



The Admin Guide

What this guide is intended to achieve

This admin guide provides the reader with details on how to run and use the App. It achieves this by using screenshots to outline both the main use-case for the App (first use) and the administrative settings for the App.

First Use of the App

Launching the App

Once the App has been installed¹ on an existing instance of DHIS2 it will be found in the DHIS2 Apps area. Launching the App is simply a matter of clicking on the relevant icon.

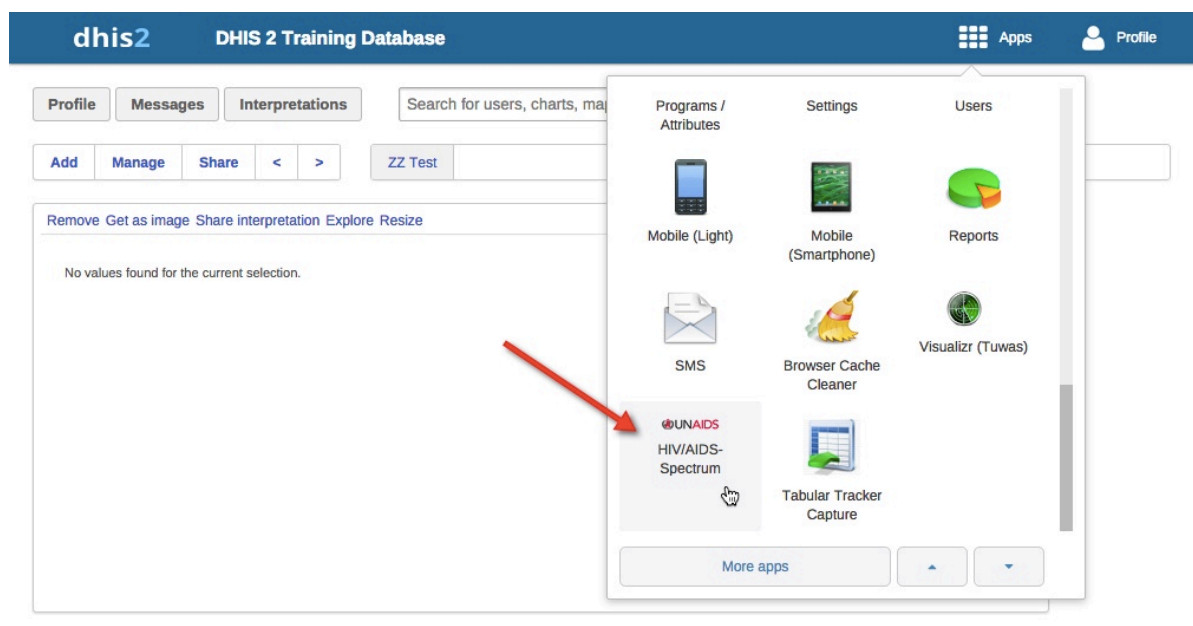


Figure 1 – Launching the DHIS2 UNAIDS HIV/AIDS Spectrum App

¹ Please go to <https://github.com/entuura/dhis2-unaids-eppspectrum/releases/latest> and download the Spectrum.zip file. Then go to the App Management area of DHIS2 and upload the Zip file (as described at <https://www.dhis2.org/how-to-create-find-install-apps>).

The Welcome Screen

The welcome screen is what the Administrator will first see after launching the App. It introduces the purpose of the App and highlights the fact that further configuration will be required once the App has finished with its intended purpose.

