


Enterprise Linked Site Setup Checklist

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Here are the steps to follow to report data successfully from one DevResults site to another:

1. Download the [Enterprise Linking Request Template.xlsx](#) 
2. In the first row, enter the URLs for the sites that you would like to link
3. In the following rows, enter in the names of the activities on each site that you would like to link. If you are linking multiple activities on the publishing site to a single activity on the enterprise site, please enter in the enterprise activity name for each row. For example, if two activities in site A publish to activity "BetterBetter" in site B, list "BetterBetter" in the site B column **twice**.
4. Email the completed Excel file to DevResults at help@devresults.com with the subject line Enterprise Linking Request.

Once your activities have been linked, you will need to link **indicators, disaggregations, and administrative divisions** to ensure you can publish data. Below is a checklist of all items that need to be linked, as well as the other conditions that need to be fulfilled to successfully publish data.

Checklist for data publishing

- **Administrative Division Levels are linked.**
- **Administrative Divisions and Locations are linked.**
- **Indicators are linked.** (**Note:** Directly copying indicators from the **Indicator Library** will automatically link them.)
- **Disaggregations and disaggregation categories are linked.**
- One activity on the publishing site has **data entered** and **approved**.
- Reporting period on the publishing site is **certified**
- Data can be entered on the corresponding period on the enterprise site (the **submission window is open** and is not set to a **Submitted/Approved** status)
- The activity on the enterprise site has **appropriate geography mappings** to receive published data
- The activity on the enterprise site has **appropriate reporting period mappings** to receive published data
- The activity on the enterprise site is **assigned to the indicator**
- The indicator on the enterprise site is set to "**direct entry**"
- The linked indicators are compatible:
 - The publishing indicator cannot have a less granular geographic disaggregation than the enterprise indicator. (i.e.: you cannot publish country-level data to an indicator that's set to report at the location level.)
 - The indicator type matches (e.g.: they're both 'sum')
 - The publishing indicator must have all the disaggregations that exist on the target indicator (e.g.: you can publish data disaggregated by sex to an indicator that is disaggregated by sex AND age.)
 - The enterprise indicator must report per activity.

For a quick overview on what is and is not linked, go to **Administration > Enterprise**

Development Organization US | Development Organization International
Increasing Access to Finance for Agribusinesses

Quick search...

Data Program Info Tools **Administration** Bookmarks

Home > Administration > Enterprise

103 of 103 linked items shown

Item Type

- Activity
- Administrative Division
- Administrative Division Level
- Disaggregation
- Disaggregation Category
- Indicator
- Unit

Source Site

- Increasing Access to Finance for Agribusinesses

Target Site

- Global M&E Platform

Administration

- People
 - Users
 - Groups
 - Organizations
 - Partner Roles
- Settings
- Tags
- Sectors
- Status Options
- Custom Fields
- Notifications
- API Keys
- Financial
 - Mechanisms
 - Budget Categories
 - Exchange Rates
 - Funding Sources
- Enterprise**

Search linked items

Source Item	Target Item
	Country
	Mozambique
	Gender
	Urban vs Rural
	Age
	HIV Status
	Female
	Male
	Rural
	Urban
0-14 (Children)	0-14 (Children)
15-19 (Youth)	15-19 (Youth)
20-24 (Young Adult)	20-24 (Young Adult)
25-64 (Adult)	25-64 (Adult)
65+ (Senior)	65+ (Senior)

DevResults

You can sort, filter, and search for specific items in the list using either the left-hand side filter or the search bar.

Home > Administration > Enterprise

3 of 103 linked items shown

Search linked items

Item Type (2)

- Activity
- Administrative Division
- Administrative Division Level
- Disaggregation
- Disaggregation Category
- Indicator
- Unit

Source Site

- Increasing Access to Finance for Agribusinesses

Target Site

- Global M&E Platform

Source Item	Target Item
Grade level	Grade level
Best Agricultural Research Program	Increasing Access to Finance for Agribusinesses
Commercial Agribusiness for Sustainable Horticulture Program	Increasing Access to Finance for Agribusinesses

If you are linked to multiple sites, you can also filter by either the source or target site.

Data Program Info Tools **Administration** Bookmarks

Home > Administration > Enterprise

103 of 103 linked items shown

Search linked items

Item Type

- Activity
- Administrative Division
- Administrative Division Level
- Disaggregation
- Disaggregation Category
- Indicator
- Unit

