The Humanitarian Data Toolkit

Information needs assessments in emergencies
THE PROBLEM
The Internews Humanitarian Information Needs Assessments
The Timeline

Emergency

Research Manager recruited from Humanitarian Roster (12 hrs)

Partners on the ground identified (24 hrs)

Recruiting of local enumerators (48 hrs)

RM on the ground (48 hrs)

Training (2/3 days)

Data Collection (3/4 days)

Data aggregation and analysis (2 days)

Dissemination
The Challenges

1. Lack of technical capacity on the ground
2. Ability to replicate but also customize
3. Security concerns in using technology
4. Lack of electricity and Internet
5. Need for fast and efficient training
5. Need for more rigor in research methodology
THE SOLUTION

Local voices. Global change.
The Partners

Modi Labs

Captricity

Internews
Center for Innovation & Learning
The kit
A laptop working also as server for FormHub. The computer has an extra battery that allows it to work for 24 hours without electricity.

Power strips that can recharge also via USB.

Internet cables to connect the Wi-fi modem.

A mini scanner that can also be powered via USB.

Multi USB Port

Android phones

Wi-fi modem

Paper forms
Form is created in XLS format and uploaded into FormHub

Data is downloaded in XLS format

Data is collected on the ground

Form is downloaded into the phones

Data collected is uploaded into FormHub

Data is collected on the ground
Paper forms are prepared and blank form is loaded into Captricity.

Paper forms are used to collect data in the field.

Paper forms are uploaded into Captricity for digitalization.

Data is downloaded in XLS format.
The Methodology

4 Guides, 1 principle: creative commons license and living documentation

- Guide 1: Introduction to survey methodology for dummies
- Guide 2: How to do training for newbies
- Guide 3: How to assure data quality
- Guide 4: Recoding Lessons Learned and passing them on
Additional Material

- Technical guides
- Power points for training sessions
- Videos
The best way to turn paper, PDF and FAX forms into digital data.

Captricity is the easiest, fastest, and most cost-effective way to extract data from forms—such as thousands of handwritten surveys—and convert them into digital data that can be searched, stored, shared, and studied.

Try Captricity for free!
We’ll digitize your first 10 pages for free.

Use cases
CRM Data Entry
ERP - Invoices
Gov Data
Survey research
Read use cases

How Captricity works
Select
Define
Upload
Browse
Learn more

For developers
With our new API you can now seamlessly blend data from paper forms into your custom applications.
Try out the developer API!
**Humanitarian Information Needs Assessment**

**INTERVIEWER/WAREYSTOOW: please fill in before the interview/fadlan buuxi wareysiga ka hor:**
1. Interview date/Taariiqa Wøreysiga ____________________
2. Reference number/Lamborka Garka ah ____________________
3. Country of origin/Waadanka ____________________
4. City/town of origin/Caasiimada/Magaalaad ____________________
5. Location where the survey was taken (please specify name of the refugee camp, or IDP camp, or other)/Goobta Wareysiga iaga sameeyay (fadlan sheeg magaca xarada qoxoortiga, ama xarada barakaca ama goob kale) ____________________

Good morning/afternoon Sir/Madam, my name is ____________________. I work for an organization called Internews. We are conducting a survey to better understand the information needs of people in your community so that together with ___________ [government/humanitarian agencies], we can do a better job at getting you the information you need. We would like to take about 15-20 minutes of your time to ask you some questions. Your answers will be kept completely confidential.

Subax wanaagsan/Duhur Wanaagsan, Mudane/Marwo. Magacayga waa ___________. Waxaan u shaqeeya hay'ad la yiraahdo INTERNEWS. Waxaan sameynaynax xog aruurin, si aan si wanaagsan u fahamno baahida macluumada ee bulshadaa qabaan, si aan si wada jir ah ___________ [Dowlad/Hay'adaha samadalka] aan u wanaajin fahayn helitaankaaga warbixintaad u baahantahay. Waxaan jecelnahay in mudo 15-20 daqiqiyo waqtigaaga ka qaadox taas oo aan ku wareysan doono suuqalo. Jawaabahaaga kuwa si buuxa loola wadaageynin cid kale.

**SECTION/QABSTA A – BASIC DATA/JOOGTA HOOSE**

A01. What is the approximate date you arrived at/Qiyaas ahaan gormey shayd markaad timid ___________ (FILL IN NAME OF CURRENT LOCATION/KU BUUXI GOOBTA LA JOOG)?

<table>
<thead>
<tr>
<th>Day/Maalin</th>
<th>Month/Bil</th>
<th>Year/Sanoode</th>
<th>Don't know/Magaranayo</th>
<th>Refused/Dildii</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Collect the data
Scan your forms or take a picture
Upload images

If your form has multiple pages, check to make sure the pages in each set are in the right order. If you miss a page or pages are out of order, your results will be off. We don't want that.

Having trouble uploading large or many files?
Try our large file uploader page.

