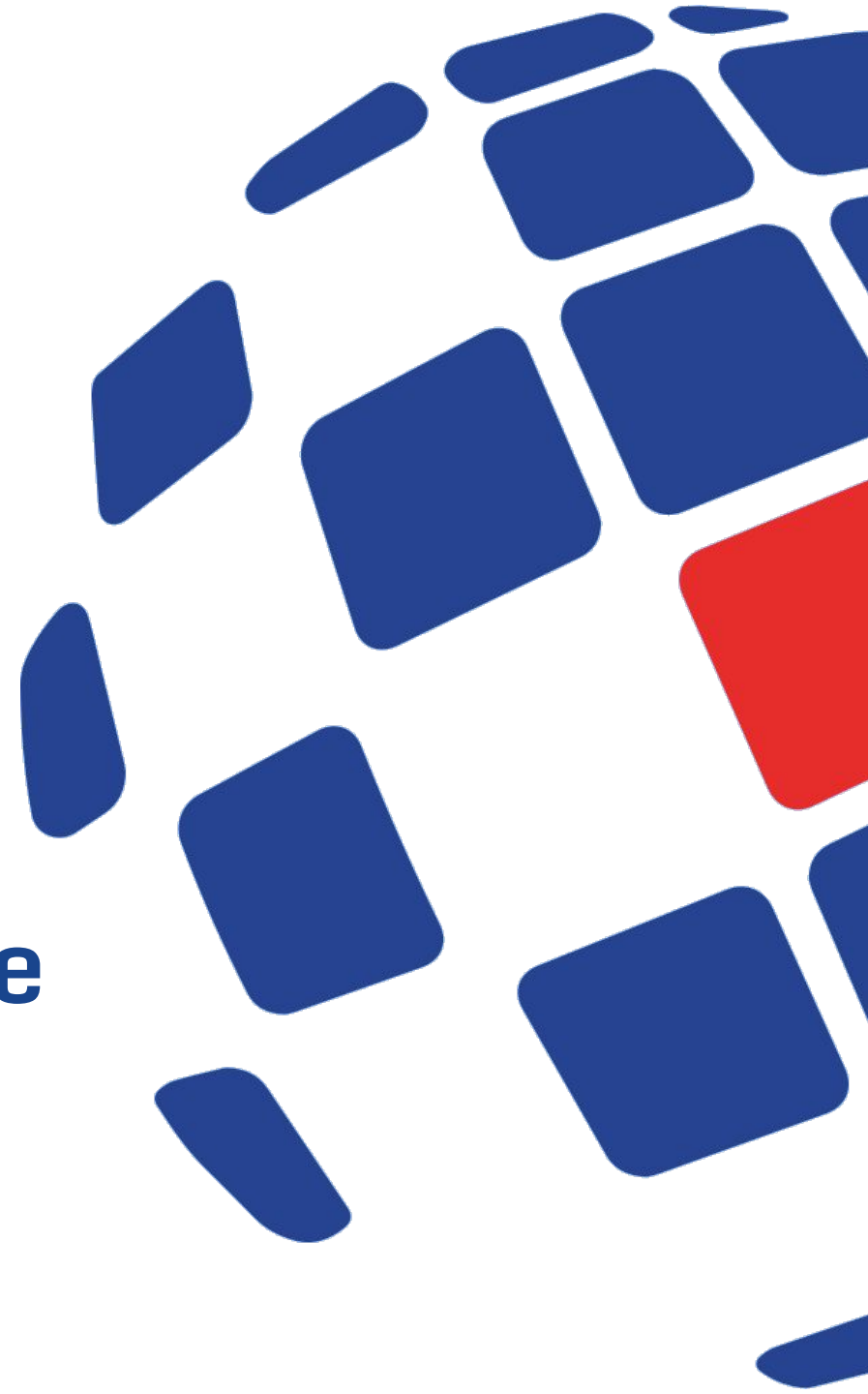




October 2023 - Saint Kitts and Nevis

Field Data Collection using the KoBo Toolbox



Why collect field data?

All data comes from somewhere

- Organisations gain access to the most critical information by collecting data in “the field”.

Collected field data can be used for analysis

- Analysis of this data can give a clearer view of a situation and whether it is evolving.

Changing situations require (re-)collection of data

- Sometimes, data becomes obsolete due to evolving situations. Such data then needs to be recollected to keep up to date.

What is KoboToolbox?