Source Site

- Increasing Access to Finance for Agribusinesses

Target Site

- Global M&E Platform

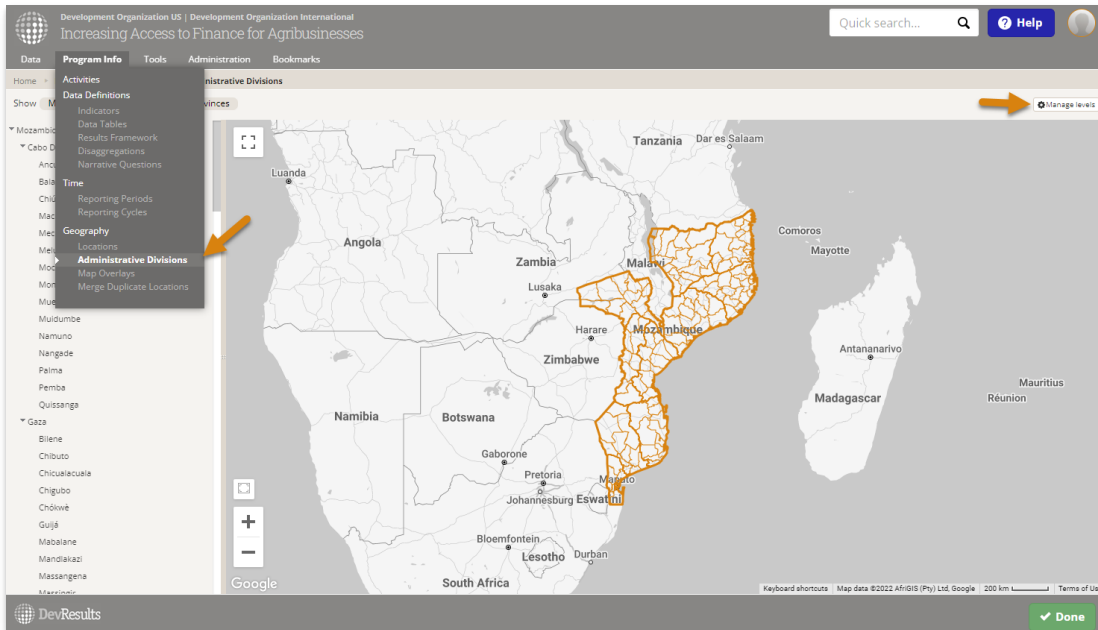
Source Item	Target Item
Mozambique	Country
Mozambique	Mozambique
Sex	Gender
Urban vs Rural	Urban vs Rural
Age	Age
HIV Status	HIV Status
Female	Female
Male	Male
Rural	Rural
Urban	Urban
0-14 (Children)	0-14 (Children)
15-19 (Youth)	15-19 (Youth)
20-24 (Young Adult)	20-24 (Young Adult)
25-64 (Adult)	25-64 (Adult)
65+ (Senior)	65+ (Senior)

NOTE: If you see "Unknown" under a target item, it's either because you do not have permissions on the target site to see that item, or a result of a deleted link. Reach out to us at help@devresults.com to help investigate the issue.

Link Administrative Division Levels

To begin with, link the administrative division levels.

Go to **Program Info > Administrative Divisions**. Then click on **Manage levels** in the upper right corner.



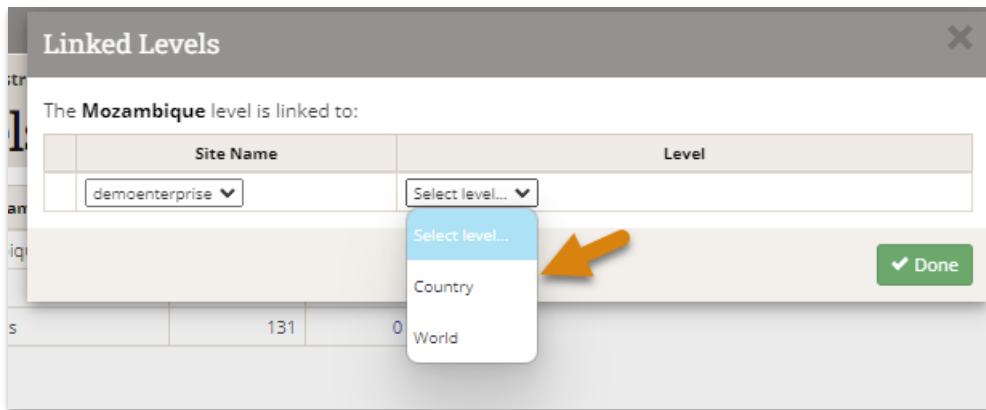
Click the number in the **Linked Levels** columns for each level you want to link. This will open a pop-up to view/edit the linked levels.

Administrative Division Levels

Type	Level	Name	Name (Plural)	Administrative Divisions	Linked Levels
Administrative Divisions	0	Mozambique	Mozambique	1	0
Administrative Divisions	1	Region	Regions	11	0
Administrative Divisions	2	Province	Provinces	131	0

[←View administrative divisions](#)

Select the site you wish to link to and the level in that site to link to. Click **Done** once you've finished making selections.

