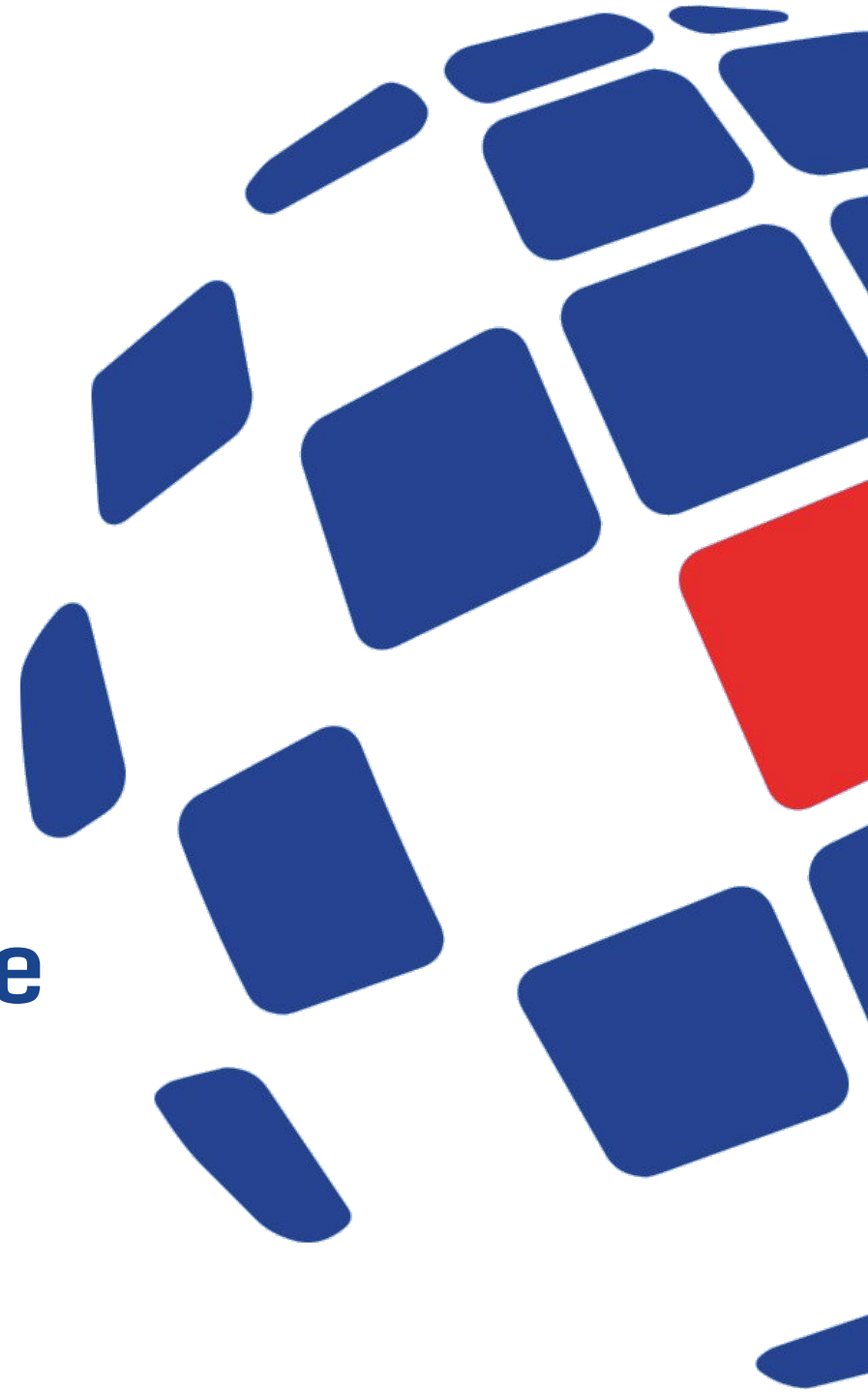




October 2023 - Grenada

# 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

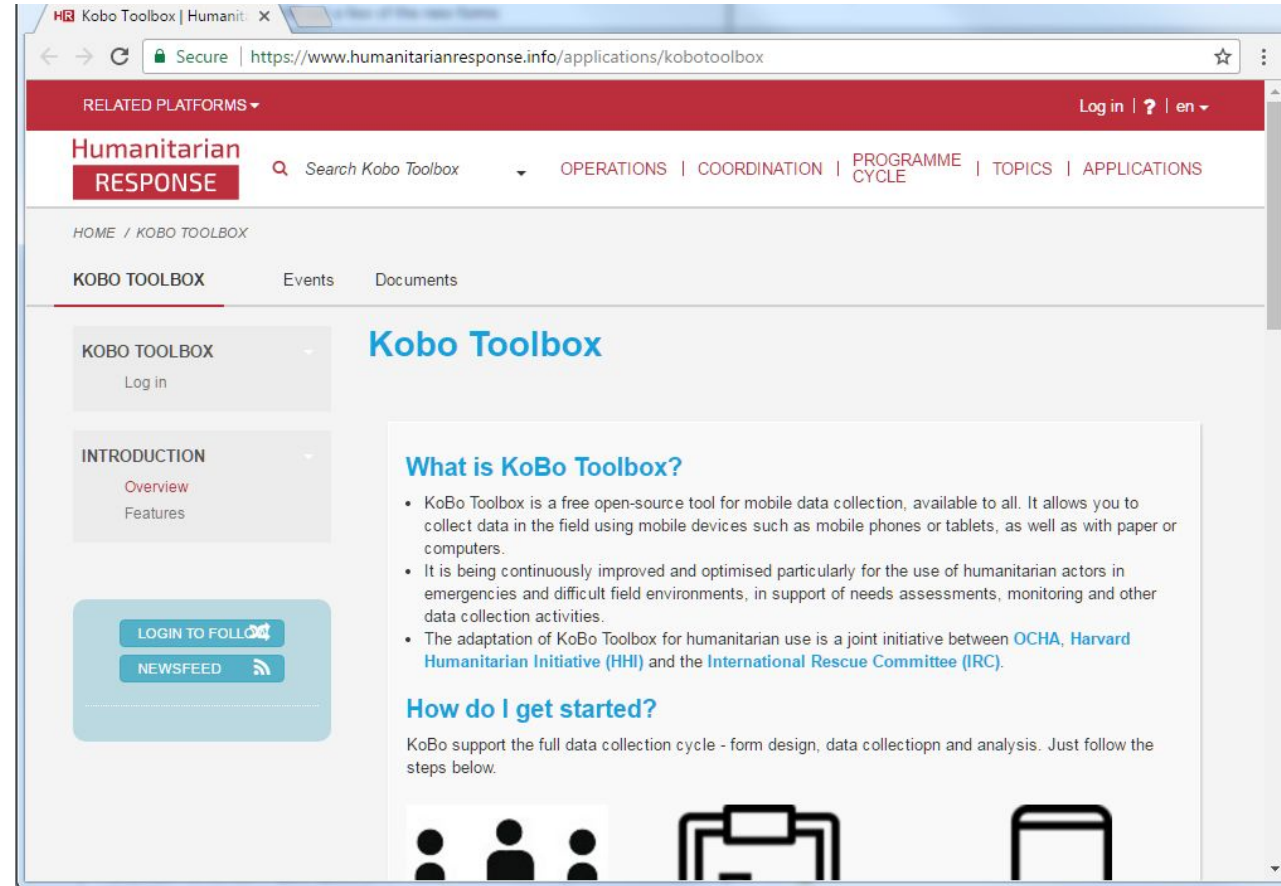
- Input errors can be minimised from data validation when answering questions in real-time.

## 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](https://www.humanitarianresponse.info/applications/kobotoolbox)



The screenshot shows the website interface for the KoBo Toolbox. 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". Below the navigation bar, there are tabs for "OPERATIONS", "COORDINATION", "PROGRAMME CYCLE", "TOPICS", and "APPLICATIONS". 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 with introductory text. The page also has a sidebar with "Kobo Toolbox" and "Introduction" sections, and a "Log in" button.

