

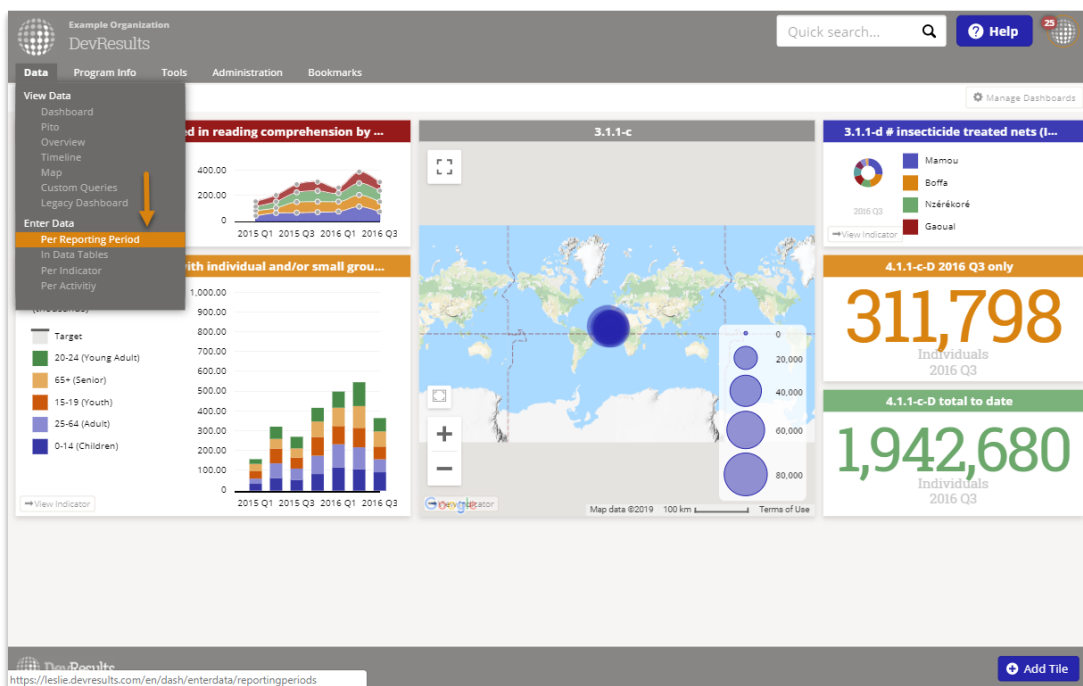
Enter 'Direct Entry' Data

Last Modified on 03/24/2020 9:27 pm EDT

There are several ways to add or view indicator results. This page describes the best place to edit or review indicator results (or an activity's data entry status) for a particular reporting period.

- [Enter data online](#)
- [Enter data offline \(via Excel\)](#)

Both options require navigating to an Activity Reporting Period page. To do so, go to the **Data** menu and select "Per Reporting Period" under the options to Enter Data.



Click on the reporting period you would like to enter data for.