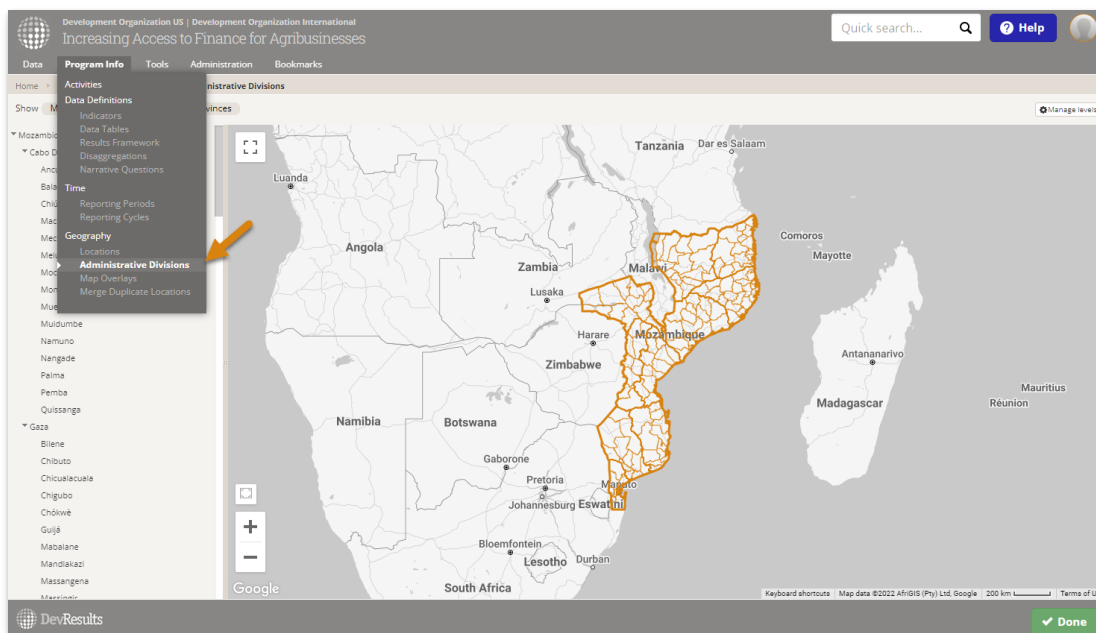


Repeat these linking steps for each level you need to link.

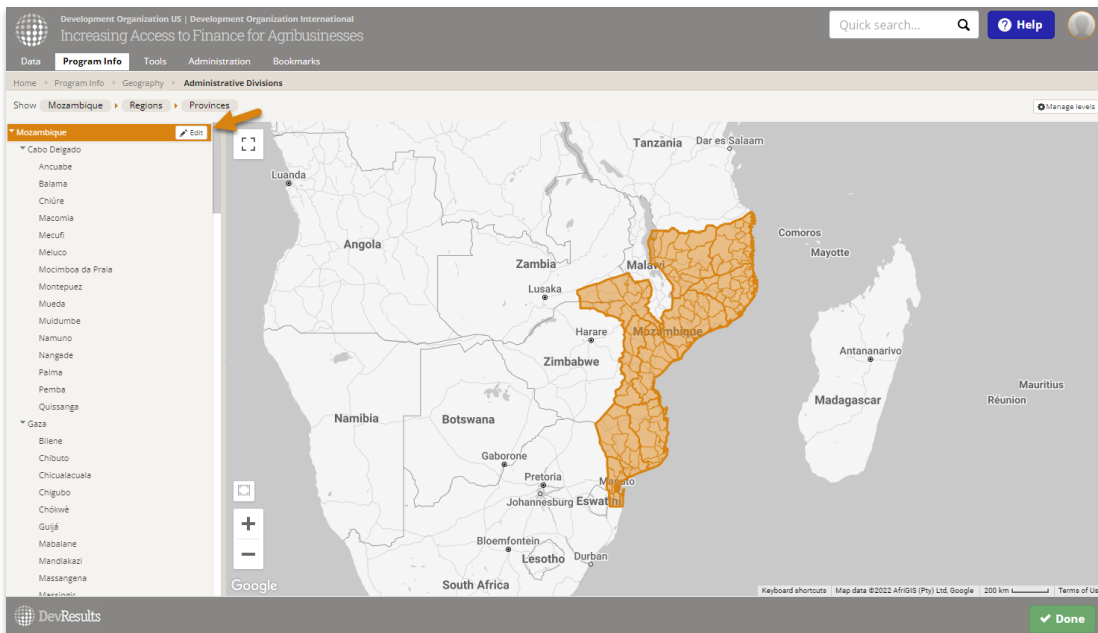
Link Administrative Divisions

For every Administrative Division Level you linked, you'll need to link at least one Administrative Division.