KoboToolbox is a free open-source tool for mobile data collection

- Data using this tool can be collected using mobile devices such as phones and laptops

KoboToolbox is optimised for humanitarian data collection

- Offline functionality allows surveyors to access remote locations
- Surveys can be designed quickly and easily in urgent and harsh situations.
- Paper forms can be integrated with KoboToolbox

Advantages of mobile data collection

It is faster

- Data does not need to be transcribed from paper to computers before it can be analysed

It is more accurate

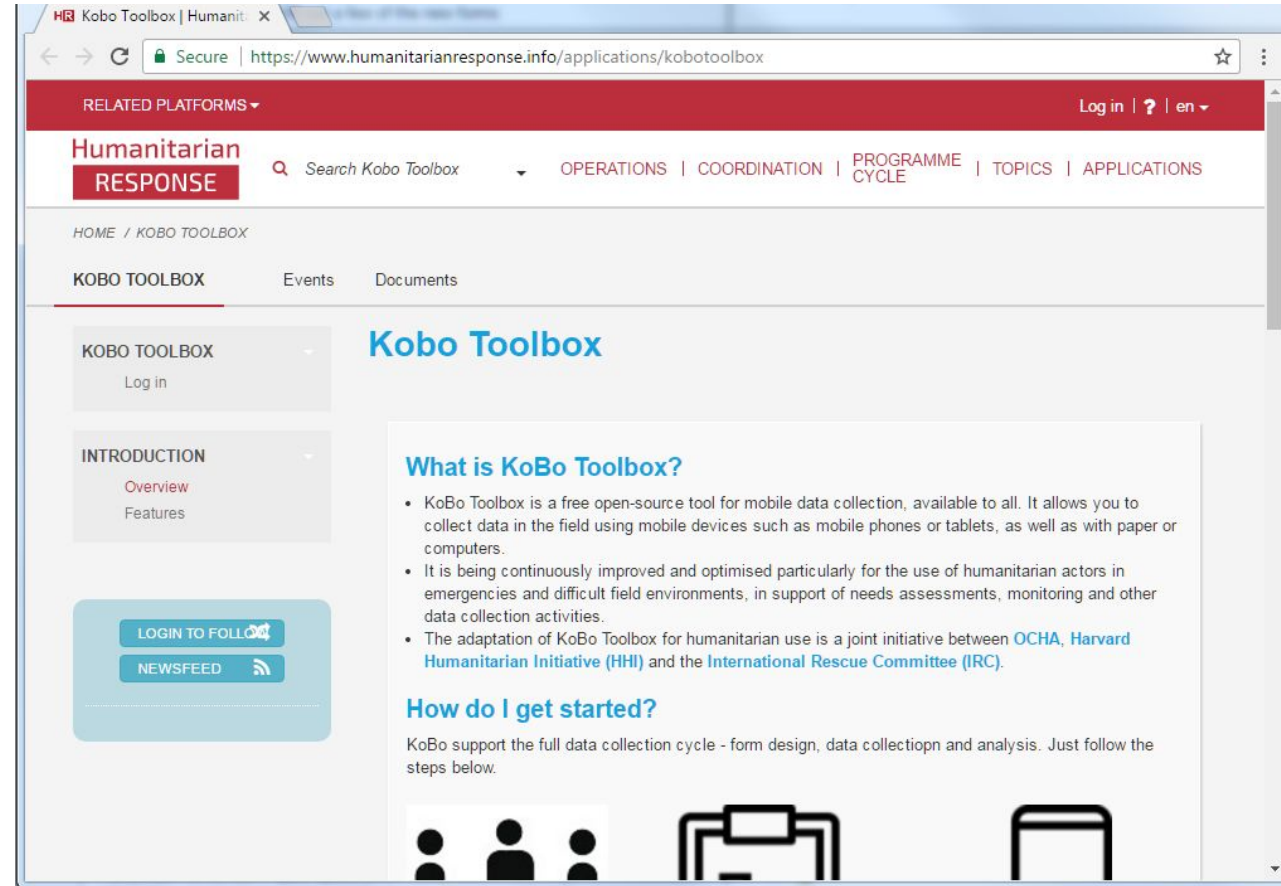
- Input errors can be minimised from data validation when answering questions in real-time.

It enables multiple data types

- Locations, photos, recordings can be integrated as responses alongside traditional text and choices

KoBo: Guidance

www.humanitarianresponse.info/applications/kobotoolbox



The screenshot shows the KoBo Toolbox website interface. The browser address bar displays the URL <https://www.humanitarianresponse.info/applications/kobotoolbox>. The page features a red navigation bar with the text "Humanitarian RESPONSE" and a search bar labeled "Search Kobo Toolbox". The main content area is titled "Kobo Toolbox" and includes a "What is KoBo Toolbox?" section with a bulleted list of features and a "How do I get started?" section. The footer contains icons for user management, document management, and a tablet device.

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What is KoBo Toolbox?