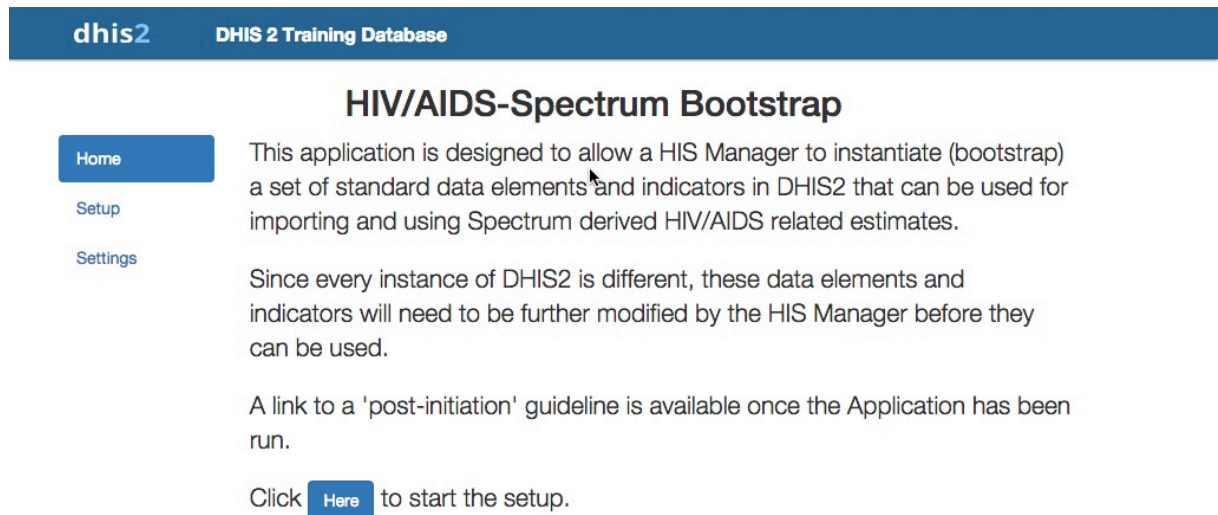


Figure 2 – The DHIS2 HIV/AIDS Spectrum App Welcome Screen

Kicking off a ‘first-use’ setup scenario

Click on the ‘Setup’ option (side menu or bottom of welcome screen).

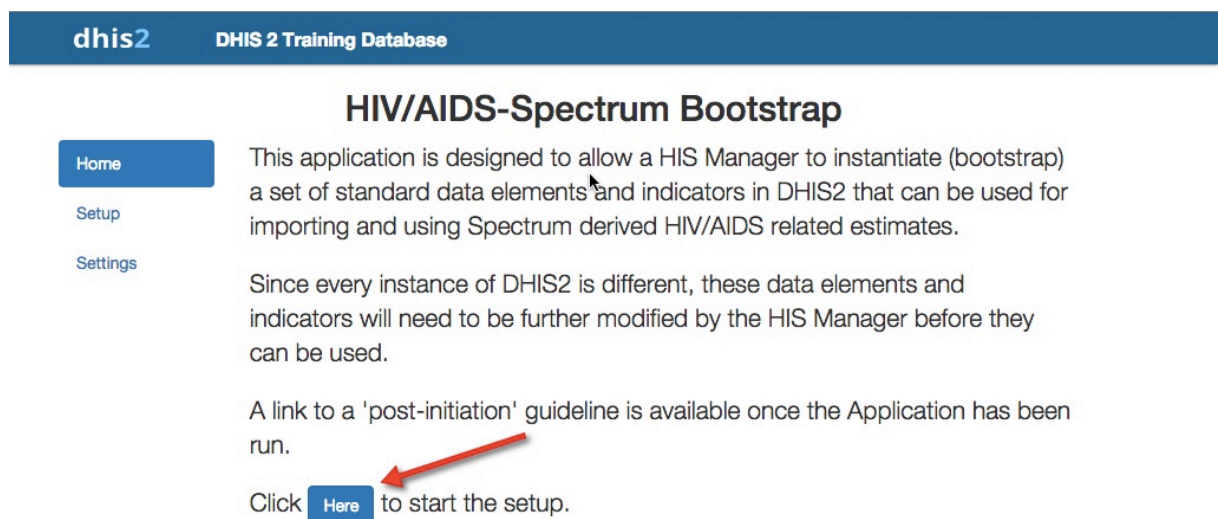


Figure 3 – Launching the Setup Process

The Setup Sequence: a 3-step process.