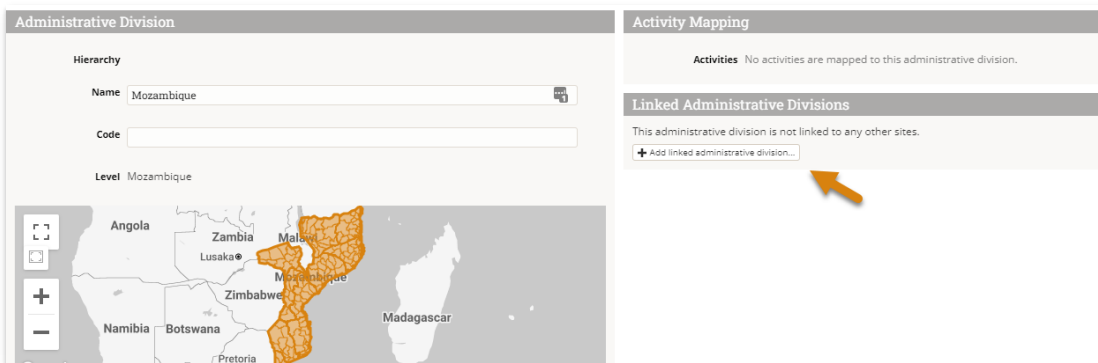
Go to **Program Info > Administrative Divisions**.



Select the administrative division you want to link and click the **Edit** button.



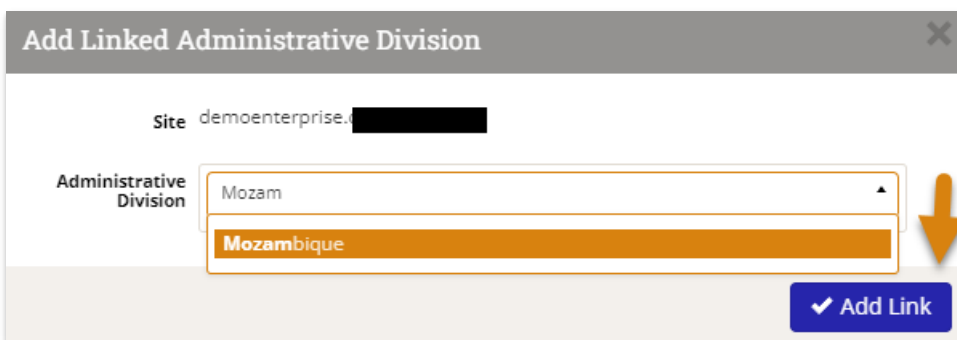
This will open the Administrative Division's Details page. Click the **(+) Add linked administrative division...** button.



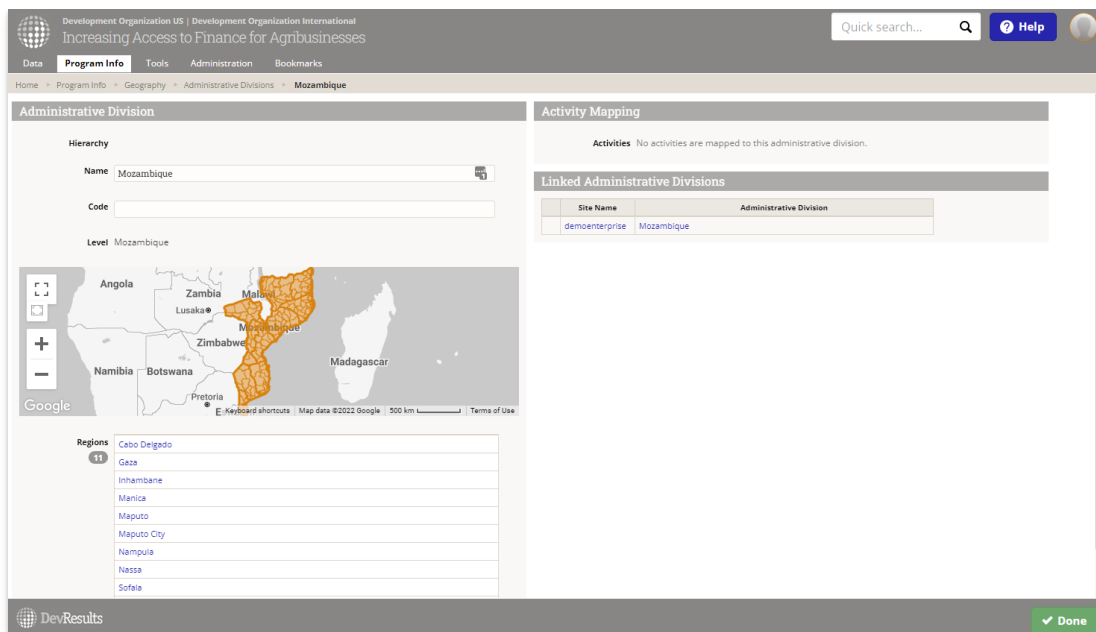
This will open a pop-up to select a linked site and Administrative Division to link to. If your site is only linked to one other site, we'll autoselect it for you. If your site is linked to multiple other sites, you'll see a dropdown at the top so you can pick the site to link to.

