



# ODK COLLECT

## SETUP GUIDE



## What is ODK Collect ?

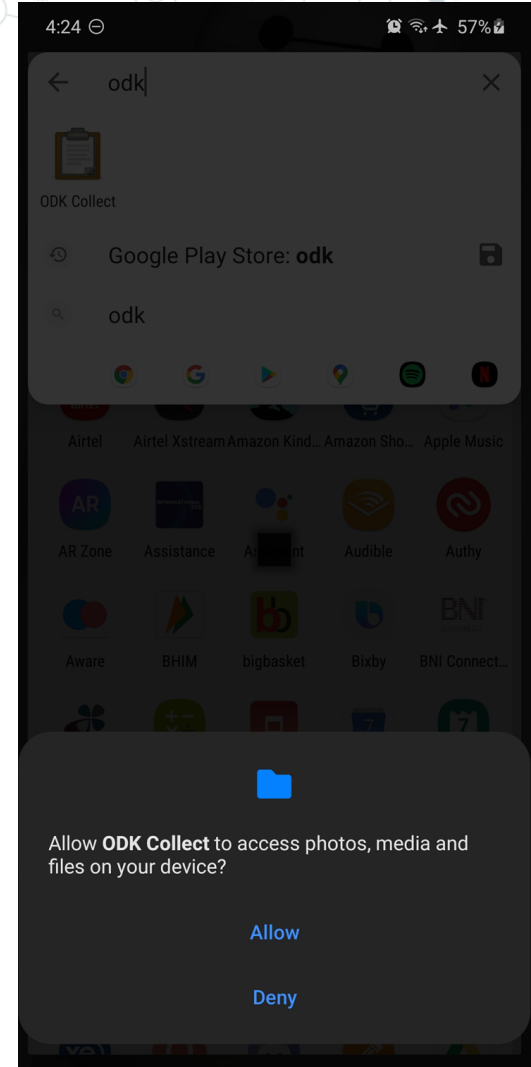
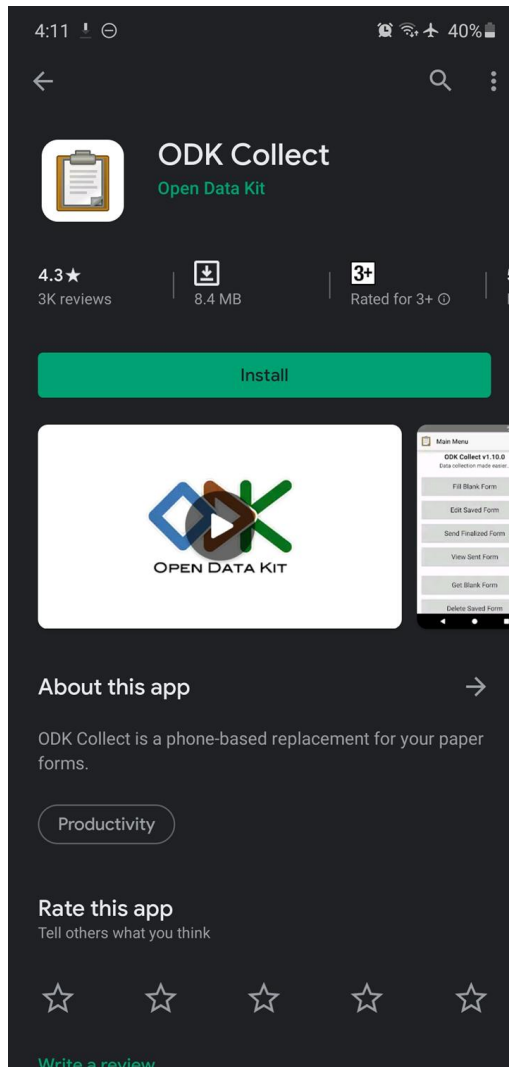
- ◎ ODK Collect is an open source Android app that replaces paper forms used in survey-based data gathering.
- ◎ It supports a wide range of question and answer types, and is designed to work well without network connectivity
- ◎ ODK Collect is available on the Google Play Store
- ◎ ODK Collect needs a server component called **ODK Aggregate** which is an open-source Java application that stores, analyzes, and presents XForm survey data collected using ODK Collect o

## Prerequisites

- ◎ Android Tablet or Mobile having Android version 9+
- ◎ Internet Connection
- ◎ ODK Aggregate credentials

