

APC-PPS Training Manual - How to set up ODK Collect for data collection

Submitting a form on ODK Collect consists of the following 5 steps:

1. [Download ODK Collect app for Android](#)
2. [Load the APC-PPS project data collection forms using QR code](#)
- 2.1 [Allow camera access to be able to scan QR code](#)
3. [Load all required forms](#)
4. [Enter new data - Fill Blank Form](#)

Further information on each of these steps can be found below.

1. Download ODK Collect app for Android

- Data for APC-PPS will be collected and managed using Open Data Kit (ODK).
- ODK is accessed using the **ODK Collect app**.
- ODK Collect can be downloaded on any Android device from the Google Play Store, as seen in Figure 1.

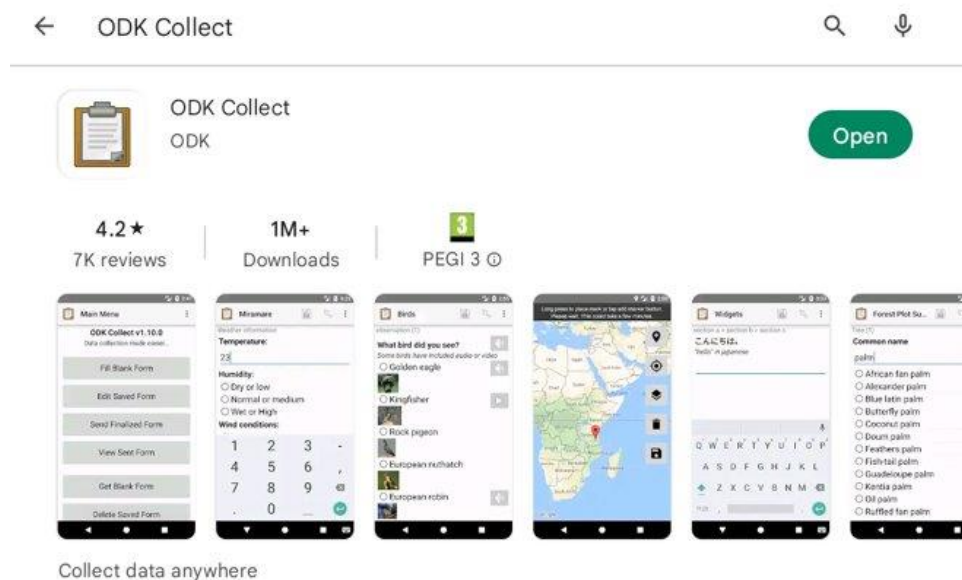


Figure 1: ODK Collect in the Google Play Store

2. Load the APC-PPS project data collection forms using QR code

- Once the ODK Collect app has been installed and opened, users will see the screen shown in Figure 2.
- As seen, users will be given the option to configure the device with a QR code, or manually enter the project details.
- **Users should click “Configure with QR code”.**
- Each data collector taking part in the APC-PPS study will be provided with an individual QR code, prior to starting data collection.
- **QR codes must not be shared with anyone else.**



Figure 2: ODK Collect initial screen

2.1 Allow camera access to be able to scan QR code

- Next, users will see the screen shown in Figure 3, asking them to allow ODK Collect to take pictures and record video.
- They will need to allow this by selecting "While using app" or "Only this time", so that the camera can be used to scan the QR code.