Use the Administrative Division dropdown to make your selection. You can start typing the name of the Administrative Division to filter the dropdown list.

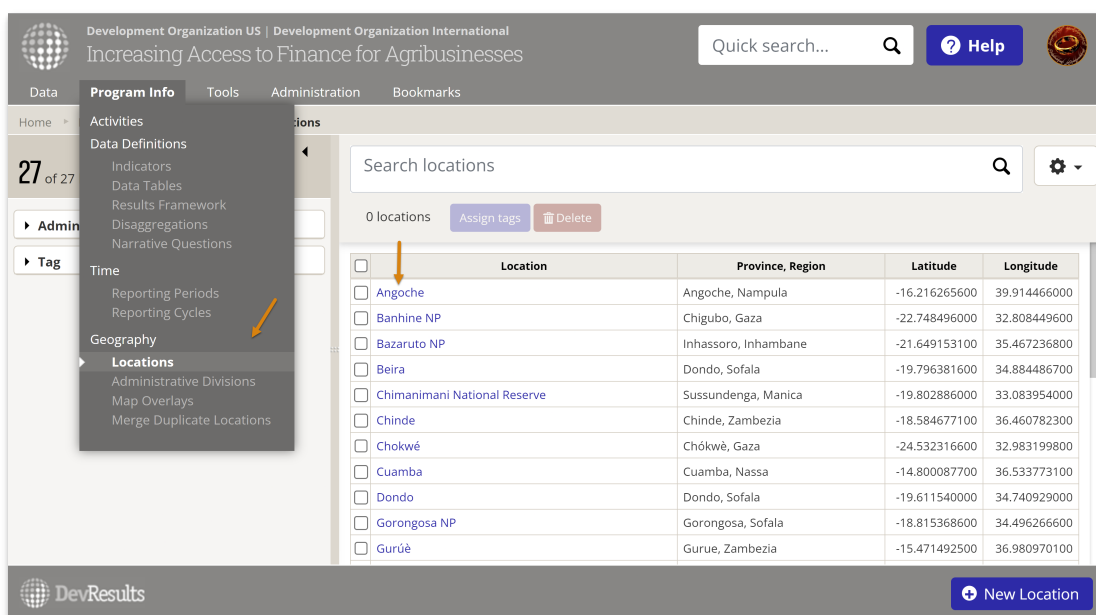
Once you've selected both the linked site and the Administrative Division to link to, click the **Add Link** button to complete the linking.



The Linked Administrative Divisions section will update to reflect the changes you made.



To publish data between locations, you will need to link locations to one another. Go to **Program Info > Locations** and select the location you want to link.



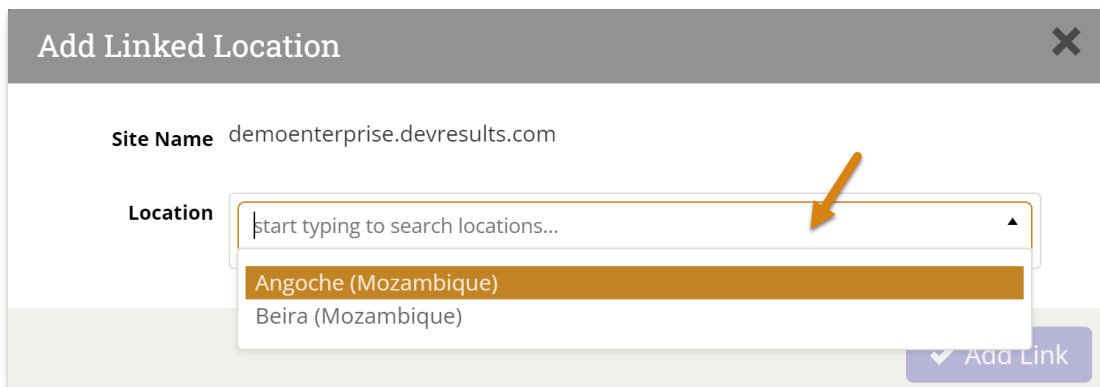
Click the **+ Add linked location...** button



This will open a pop-up to select a linked site and location to link to. If your site is only linked to one other site, we'll autoselect it for you. If your site is linked to multiple other sites, you'll see a dropdown at the top so you can pick the site to link to.

Use the location dropdown to make your selection. You can start typing the name of the location to filter the dropdown list.

Once you've selected both the linked site and the location to link to, click the **Add Link** button to complete the linking.