- KoBo Toolbox is a free open-source tool for mobile data collection, available to all. It allows you to collect data in the field using mobile devices such as mobile phones or tablets, as well as with paper or computers.
- It is being continuously improved and optimised particularly for the use of humanitarian actors in emergencies and difficult field environments, in support of needs assessments, monitoring and other data collection activities.
- The adaptation of KoBo Toolbox for humanitarian use is a joint initiative between [OCHA](#), [Harvard Humanitarian Initiative \(HHI\)](#) and the [International Rescue Committee \(IRC\)](#).

How do I get started?

KoBo support the full data collection cycle - form design, data collection and analysis. Just follow the steps below.

KoBo Toolbox Exercise

Aim

- To implement a primary data collection project

Groups

- Teams of 2

Equipment

- Laptop
- Smartphone or tablet

Instructions

- See separate sheet

Steps in a Data Collection Project



Build a survey form, using a web or desktop application

Put the form on mobile devices

Collect data in the field (offline)

Move collected data to a central database

Create maps and other products

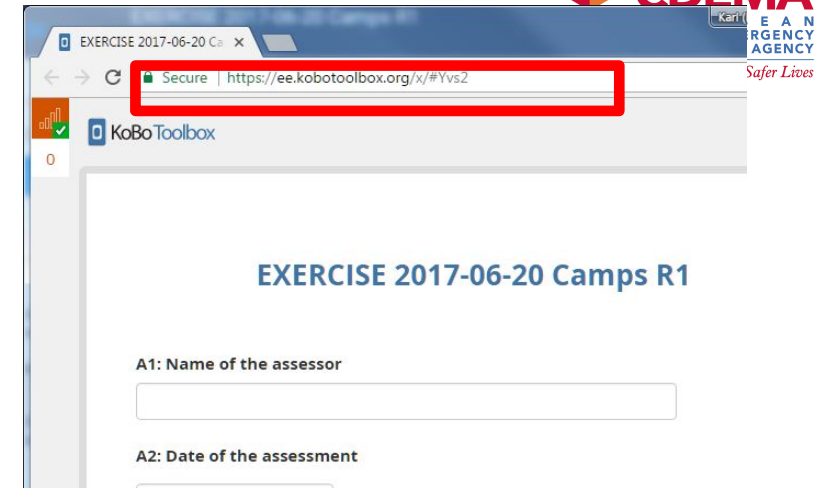
KoBo: Build a form

- Using Kobo Toolbox
- Based on existing paper form

KoBo: Deploy the form

To Chrome browser

<https://ee.kobotoolbox.org/...>



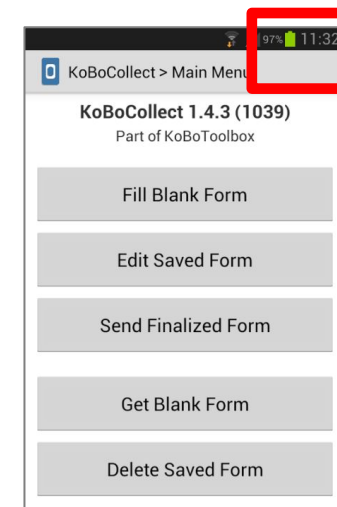
To KoBo Collect app

Settings > General Settings > URL > https://kc.humanitarianresponse.info/<your_user_name>

> Exit Settings

Get Blank Form >

EXERCISE 2017-06-20 Camps R1

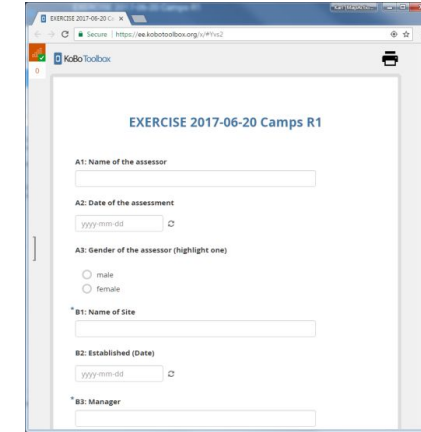


KoBo: Collect

In Chrome browser

Fill out your data collection forms in the browser.

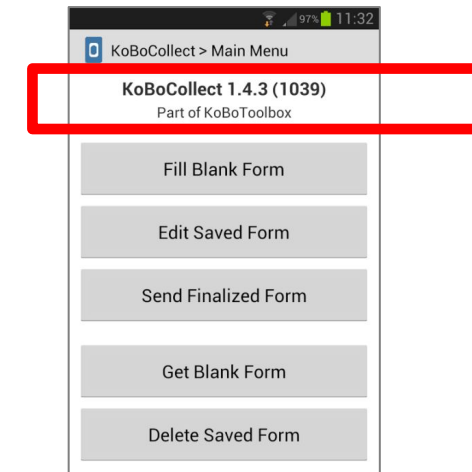
You can work offline. Forms are cached.
See left slider for upload queue.



