

Guide to using Open Data Kit (ODK) eQuestionnaire Materials

Overview of files

Contained in the ODK zip file are three excel sheets formatted for ODK

1. *ODK_EQuestionnaire_Screening_Interview* – this file contains BOTH the screening and interview programs together. Consider using this file if screening and interview administration will occur on a single tablet, in a single area, or with a single staff member.
2. *ODK_EQuestionnaire_Screening* – this file contains ONLY the screening program. Consider using this when a participant will be screened in one area or by one person and then taken to another area or staff member for interview oversight and administration. If using this file also use the file “*ODK_EQuestionnaire_Survey*”.
3. *ODK_EQuestionnaire_Survey* – this file contains ONLY the interview program. Consider using this when a participant will be screened in one area or by one person and then taken to another area or staff member for interview oversight and administration. If using this file also use the file “*ODK_EQuestionnaire_Screening*”.

User instructions

Please follow these steps for proper setup of the ODK eQuestionnaire. Please note that there are other ways of setting up ODK and more information may be found on <https://opendatakit.org/>.

1. Download "ODK Collect" from the Google Play Store onto the tablet.
2. Open ODK Collect. The main menu will present some of the following options: "fill in blank form"; "edit saved form"; "send finalized form etc". Click on the three vertical dots on the top right and select "general settings"
3. Under server settings, select "configure platform settings"
4. Under URL, fill in the name of your account username after the last backslash. This would likely be the web address for the data server.
5. Under username, input your account username.
6. Under password, input password for the account.
7. Click the back button to return to the main menu and click on "get blank form"
8. You should see all of the forms that are uploaded to your server account. Select the forms that you would like to download onto the tablet. It may take a few seconds to a couple of minutes to download these forms, depending on the speed of internet connection and the size of the files. Once the forms are downloaded, you will receive a prompt notifying you of this.
9. Once the forms have been downloaded, you can now turn off wifi. Click the back button to return to the main menu. Select "fill blank form" to access any forms. After filling in a form, you can save the form locally. You will need to connect to wifi again in order to send this form to the server.

Troubleshooting

If the forms do not download successfully, double check to see if all the settings above were entered correctly. If they were entered correctly, turn the wifi connection off and wait a few seconds before turning it on again. If this does not resolve the issue, turn the tablet off and on.

Other helpful links:

<https://opendatakit.org/> - primary website for ODK

<http://xlsform.org/> - information for building forms in ODK

<http://opendatakit.org/xiframe/> - use this to test your form for errors prior to uploading to the server