Add Linked Location

Site Name demoenterprise.devresults.com

Location

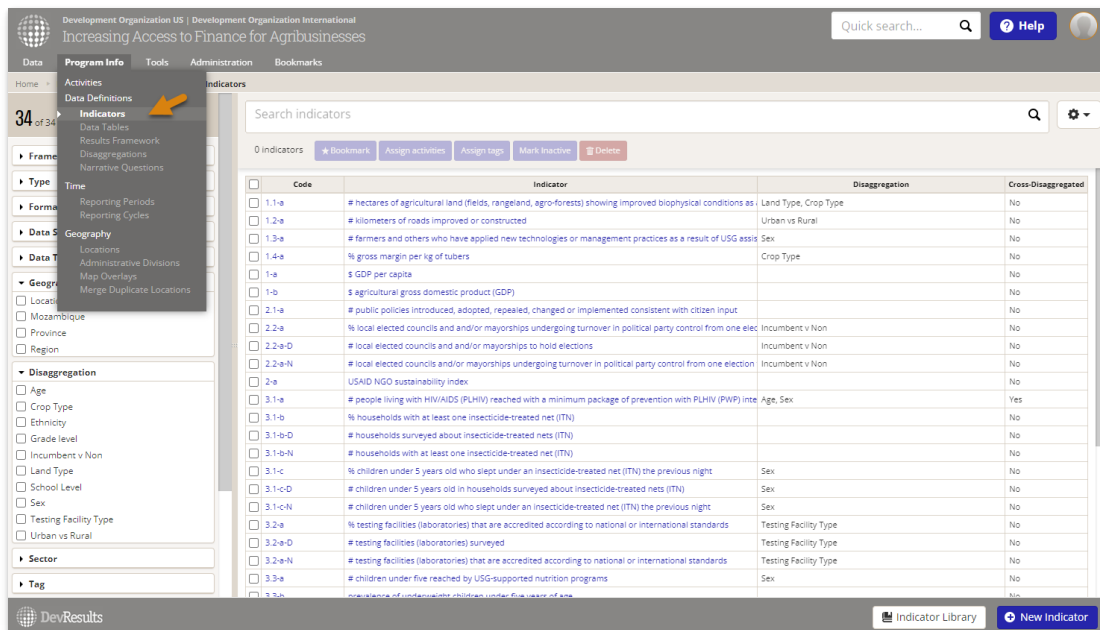
- Angoche (Mozambique)
- Beira (Mozambique)

Add Link

Indicators

To publish data between sites, you will need to link the indicators to one another. You can either use the **Indicator Library** for this, or do so manually.

To link indicators manually, go to **Program Info > Indicators**



Development Organization US | Development Organization International
Increasing Access to Finance for Agribusinesses

Quick search... **Help**

Indicators

Search indicators

0 indicators **Bookmark** **Assign activities** **Assign tags** **Mark inactive** **Delete**

Code	Indicator	Disaggregation	Cross-Disaggregated
<input type="checkbox"/> 1.1-a	# hectares of agricultural land (fields, rangeland, agro-forests) showing improved biophysical conditions as	Land Type, Crop Type	No
<input type="checkbox"/> 1.2-a	# kilometers of roads improved or constructed	Urban vs Rural	No
<input type="checkbox"/> 1.3-a	# farmers and others who have applied new technologies or management practices as a result of USG assis	Sex	No
<input type="checkbox"/> 1.4-a	% gross margin per kg of tubers	Crop Type	No
<input type="checkbox"/> 1-a	\$ GDP per capita		No
<input type="checkbox"/> 1-b	\$ agricultural gross domestic product (GDP)		No
<input type="checkbox"/> 2.1-a	# public policies introduced, adopted, repealed, changed or implemented consistent with citizen input		No
<input type="checkbox"/> 2.2-a	% local elected councils and and/or mayorships undergoing turnover in political party control from one elec	Incumbent v Non	No
<input type="checkbox"/> 2.2-a-D	# local elected councils and and/or mayorships to hold elections	Incumbent v Non	No
<input type="checkbox"/> 2.2-a-N	# local elected councils and/or mayorships undergoing turnover in political party control from one election	Incumbent v Non	No
<input type="checkbox"/> 2-a	USAID NGO sustainability index		No
<input type="checkbox"/> 3.1-a	# people living with HIV/AIDS (PLHIV) reached with a minimum package of prevention with PLHIV (PWP) int	Age, Sex	Yes
<input type="checkbox"/> 3.1-b	% households with at least one insecticide-treated net (ITN)		No
<input type="checkbox"/> 3.1-b-D	# households surveyed about insecticide-treated nets (ITN)		No
<input type="checkbox"/> 3.1-b-N	# households with at least one insecticide-treated net (ITN)		No
<input type="checkbox"/> 3.1-c	% children under 5 years old who slept under an insecticide-treated net (ITN) the previous night	Sex	No
<input type="checkbox"/> 3.1-c-D	# children under 5 years old in households surveyed about insecticide-treated nets (ITN)	Sex	No
<input type="checkbox"/> 3.1-c-N	# children under 5 years old who slept under an insecticide-treated net (ITN) the previous night	Sex	No
<input type="checkbox"/> 3.2-a	% testing facilities (laboratories) that are accredited according to national or international standards	Testing Facility Type	No
<input type="checkbox"/> 3.2-a	# testing facilities (laboratories) surveyed	Testing Facility Type	No
<input type="checkbox"/> 3.2-a-N	# testing facilities (laboratories) that are accredited according to national or international standards	Testing Facility Type	No
<input type="checkbox"/> 3.3-a	# children under-five reached by USG-supported nutrition programs	Sex	No
<input type="checkbox"/> 3.3-a	percentage of underweight children under five years of age		No

DevResults **Indicator Library** **New Indicator**

Search or filter the indicator index and select the indicator you want to link.

