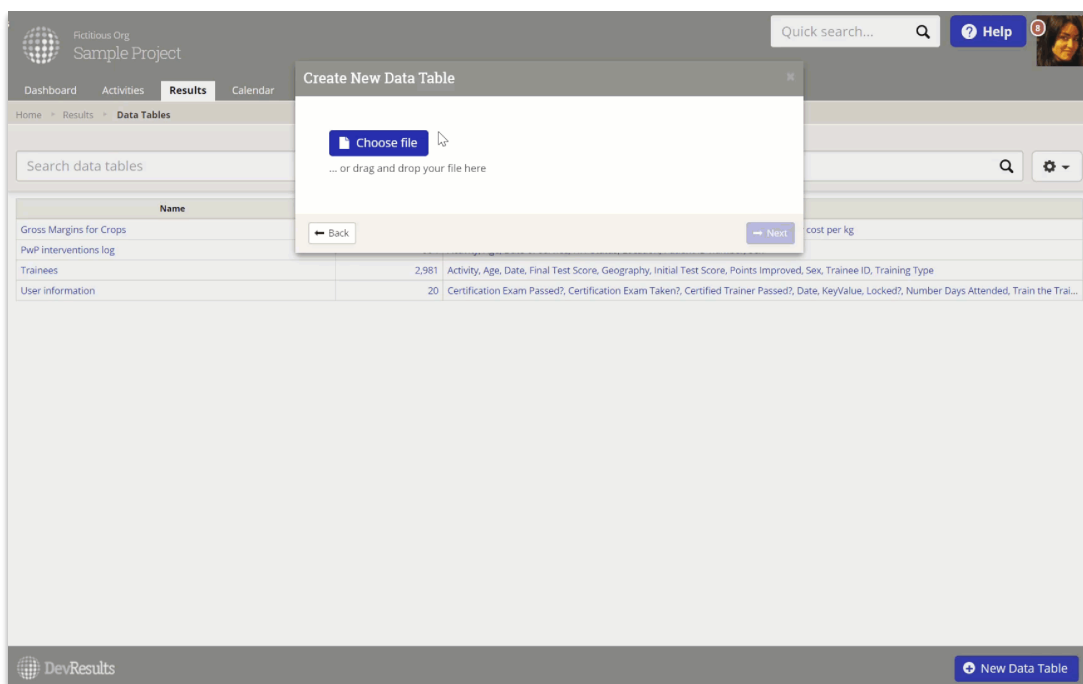


Next select **Upload an example**.



You can now choose a file from your computer or drag and drop a file from your computer to the page. You will then be prompted to verify what type of data is in each of your columns. If the system-suggested type is incorrect, you can change this by clicking on the dropdown or by starting to enter the correct column type into the field you want to change.