# KoBo Toolbox Exercise

## Aim

- To implement a primary data collection project

## Groups

- Teams of 2

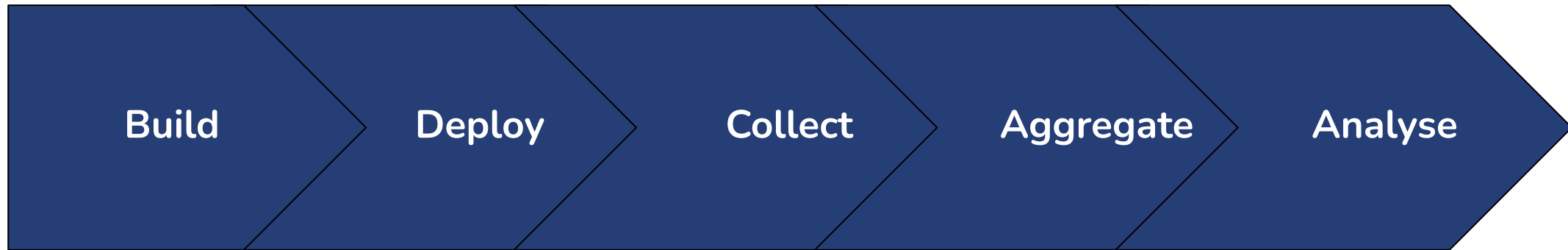
## Equipment

- 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

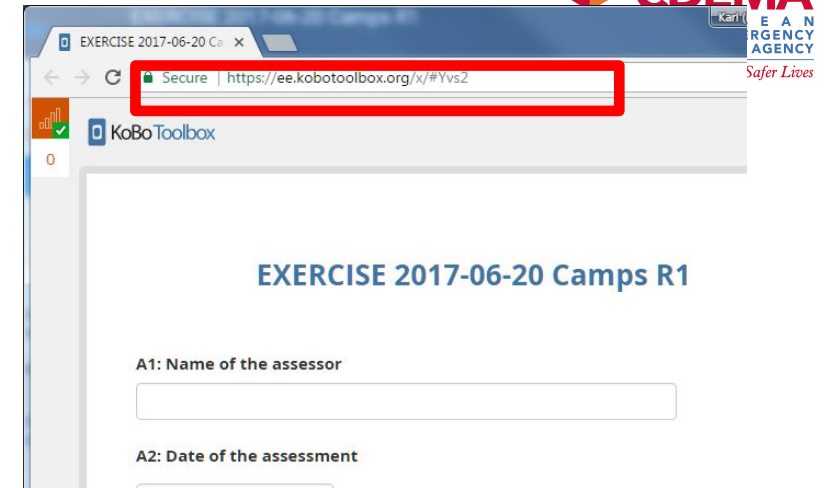
- Using Kobo Toolbox
- Based on existing paper form



# KoBo: Deploy the form

To Chrome browser

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



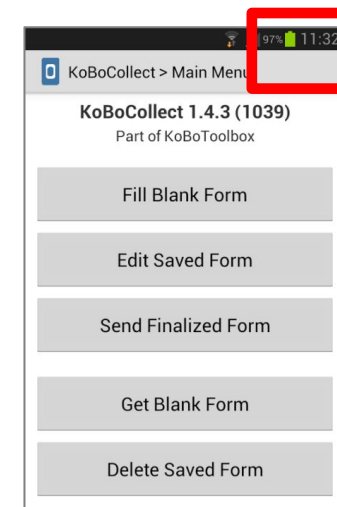
To KoBo Collect app

Settings > General Settings > URL > [https://kc.humanitarianresponse.info/<your\\_user\\_name>](https://kc.humanitarianresponse.info/<your_user_name>)

> Exit Settings

Get Blank Form >

EXERCISE 2017-06-20 Camps R1

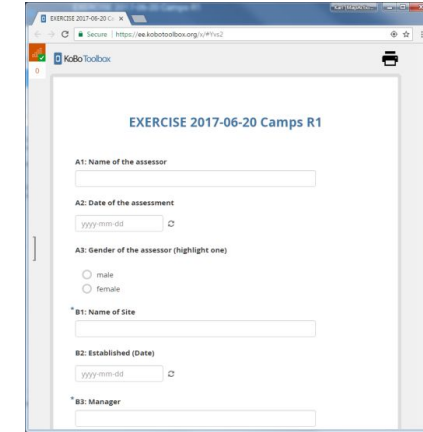


# KoBo: Collect

## In Chrome browser

Fill out your data collection forms in the browser.