Development Organization US | Development Organization International
Increasing Access to Finance for Agribusinesses

Quick search... [Help]

Data Program Info Tools Administration Bookmarks

Home Program Info Data Definitions Indicators

2 of 34 indicators shown

Framework

Type

Format

Data Source

Data Table

Geographic Disaggregation

Location

Mozambique

Province

Region

Disaggregation

Age

Crop Type

Ethnicity

Grade level

Incumbent v Non

Land Type

School Level

Sex

Testing Facility Type

Urban vs Rural

Sector

Tag

Code	Indicator	Disaggregation	Cross-Disaggregated
<input type="checkbox"/> 1-a	\$ GDP per capita		No
<input type="checkbox"/> 1-b	\$ agricultural gross domestic product (GDP)		No
2 indicators			

DevResults Indicator Library New Indicator

Click the **(+) Add linked indicator...** button

Development Organization US | Development Organization International
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Quick search... [Help]

Data Program Info Tools Administration Bookmarks

Home Program Info Data Definitions Indicators \$ GDP per capita

1-a \$ GDP per capita

Definition Targets Data Reports Forms Documents

Data Source

Data Source

Enter indicator results directly

Populate from a data table

Calculate from a formula

Characteristics

Indicator Type

Sum

Average

Yes/No

Number Format

Whole number

Decimal

Percentage

Decimal Places 2

Default Reporting Cycle Annual

Unit USD

Periods Results are entered: Incrementally (since last result)

Targets are entered: Incrementally (since last target)

Cumulatively (over the life of the project)

Reference

Name \$ GDP per capita

Code 1-a

Reference #

Active? Indicator is active

Linked Indicators

This indicator is not linked to any other sites.

+ Add linked indicator...

Definition

Indicator definition

Classification

Results Framework

PI4.7 Economic Opportunity

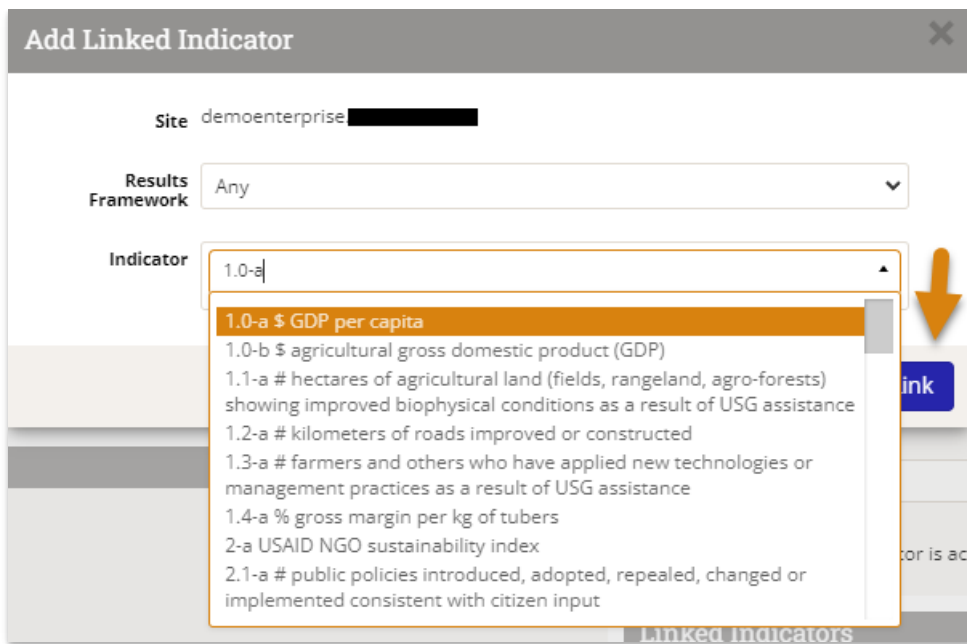
G7 Agriculture

+ Add a result...