Example Organization
DevResults

Quick search... 25

Data Program Info Tools Administration Bookmarks

Home > Data > Enter Data > Per Reporting Period

Search reporting periods

Name	Start Date	End Date	Submission Start Date	Submission End Date	% Complete	Reporting Cycle
2020 Annual	1 Oct 2019	30 Sep 2020	1 Oct 2020	31 Oct 2020	0%	Annual
2020 Q4	1 Jul 2020	30 Sep 2020	1 Oct 2020	31 Oct 2020	0%	Quarterly
2020 Q3	1 Apr 2020	30 Jun 2020	1 Jul 2020	31 Jul 2020	0%	Quarterly
2020 Q2	1 Jan 2020	31 Mar 2020	1 Apr 2020	30 Apr 2020	0%	Quarterly
2020 Q1	1 Oct 2019	31 Dec 2019	1 Jan 2020	31 Jan 2020	0%	Quarterly
2019 Annual	1 Oct 2018	30 Sep 2019	1 Oct 2019	31 Oct 2019	0%	Annual
2019 Q4	1 Jul 2019	30 Sep 2019	1 Oct 2019	31 Oct 2019	0%	Quarterly
2019 Q3	1 Apr 2019	30 Jun 2019	1 Jul 2019	31 Jul 2019	0%	Quarterly
2019 Q2	1 Jan 2019	31 Mar 2019	1 Apr 2019	30 Apr 2019	0%	Quarterly
2019 Q1	1 Oct 2018	31 Dec 2018	1 Jan 2019	31 Jan 2019	0%	Quarterly
2018 Q4	1 Jul 2018	30 Sep 2018	21 Sep 2018	31 Dec 2018	3%	Quarterly
2018 Annual	1 Oct 2017	30 Sep 2018	1 Oct 2018	31 Oct 2018	0%	Annual
2018 Q3	1 Apr 2018	30 Jun 2018	1 May 2018	31 Jul 2018	0%	Quarterly
2018 Q2	1 Jan 2018	31 Mar 2018	1 Feb 2018	30 Apr 2018	2%	Quarterly
2018 Q1	1 Oct 2017	31 Dec 2017	1 Jan 2018	31 Jan 2018	4%	Quarterly
2017 2018 Q1	1 Oct 2016	30 Sep 2017	1 Oct 2017	31 Oct 2017	0%	Annual
2017 Q4	1 Jul 2017	30 Sep 2017	1 Oct 2017	31 Oct 2017	0%	Quarterly

https://leslie.devresults.com/en/ff/reportingperiods/reportingperiod/5543

You can see the data entry status for all activities that are assigned indicators for this reporting period. This column will say "No Data", "In Progress", "Submitted", or "Approved".

Example Organization
DevResults

Quick search... 25

Data Program Info Tools Administration Bookmarks

Home > Results > Reporting Periods > 2018 Q1

2018 Q1

Reporting Period Dates: 1 Oct 2017 - 31 Dec 2017

Submission Period Dates: 1 Jan 2018 - 31 Jan 2018

Status by Activity

Search activities

Code	Short Name	Activity	Awarding Org	Partner Org	Status	Locked
AG-01	Act1	Action One	USAID	Groupe Diallo	In Progress	<input type="checkbox"/>
AG-02	BEST ARP	Best Agricultural Research Program	USAID	Ministère de l'Agriculture	In Progress	<input type="checkbox"/>
AG-04	BARP	Better Agricultural Research Program	USAID	Cooperatif des Cultivateurs	No Data	<input type="checkbox"/>
AG-06	CLoG	Capable Local Governance	DoS	Limitless Ltd.	In Progress	<input type="checkbox"/>
AG-07	AgrIMAX	AgrIMAX	USAID	AKT Associates	No Data	<input type="checkbox"/>
AG-08	C5CL	Changing Spreadsheets, Changing Lives	Gates	Keller Consulting	No Data	<input type="checkbox"/>
AG-09	CASH	Commercial Agribusiness for Sustainable Horticulture Program	USAID	Kunkle Associates	No Data	<input type="checkbox"/>
CE-01	EA	Example Activity			Approved	<input type="checkbox"/>
DR-01	LPLUL	Local Participation for Local Issues Locally	USAID	Aid Alternatives, Incorpora	No Data	<input type="checkbox"/>
DR-02	SSC	Support pour la Société Civile	USAID	Citoyens Contre la Corrupt	No Data	<input type="checkbox"/>
DR-03	LOCAL	Local Governance	USAID	Ministère de l'Education	No Data	<input type="checkbox"/>
DR-04	IPBP	Instituting Policies for Better Policy	USAID	Compassion Corps	No Data	<input type="checkbox"/>
DR-05	CIVIL-G	Corruption Is Vile In Local Government	USAID	Pounds per Square Inch	No Data	<input type="checkbox"/>
DR-06	BRILG	Building Responsiveness In Local Governments	DoD	Institute for Sustainable Su	No Data	<input type="checkbox"/>
DR-07	COOH	Communities of Hope	USAID	Committee for Collaborati	No Data	<input type="checkbox"/>

Click on one activity. This page will show all the indicators assigned to that activity for this reporting period. You can view the total of the results entered to date under "Current Results".