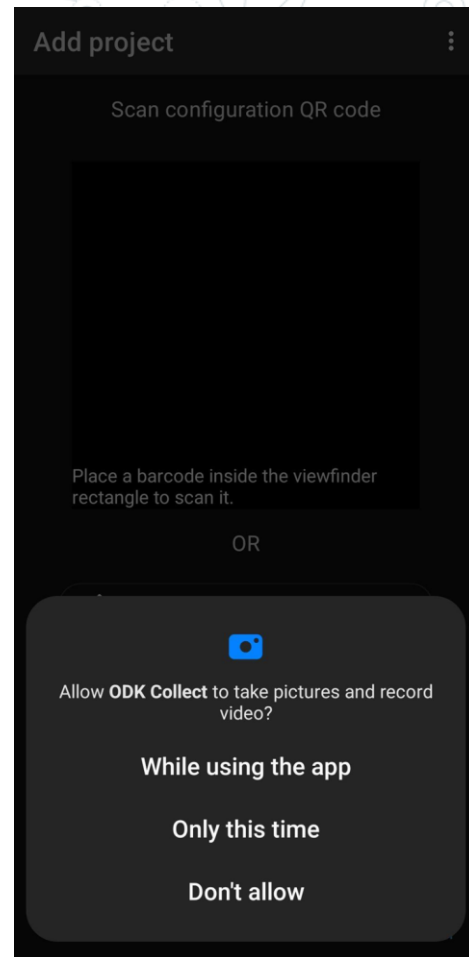
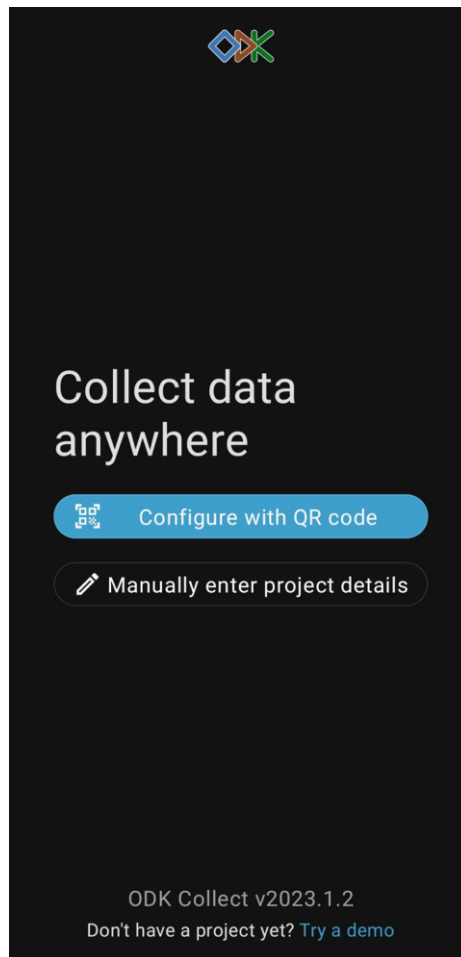
# Installation

- Search for ODK Collect on Play store and install the software
- When you run the software for the first time, it may ask for permission to access photos, medias and file. Please allow access to proceed.



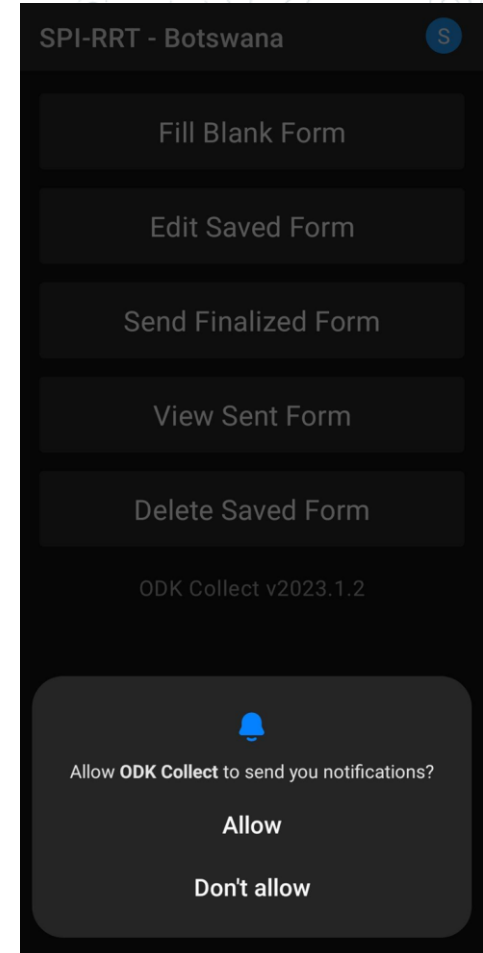
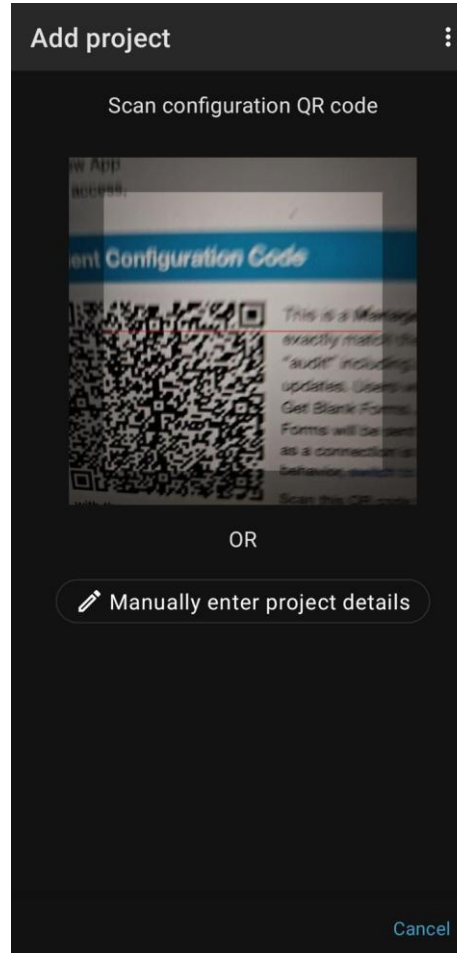
# Initial Setup