By separating the HIV estimate initialization process into three steps it is possible to provide greater scope for the DHIS2 administrator to control which common HIV components they wish to instantiate.

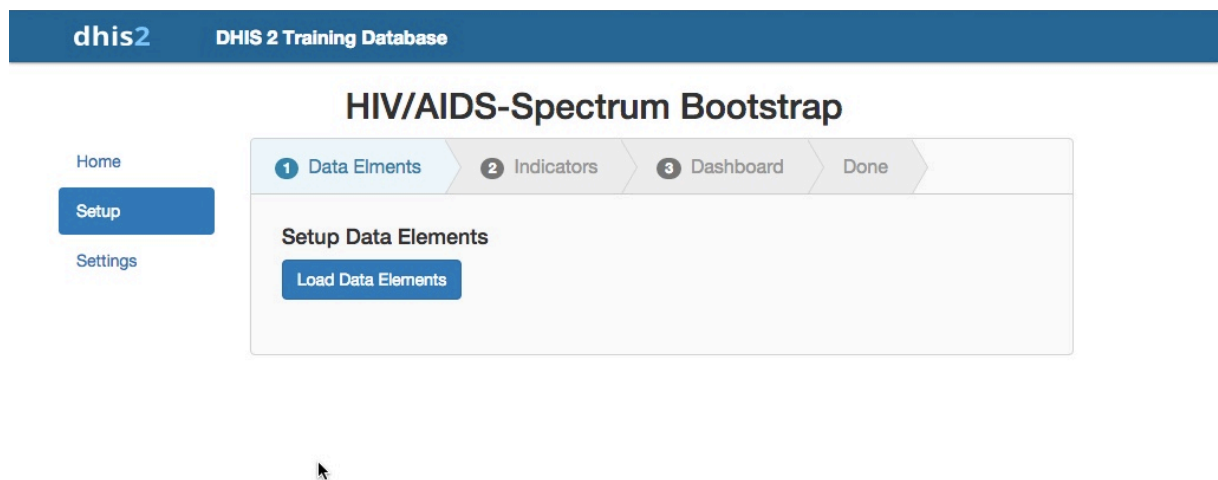


Figure 4 – The Setup Process – 3 Steps: 1. Data Elements; 2. Indicators; and 3. The Dashboard

Note: The Apps restricts access to later steps since components such as dashboards or indicators require the core data elements in order to function. Skipping steps would generate DHIS2 system errors.

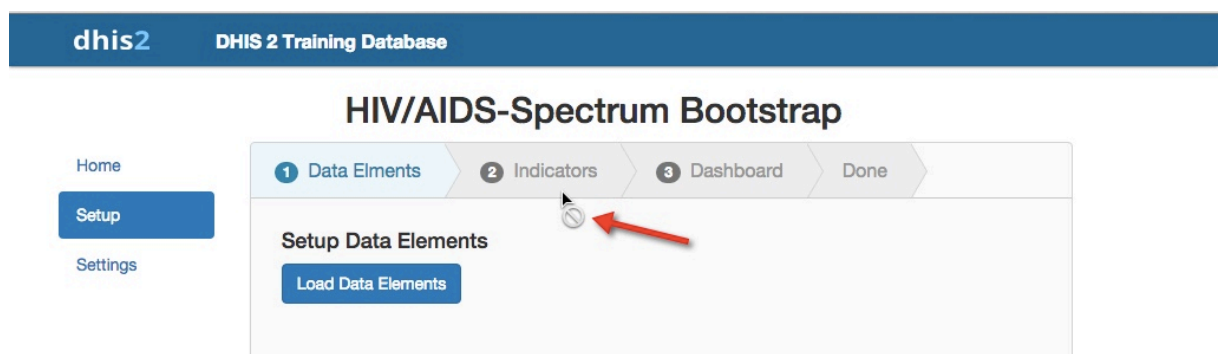


Figure 5 – You can't skip a step! But you can stop at any point and leverage what has been installed up to that point in the process (e.g. after completing Step 1, the DHIS2 administrator could use the data elements that were installed).