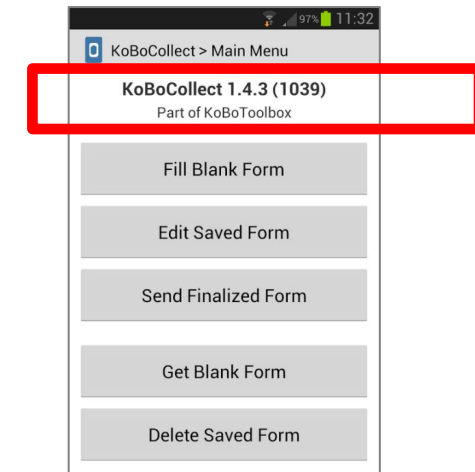
You can work offline. Forms are cached.  
See left slider for upload queue.



A screenshot of a web browser displaying the KoBo Toolbox interface. The page title is "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



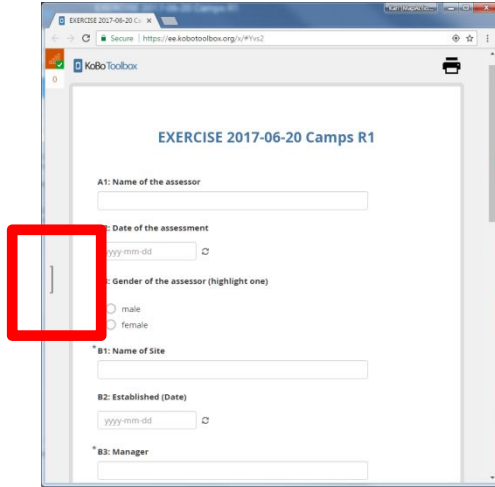
# KoBo: Collect

Tomorrow, in teams of 2, we'll go outside and survey at least 5 sites



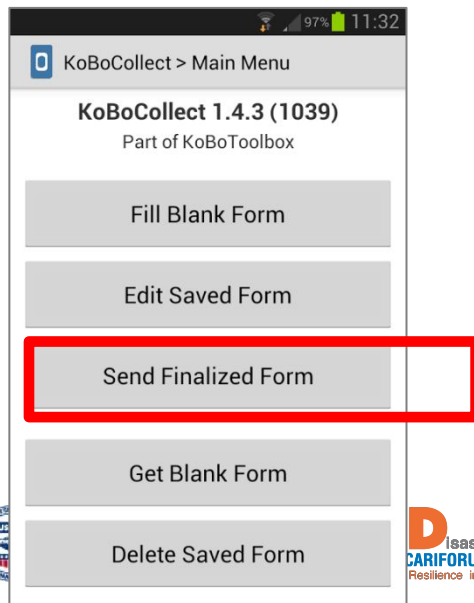
# KoBo: Aggregate

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



A screenshot of a web browser displaying a KoBoToolbox form titled "EXERCISE 2017-06-20 Camps R1". The form contains several input fields: "A1: Name of the assessor", "B: Date of the assessment" (with a date picker), "Gender of the assessor (highlight one)" (with radio buttons for "male" and "female"), "B1: Name of Site", "B2: Established (Date)" (with a date picker), and "B3: Manager". A red rectangular box highlights a vertical slider on the left side of the form, which is used to manage the upload queue.

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



A screenshot of the KoBoCollect mobile application's main menu. The title bar shows "KoBoCollect > Main Menu" and "KoBoCollect 1.4.3 (1039) Part of KoBoToolbox". The menu consists of several buttons: "Fill Blank Form", "Edit Saved Form", "Send Finalized Form" (highlighted with a red box), "Get Blank Form", and "Delete Saved Form". The status bar at the top shows a battery level of 97% and the time 11:32.

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?

This programme is  
gratefully supported  
by



**USAID**  
FROM THE AMERICAN PEOPLE







# MAP ACTION

[mapaction.org](http://mapaction.org)