Example Organization
DevResults

Quick search... [Search] [Help] [25]

Data Program Info Tools Administration Bookmarks

Home Results Reporting Periods 2018 Q1

2018 Q1

Reporting Period Dates: 1 Oct 2017 - 31 Dec 2017

Submission Period Dates: 1 Jan 2018 - 31 Jan 2018

Status by Activity

Search activities [Search] [Settings]

Code	Short Name	Activity	Awarding Org	Partner Org	Status	Locked
AG-01	Act1	Action One	USAID	Groupe Diallo	In Progress	🔒
AG-02	BEST ARP	Best Agricultural Research Program	USAID	Ministère de l'Agriculture	In Progress	🔒
AG-04	BARP	Better Agricultural Research Program	USAID	Cooperatif des Cultivateur	No Data	🔒
AG-06	CLoG	Capable Local Governance	DoS	Limitless, Ltd.	In Progress	🔒
AG-07	AgrIMAX	AgrIMAX	USAID	AKT Associates	No Data	🔒
AG-08	CSCL	Changing Spreadsheets, Changing Lives	Gates	Keller Consulting	No Data	🔒
AG-09	CASH	Commercial Agribusiness for Sustainable Horticulture Program	USAID	Kunkle Associates	No Data	🔒
CE-01	EA	Example Activity			Approved	🔒
DR-01	LRLIL	Local Participation for Local Issues Locally	USAID	Aid Alternatives, Incorpora	No Data	🔒
DR-02	SSC	Support pour la Société Civile	USAID	Citoyens Contre la Corrupt	No Data	🔒
DR-03	LOCAL	Local Governance	USAID	Ministère de l'Education	No Data	🔒
DR-04	IPBP	Instituting Policies for Better Policy	USAID	Compassion Corps	No Data	🔒
DR-05	CIVIL-G	Corruption Is Vile In Local Government	USAID	Pounds per Square Inch	No Data	🔒
DR-06	BRILG	Building Responsiveness In Local Governments	DoD	Institute for Sustainable S	No Data	🔒
DR-07	COOH	Communities of Hope	USAID	Committee for Collaborati	No Data	🔒

DevResults [Delete this reporting period] [Done]

Enter Data Online

Click on a single indicator. This page shows the geographic and demographic disaggregations required for the indicator (if any). Totals are generated automatically. You can click on a single cell to add or edit data. The far right column provides the opportunity to add narrative comments for each geographic disaggregation.

Example Organization
DevResults

Quick search... [Search] [Help] [25]

Data Program Info Tools Administration Bookmarks

Home Results Reporting Periods 2018 Q1 Capable Local Governance

Capable Local Governance

2018 Q1 | Limitless, Ltd.

Indicators Data Tables Narrative Discussion Forms

12a # jobs attributed to USG intervention

Unit: Jobs
Disaggregation: None

Resalculate logic checks

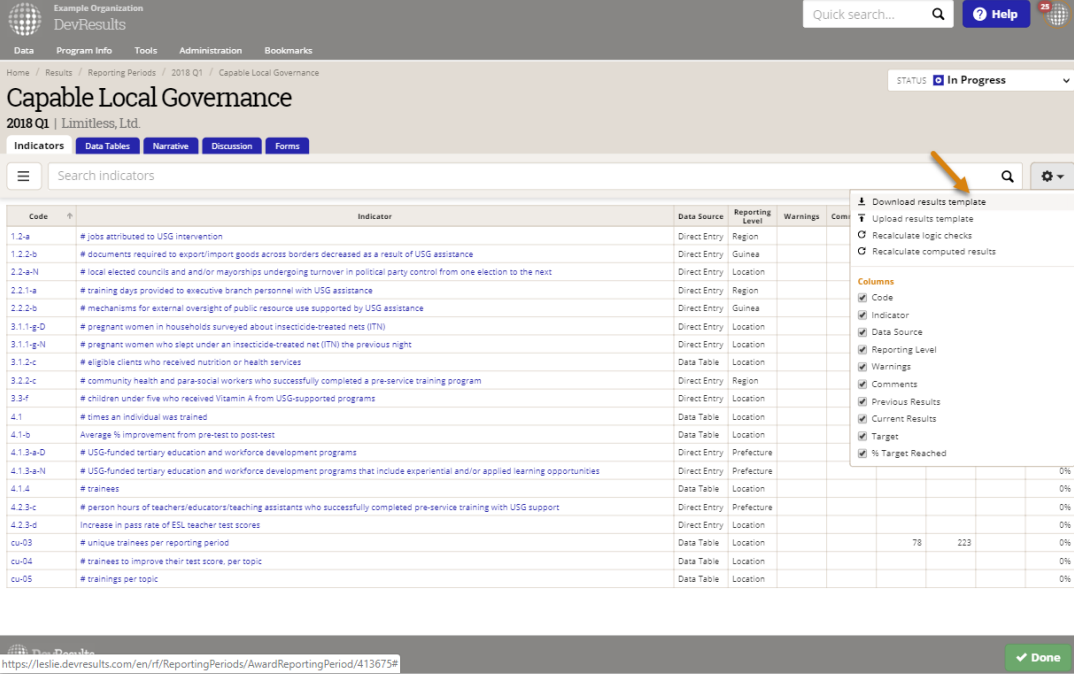
Region	Result	Comment
Boké		
Faranah		
Kankan		