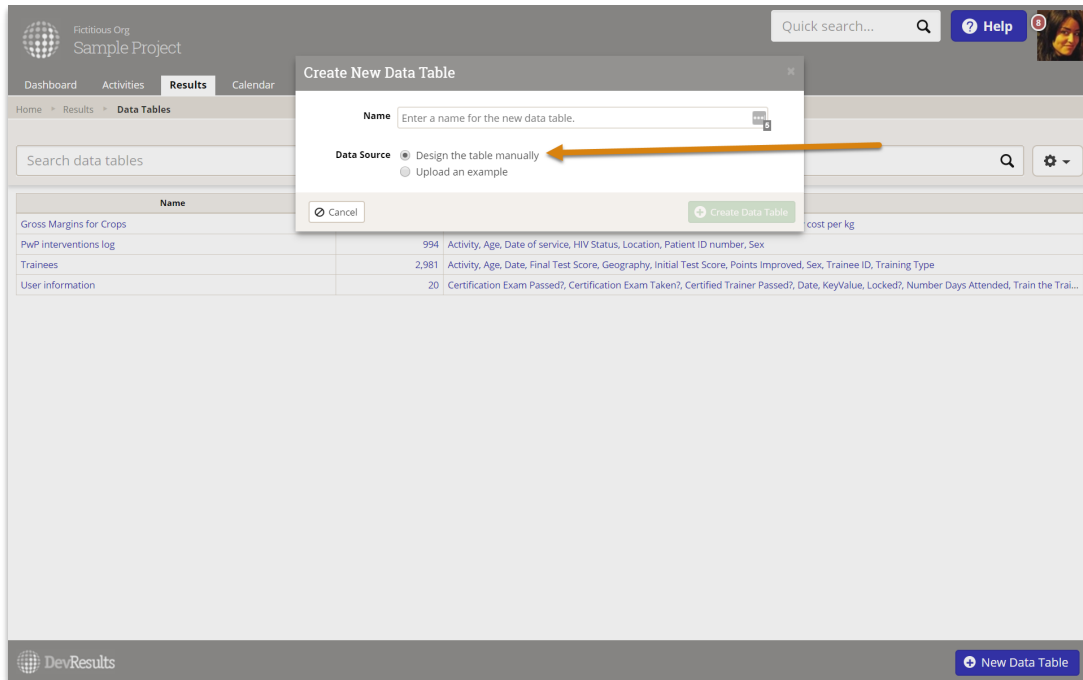
You can then select whether you want to import the data in your spreadsheet, or if you want to create a data table without importing existing data. Then click **(+) Create Data Table** to save.



Your data table has now been created.

Creating a Data Table by Designing it Online

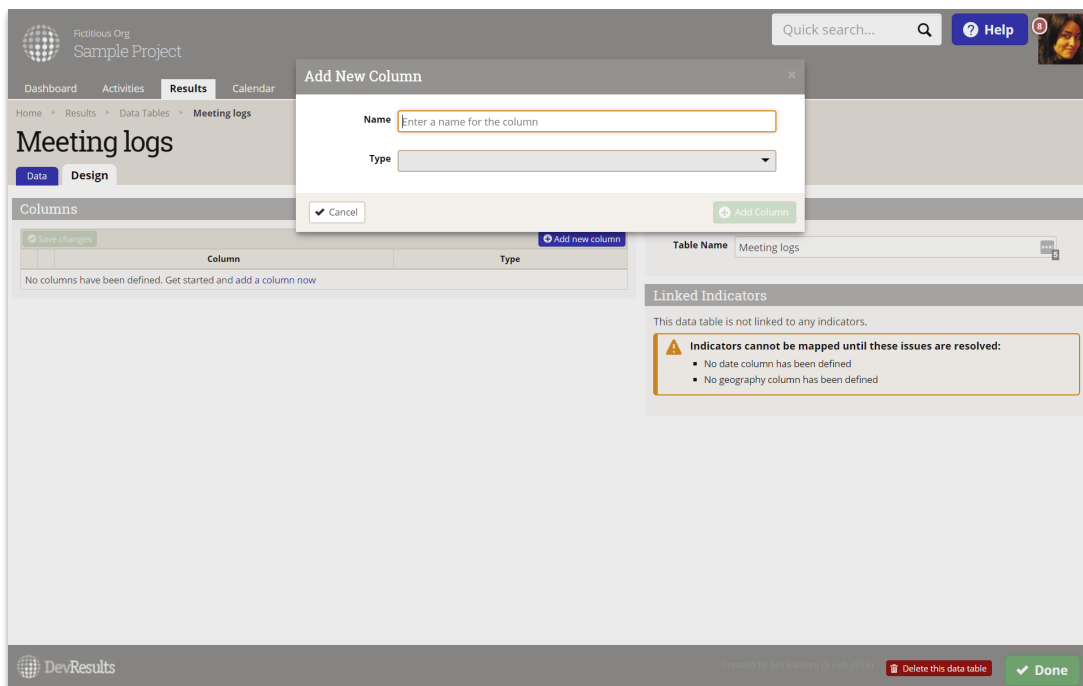
To create a data table online, navigate to the **Data Tables** page and click on **(+) New data table**. Enter a name for your data table and select **Design the table manually** as your data source.