A screenshot of a web browser displaying a KoBo Toolbox form titled "EXERCISE 2017-06-20 Camps R1". The form contains several fields: "A1: Name of the assessor" (text input), "A2: Date of the assessment" (date picker), "A3: Gender of the assessor (highlight one)" (radio buttons for male and female), "B1: Name of Site" (text input), "B2: Established (Date)" (date picker), and "B3: Manager" (text input).

In KoBo Collect app

1. Tap Fill blank form
2. Select a form
3. Fill the form
4. 'Save Form and Exit' - check 'finalized'
5. Repeat



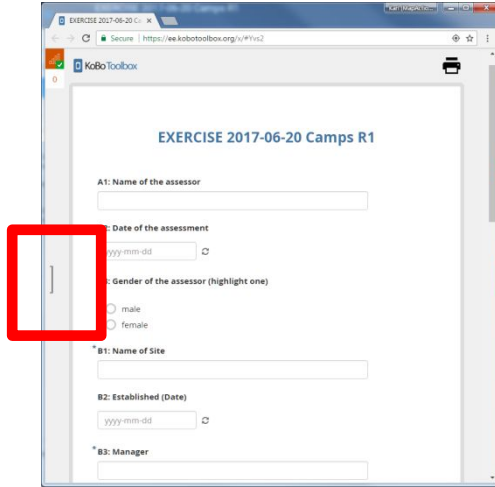
KoBo: Collect

In teams of 2, go outside, survey at least 5 sites



KoBo: Aggregate

You returned from field data collection. Your device is online again.



EXERCISE 2017-06-20 Camps R1

A1: Name of the assessor

B: Date of the assessment

C: Gender of the assessor (highlight one)

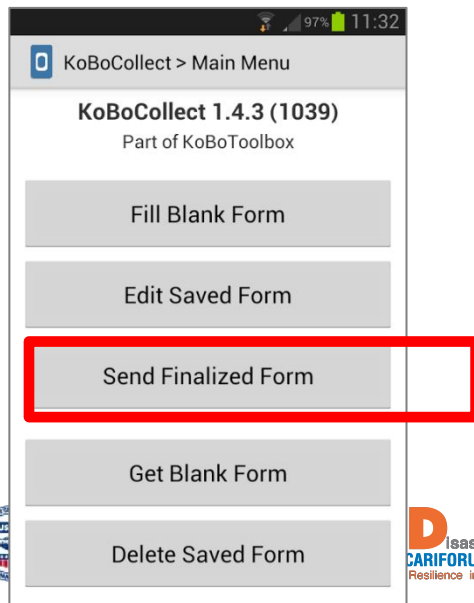
B1: Name of Site

B2: Established (Date)

B3: Manager

A red box highlights the left sidebar area of the form.

You collected data in the Chrome browser
See left slider for upload queue



KoBoCollect > Main Menu

KoBoCollect 1.4.3 (1039)
Part of KoBoToolbox

Fill Blank Form

Edit Saved Form

Send Finalized Form

Get Blank Form

Delete Saved Form

A red box highlights the "Send Finalized Form" button.

You collected data in the KoBo Collect app
> Send Finalized Form

KoBo: Analyse

Use built in KoboToolbox tools

Leverage KoboToolbox Excel Data Analyser

Download data and make a map!

KoBo: Exercise

Use laptop/PC

Instructions Here

(Day 2 -> Tutorials -> Kobo Practical
Primary data collection...)

KoBo: Exercise

QUESTIONS?

KoBo: Exercise





Name	Warehouse 1
Established	12/05/2014
Manager	WFP
Type	Rubb hall
NFI	5000 kits
Food	25 MT
Water	20000 (5 litre) bottles
Shelter	N/A



Name	Warehouse 2
Established	23/07/2016
Manager	Unknown
Type	
NFI	2500 kits
Food	15 MT
Water	N/A
Shelter	1500 tents



Name	Warehouse 3
Established	25/10/2016
Manager	Saunderton Logistics
Type	Rubb hall
NFI	N/A
Food	5MT
Water	20000 (5 litre) bottles
Shelter	N/A



Name	Camp ALPHA
Established	12/05/2016
Manager	UNHCR
Type	Tented
Population	300



Name	Camp BRAVO
Established	15/07/2016
Manager	Unknown
Type	Tented
Population	50



Name	Camp CHARLIE
Established	25/10/2016
Manager	Village elder
Type	School building
Population	100



Name	Camp DELTA
Established	12/07/2014
Manager	UNHCR
Type	Tented
Population	400



Name	Camp ECHO
Established	23/10/2016
Manager	Unknown
Type	Spontaneous
Population	30

This programme is gratefully supported by



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MAP ACTION

mapaction.org