- ① Click on **Configure with QR Code**
- ② Allow ODK Collect to take pictures. Select - **While using the app**



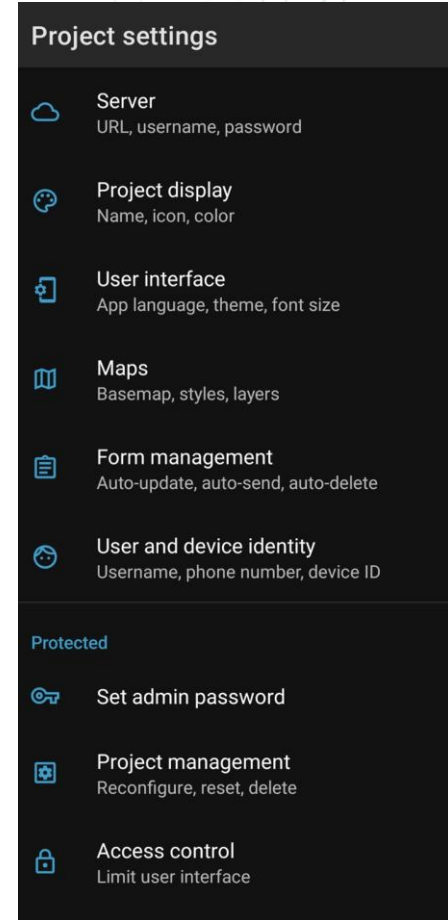
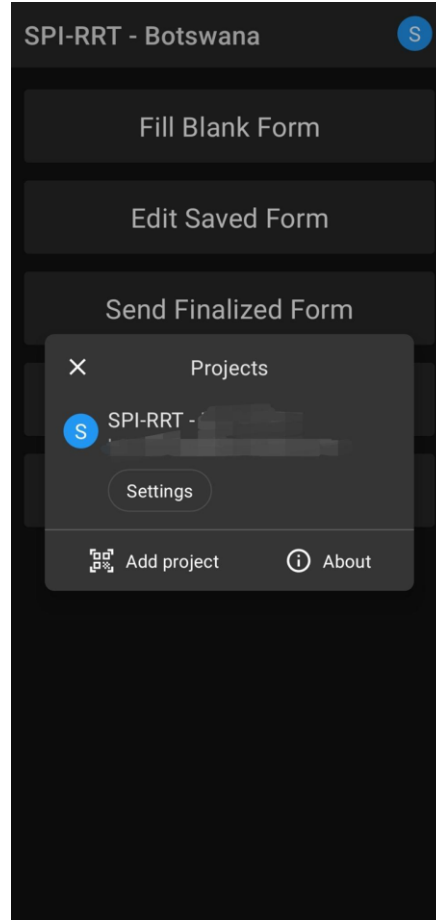
# Initial Setup

- ⦿ Now scan the QR Code shared to you
- ⦿ Allow ODK Collect to send you Notifications



# Initial Setup

- On the top right, there is a menu icon and click on **Settings**
- On the next screen you can see many Settings. Select **Form Management**



# Initial Setup

- ◎ Under **General Settings**, click on **Form Management**
- ◎ Make sure **Auto Send** is off
- ◎ Uncheck **Default to Finalized**
- ◎ Under Constraint processing, select **Defer validation until finalized**