Oops! Try again  Ok, they are correct

Drag more files here
or click to select

IMG_3012.jpg  IMG_3013.jpg

IMG_3014.jpg  IMG_3015.jpg

Upload images

Internews
Local voices. Global change.
Data Checking and editing
<table>
<thead>
<tr>
<th>Marital Status</th>
<th>Years Partnered</th>
<th>Occupation</th>
<th>Employer/School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Married</td>
<td>—blank—</td>
<td>truck driver</td>
<td>REOPING TRUCKING</td>
</tr>
<tr>
<td>Divorced</td>
<td>—blank—</td>
<td>setors</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Download your data
Mobile data collection made easy
formhub is built on a belief that data collection and analysis should be fast, flexible and reliable. And open source, of course.

Sign Up (It's free!)
## Creating your survey

### Internews

Local voices. Global change.
Successfully published household_survey.

Publish a Form Upload XLSForm

For a quick introduction on how to publish a form check out the tutorial, and try publishing tutorial.xls from Formhub.

Learn about the XLSForm syntax here, email formhub users mailing list if you have questions, and checkout examples at: Formhub University.

Upload

XLS File: Choose File No file chosen

Publish

Uploading it (online or offline)
## Downloading into the phones

<table>
<thead>
<tr>
<th>ODK Collect &gt; Main Menu</th>
<th>ODK Collect &gt; Get Blank Form</th>
<th>ODK Collect &gt; Get Blank Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>ODK Collect 1.2(1013)</td>
<td>ODK_1_1_7_widgets</td>
<td>ODK_1_1_7_widgets</td>
</tr>
<tr>
<td>Data collection made</td>
<td>ID: ODK_1_1_7_widgets</td>
<td>ID: ODK_1_1_7_widgets</td>
</tr>
<tr>
<td>easier...</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fill Blank Form</td>
<td>TopThreeFavDigits</td>
<td>TopThreeFavDigits</td>
</tr>
<tr>
<td></td>
<td>ID: TopThreeFavDigits</td>
<td>ID: TopThreeFavDigits</td>
</tr>
<tr>
<td>Edit Saved Form</td>
<td>hh_polio_survey_cloned</td>
<td>hh_polio_survey_cloned</td>
</tr>
<tr>
<td></td>
<td>ID: hh_polio_survey_cloned</td>
<td>ID: hh_polio_survey_cloned</td>
</tr>
<tr>
<td>Send Finalized Form</td>
<td>household_survey</td>
<td>household_survey</td>
</tr>
<tr>
<td></td>
<td>ID: household_survey</td>
<td>ID: household_survey</td>
</tr>
<tr>
<td></td>
<td>table_list_field_list</td>
<td>table_list_field_list</td>
</tr>
<tr>
<td></td>
<td>ID: table_list_field_list</td>
<td>ID: table_list_field_list</td>
</tr>
<tr>
<td></td>
<td>tip_calculator</td>
<td>tip_calculator</td>
</tr>
<tr>
<td></td>
<td>ID: tip_calculator</td>
<td>ID: tip_calculator</td>
</tr>
<tr>
<td>Get Blank Form</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Delete Saved Form</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Download Result**

- **household_survey - Success**

---

[Link to Internews](https://www.internews.org)
Collecting data
Sending the data to the server
### Downloading the data

![Excel spreadsheet](image-url)
ADVANTAGES OF USING THIS SYSTEM
1. The ability to choose between paper and phones
2. The integration of the data
The ability to work without internet or electricity
Some preliminary results

What isn’t visible in the graph is the qualitative improvement that we observed each day as well. There was a clear improvement in the enumerators’ facility and comfort with the phones, and also in their ability to correctly and efficiently do the paper-based surveys.
The ability you have to choose the how and what
MOVING FORWARD
The Analysis tool: Bamboo

Bamboo.io
Bamboo i/o is a hosted data analysis service that provides the foundation to convert data to information, by providing a rich set of data analysis tools.
Add SMS component
Continue sharing lessons learned

HUMANITARIAN DATA TOOLKIT
The Internews Center for Innovation & Learning believes in pushing the limits by thinking outside of the box. Our Innovation Advisors work with Internews field officers and communities in Africa, Asia, Europe & Eurasia, and the Middle East & North Africa to develop pilot projects that explore new technologies and tools that allow citizens, journalists, online activists and policymakers to better understand and apply data, to gain access to more or better information, and to communicate more effectively with each other.

THE LEARNING CURVE
Created on February 27, 2013 by Anaht.

Graphing the number of mobile surveys and paper surveys completed during each day of the pilot shows a clear improvement in the enumerators’ data collection capabilities.

THE FIELD TESTING IS COMPLETE
Created on February 25, 2013 by Anaht.

We are in our last day in Dadaab; just a few more hours until our release from the barbed-wire gates of the DMC compound back into the world.
THANK YOU

AAYALA@INTERNEWS.ORG
@ANAHI_AYALA
@INFO_INNOVATION

Internews
Local voices. Global change.