Sectors Agriculture

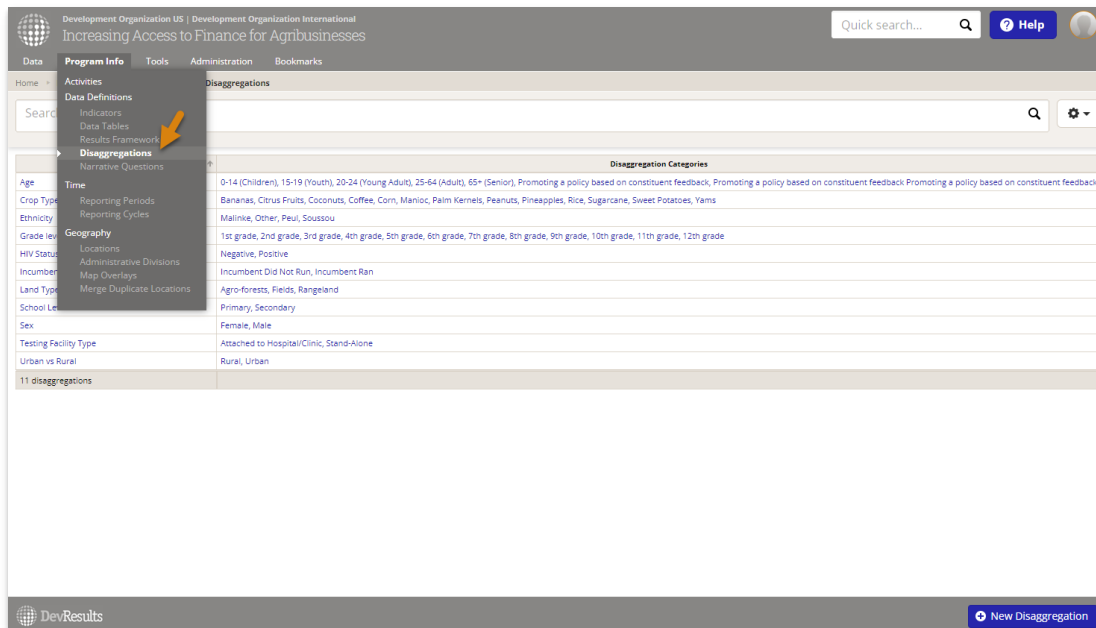
DevResults Delete this indicator Done

Filter the list of indicators to find the corresponding indicator on the enterprise site and then click **Add Link**.



Link Disaggregations & Disaggregation Categories

To link the disaggregations of the indicators you're publishing, go to **Program Info > Disaggregations**



Click on the disaggregation you want to link and click the **(+) Add linked disaggregation...** button.

Home > Program Info > Data Definitions > Disaggregations > Urban vs Rural

Disaggregation by Urban vs Rural

Details

Name: Urban vs Rural

Description: Disaggregation definition.

Disaggregation categories

	Category	Description	▲
±	Rural		
±	Urban		
	Click to add...		

Dependencies

6 indicators reference this disaggregation

Linked Disaggregations

This disaggregation is not linked to any other sites.

+ Add linked disaggregation...

The disaggregations or their categories do not need to have the same names/wording. You may use different names for the disaggregations themselves between sites (e.g. Sex vs. Gender) and have different names for the individual categories in that disaggregation (e.g. Male vs. Men). You can even use different languages. **Sites can also have different number of categories in their disaggregation list.** Specifically, the enterprise site can have *more* categories in the list than the program or project site, as long as the project or program site properly links its categories to them. For example, as a program or project site, I might define gender with two categories (male and female), while my HQ site might define it with three (male, female, and unknown). I can still link the two disaggregations and link my male and female categories to the HQ site's; I just won't ever report any data to their "unknown" category.

Link the disaggregations together and click **Add Link**.

Add Linked Disaggregation

Site: demoenterprise

Disaggregation: Urban vs Rural

Add Link

Next, you will be taken to a modal to link the two disaggregation categories. Select the categories from the dropdown menus and then click **Done**.

Manage Linked Disaggregation Categories

Site: demoenterprise

Disaggregation: Urban vs Rural

Categories	demoproject	demoenterprise
Rural		Rural ▼
Urban		Urban ▼

Done

The disaggregation details page will update to show this link in the **linked disaggregations** section. If you've successfully linked all disaggregations, the "complete" column will have a green checkmark. If not, click the **configure** button to complete linking.

Development Organization US | Development Organization International
 Increasing Access to Finance for Agribusinesses

Quick search...

Data **Program Info** Tools Administration Bookmarks

Home Program info Data Definitions Disaggregations **Urban vs Rural**

Disaggregation by Urban vs Rural

Details

Name:

Description:

Disaggregation categories

	Category	Description	
#	Rural		
#	Urban		
	Click to add...		

Dependencies

6 indicators reference this disaggregation

Linked Disaggregations

Site Name	Disaggregation	Complete	
demoenterprise	Urban vs Rural	<input checked="" type="checkbox"/>	Configure

DevResults [Delete this disaggregation](#) [Done](#)

You may still run into issues while trying to publish indicator results. DevResults will send you detailed emails about why a publication may have failed. However, if you find that you're still having issues please email us at help@devresults.com.

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

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