The screenshot shows the 'Form management' settings screen. It has a dark background with white text. At the top, it says 'Form management' and 'Only the newest version will appear in Fill Blank Form'. Below this is a section titled 'Form submission' in blue. Under 'Form submission', there are two settings: 'Auto send' with a value of 'Off', and 'Delete after send' with a description 'Deletes finalized forms and media after sending to server' and an unchecked checkbox. Below this is a section titled 'Form filling' in blue. Under 'Form filling', there are two settings: 'Default to finalized' with a description 'Mark form as finalized by default' and an unchecked checkbox, and 'Constraint processing' with a description 'Defer validation until finalized'. Below this is a section titled 'High res video' with a description 'Enable high-resolution video recordings' and a checked checkbox. Below that is 'Image size' with a description 'Original size from camera (default)'. At the bottom, there is a 'Show guide' button with a tooltip that says 'Screenshot deleted.' and a 'Use external app for audio recording' checkbox.

Form management  
Only the newest version will appear in Fill Blank Form

Form submission

Auto send  
Off

Delete after send  
Deletes finalized forms and media after sending to server ☐

Form filling

Default to finalized  
Mark form as finalized by default ☐

Constraint processing  
Defer validation until finalized

High res video  
Enable high-resolution video recordings ☒

Image size  
Original size from camera (default)

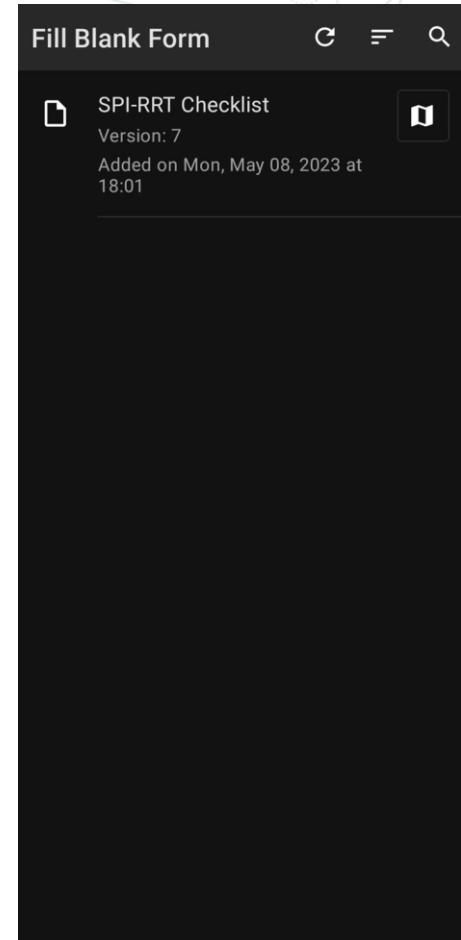
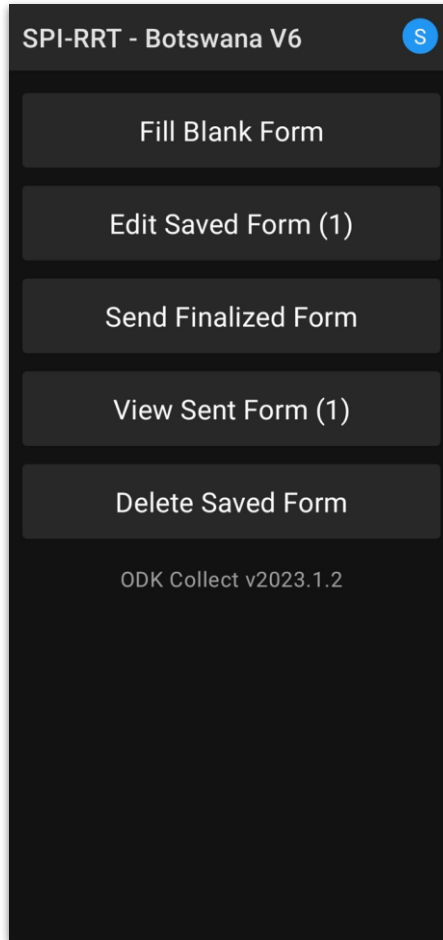
Show guide Screenshot deleted.  
No

Use external app for audio recording ☐



# Initial Setup

- ◎ Come back to the main screen and click on **Fill Blank Form**
- ◎ This will take you to the page with a list of available forms
- ◎ Click on the form name to start filling the audit form




## Using ODK Collect and Aggregate

- ◎ Get Blank Form
- ◎ Fill form and save
- ◎ Sync completed forms to server
- ◎ Admin can download the data in CSV format



## ODK Dashboard Overview

- Basic overview
  - Automated Data sync
  - Data export in PDF
  - Let us see an already implemented dashboard with dummy data
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## KOBO Toolbox

- ◎ Kobo Toolbox is similar to ODK
- ◎ This toolbox is currently being evaluated as a potential alternative to collect SPI-RRT Data