DevResults [Done]

If no rows appear on this page for data entry, **check on the geographic areas of focus for that activity.**

Enter Data Offline (via Excel)

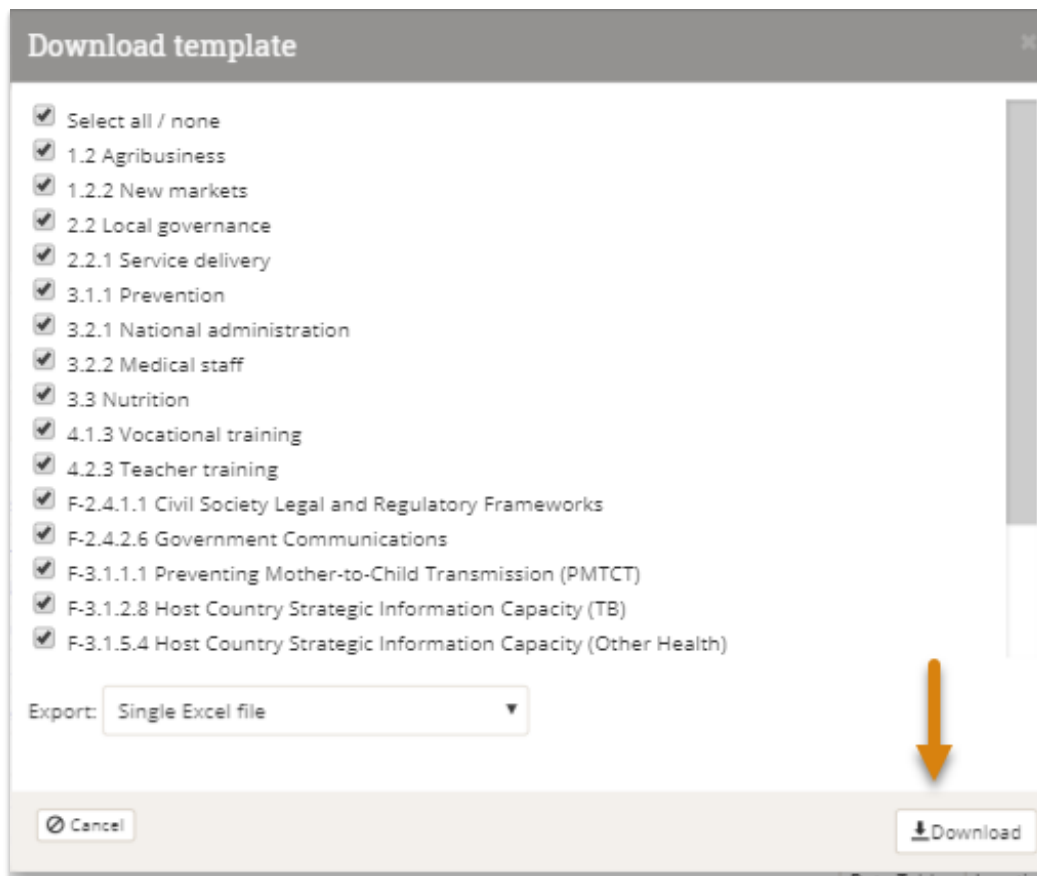
On the Activity Reporting Period page, click on the gear icon and select **Download results template**.