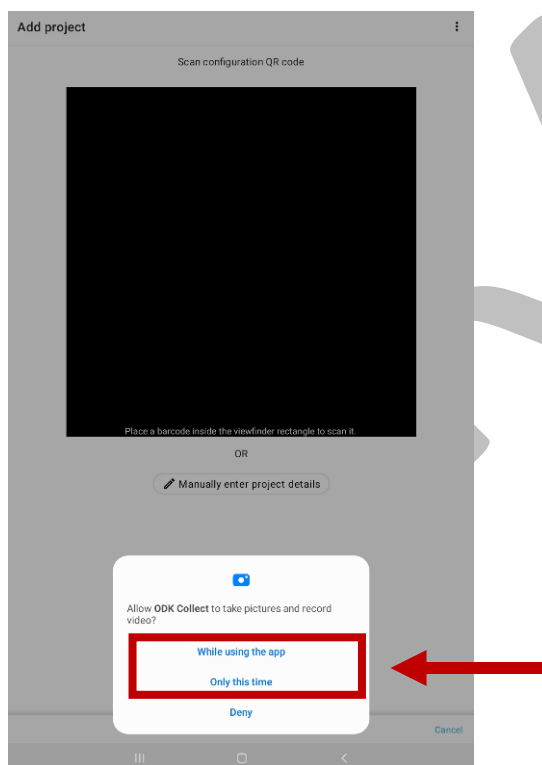


Figure 3: ODK Collect camera permission

- The user can now use the camera to scan the QR code that they have been allocated, which will be sent via email once training has been completed.

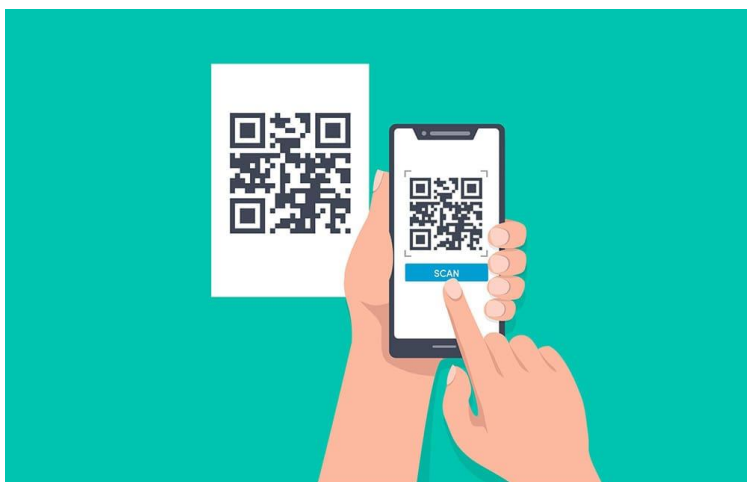


Figure 4: How to scan QR code - image taken from <https://thetechhacker.com/2021/06/22/how-to-scan-qr-codes-on-android/>

3. Load all required forms

- The data collection for the APC-PPS study consists of **three forms**:
 1. Facility Information
 2. Survey Facility Data
 3. Consultation Level Data
- The Facility Information only needs to be completed **ONCE** over the course of the 6-month period.
- The Survey Facility Data form needs to be completed **ONCE PER DAY** for each day the PPS survey is carried out.
- The Consultation Level Data needs to be completed **FOR EACH CONSULTATION** during the survey period.

4. Enter new data - Fill Blank Form

- Once scanned, the user will now be able to view the Main Menu (shown in Figure 5) and click on **'Fill Blank Form'**.

Antibiotic Prescribing in Primary Healthcare PPS (APC-PPS)

Fill Blank Form

Edit Saved Form

Send Finalized Form

View Sent Form




Delete Saved Form





ODK Collect v2022.4.4

Figure 5: ODK Collect APC-PPS Main Menu

- Once clicking on 'Fill Blank Form', users will be able to see all the forms for the APC-PPS study, as shown in Figure 6. They can select a form and commence data entry.

Fill Blank Form   

 Consultation Level Data - ONCE PER PATIENT
Version: 2023020901
Added on Thu, Feb 09, 2023 at 19:51

 Survey Facility Data - ONCE PER DAY OF PPS SURVEY
Version: 2023020901
Added on Thu, Feb 09, 2023 at 19:51


 Facility Information - ONCE OVER 6-MONTH PERIOD
Version: 2023020901
Added on Thu, Feb 09, 2023 at 19:52

Figure 6: APC-PPS forms

[See Training Manual on how to enter data and submit a form for further details.](#)

Contacting the APC-PPS team

If you require help with this instruction manual, please contact the APC-PPS team by emailing us at:

apc_pps@sgul.ac.uk. Please include Aislinn Cook (aicook@sgul.ac.uk) and Faran Dhaliwal (fdhaliwa@sgul.ac.uk) in your emails.