You will be taken to your new data table's **Design** tab where you can begin adding new columns. The system will also automatically raise 2 alerts. DevResults requires all data entered to include a date and a location. Your data tables should always include columns that capture this information.

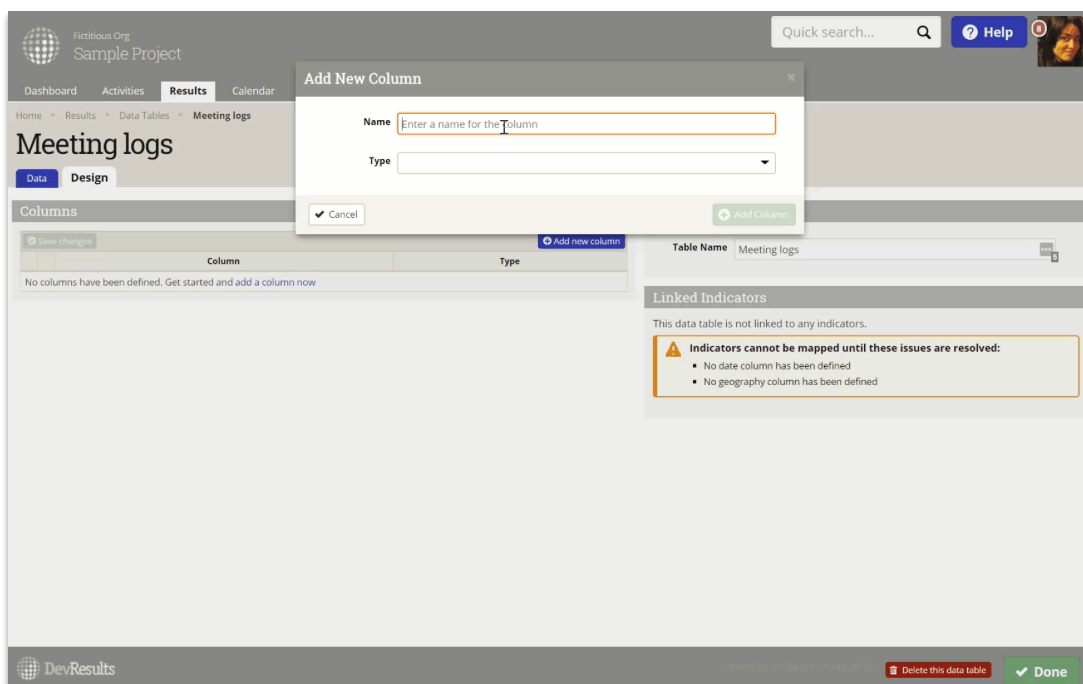
If your data table does not contain required columns, you will not be able to link indicators to it.

You can add a new column by entering the column name and type into the pop-up menu, then clicking **(+) Add Column** to save.



You can select the column type by clicking on the dropdown menu or by entering the column type into the field.

To change a column's type: delete the column, save the change, and then re-add the column with the correct type.



Once you have added all relevant columns, click the **Save changes** button to save your new data table.

If your indicator is populating from a data table, you do not have to add all relevant geographies to your Activity Geography tab. The data table indicator will consider all complete records when it calculates the correct result.

You can now enter data into this data table by:

- [Enter 'Data Table' Data Online](#)
- [Enter 'Data Table' Data via Excel](#)

You can also set up indicators that pull from data tables by:

- [Data Table Variations: Count All](#)
- [Data Table Variations: Count Unique Sets](#)
- [Data Table Variations: Sum](#)
- [Data Table Variations: Average](#)

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

Related Articles