The screenshot shows the DevResults interface for 'Capable Local Governance' in the '2018 Q1' reporting period. A gear icon in the top right corner of the indicator list is highlighted with an orange arrow, and a popup menu is open, showing the 'Download results template' option selected. The menu also includes 'Upload results template', 'Recalculate logic checks', and 'Recalculate computed results'. Below these are 'Columns' with checkboxes for 'Code', 'Indicator', 'Data Source', 'Reporting Level', 'Warnings', 'Comments', 'Previous Results', 'Current Results', 'Target', and '% Target Reached'. The main table lists various indicators with columns for Code, Indicator, Data Source, Reporting Level, Warnings, and Comments. The bottom of the screen shows a 'Done' button and a URL: <https://leslie.devresults.com/en/rf/ReportingPeriods/AwardReportingPeriod/413675#>

Code	Indicator	Data Source	Reporting Level	Warnings	Comments
1.2-a	# jobs attributed to USG intervention	Direct Entry	Region		
1.2-b	# documents required to export/import goods across borders decreased as a result of USG assistance	Direct Entry	Guinea		
2.2-a-N	# local elected councils and and/or mayorships undergoing turnover in political party control from one election to the next	Direct Entry	Location		
2.2-1-a	# training days provided to executive branch personnel with USG assistance	Direct Entry	Region		
2.2-2-b	# mechanisms for external oversight of public resource use supported by USG assistance	Direct Entry	Guinea		
3.1.1-g-D	# pregnant women in households surveyed about insecticide-treated nets (ITN)	Direct Entry	Location		
3.1.1-g-N	# pregnant women who slept under an insecticide-treated net (ITN) the previous night	Direct Entry	Location		
3.1.2-c	# eligible clients who received nutrition or health services	Data Table	Location		
3.2-2-c	# community health and para-social workers who successfully completed a pre-service training program	Direct Entry	Region		
3.3-f	# children under five who received Vitamin A from USG-supported programs	Direct Entry	Location		
4.1	# times an individual was trained	Data Table	Location		
4.1-b	Average % improvement from pre-test to post-test	Data Table	Location		
4.1.3-a-D	# USG-funded tertiary education and workforce development programs	Direct Entry	Prefecture		
4.1.3-a-N	# USG-funded tertiary education and workforce development programs that include experiential and/or applied learning opportunities	Direct Entry	Prefecture		
4.1.4	# trainees	Data Table	Location		0%
4.2.3-c	# person hours of teachers/educators/teaching assistants who successfully completed pre-service training with USG support	Direct Entry	Prefecture		0%
4.2.3-d	Increase in pass rate of ESL teacher test scores	Direct Entry	Location		0%
cu-03	# unique trainees per reporting period	Data Table	Location		78 223 0%
cu-04	# trainees to improve their test score, per topic	Data Table	Location		0%
cu-05	# trainings per topic	Data Table	Location		0%

In the popup window, make sure all technical areas are selected if you want to report on all of your activity's indicators. Otherwise, check the boxes for just the indicators for which you want to report results. Click **Download**. This downloads an Excel file to whatever folder your computer uses for downloads, such as the Downloads folder or your computer's Desktop.



Tip: If you would prefer a separate template for each location or administrative division where you report data, you can click on the **Export** dropdown and select to export separate files for the geographic disaggregation of interest. This will download a zipped file with templates for each location or administrative division (like province or district). When you've collected the completed templates, put them back into a zipped folder (you can change the names of the files and folder) and then upload the zipped folder.

Fill out the Excel template like any normal Excel file. You can change the name of the file, but the file will not let you change the row or column headings.

Fill out the Excel template like any normal Excel file. You can change the name of the file, but the file will not let you change the row or column headings.

- NOTE: Your spreadsheet may have multiple tabs for each geographic disaggregation for each technical area.
- In each tab, the rows show the places (location/district/region/ *etc.*) where you should report indicator results.
- The columns show the indicators (plus disaggregations) that your activity should report. There is a column to enter comments for each indicator for each place.
- You do not need to enter any totals for an indicator's disaggregations or geographies. DevResults does this automatically.

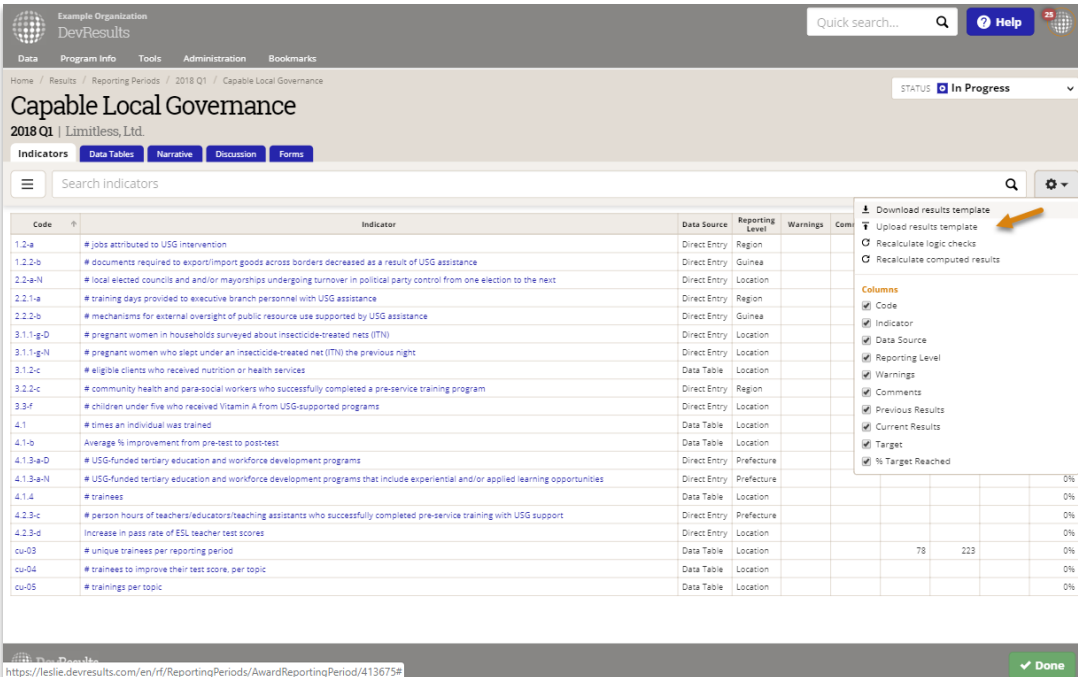
If any of the places where you need to report indicator results do not show up, you might need to:

- Define a location
- Assign a geography to an activity
- Check the configuration of activities to reporting periods to technical areas to places

If any of your indicators do not show up, you might need to:

- Add an indicator
- Assign an indicator to an activity

When you're ready to upload your data, click on the gear icon and then **Upload results template**.



The screenshot shows the DevResults interface for 'Capable Local Governance' in 2018 Q1. A table lists various indicators with columns for Code, Indicator, Data Source, Reporting Level, Warnings, and Comments. A gear icon in the top right of the table area opens a dropdown menu with options: 'Download results template', 'Upload results template' (highlighted with an orange arrow), 'Recalculate logic checks', and 'Recalculate computed results'. Below these are 'Columns' with checkboxes for Code, Indicator, Data Source, Reporting Level, Warnings, Comments, Previous Results, Current Results, Target, and % Target Reached. A 'Done' button is visible at the bottom right of the interface.

Select the file from your computer's folders and then click **Open**. You will now see a pop-up menu showing you that the system is importing and validating your spreadsheet. When it is done, you can click **Done**. All indicator results are now stored online. You can view totals on your activity reporting page or click on each indicator for details.

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

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