Step 1 – Loading the Data Elements

The Spectrum Estimate Data Elements installed during Step 1 act as the containers for the data that will be imported from the Spectrum extract files. The definitions for the data elements are stored in an XML file (see the settings TAB for the location of the files used to hold the definitions).

To initiate the process, click on the Load Data Elements button:

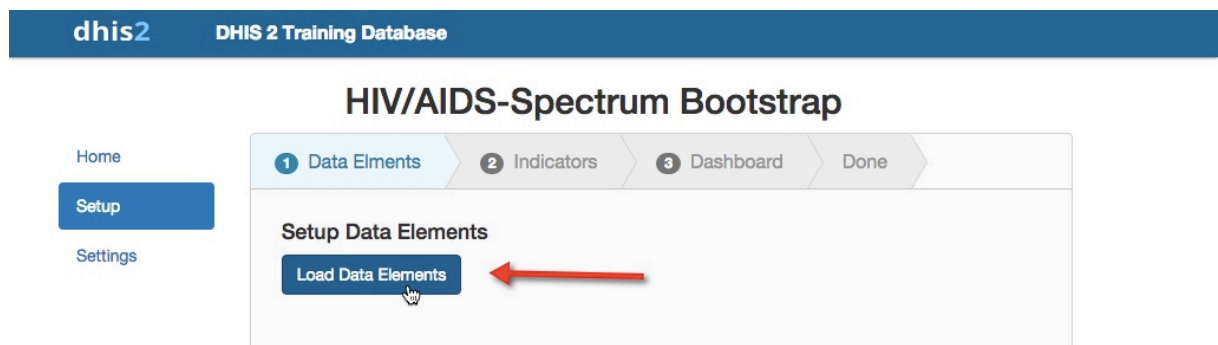


Figure 6 – Step 1: Loading Data Elements

And confirm the action:

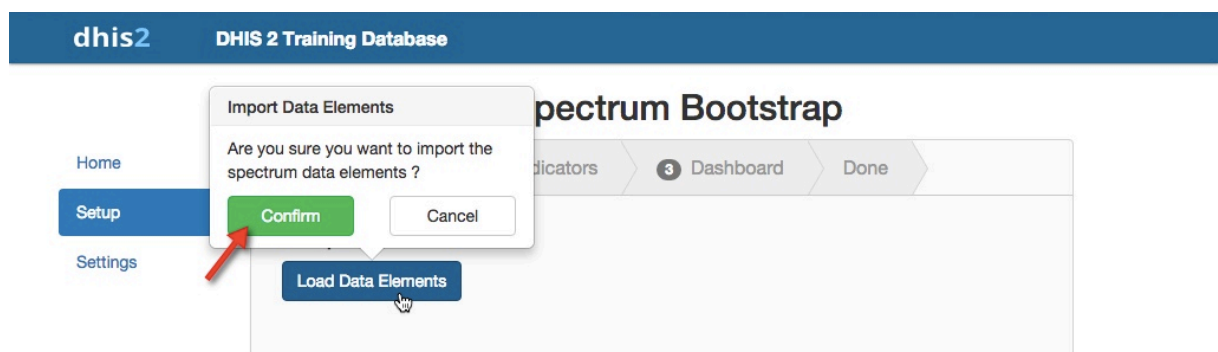


Figure 7 – Confirming import of the Data Elements

Note: After import, the App will 'move' to the next Step. At the bottom of the screen, the results of the previous import are displayed (these results are identical to those displayed if the XML data element definition file were to be imported manually by the Administrator).

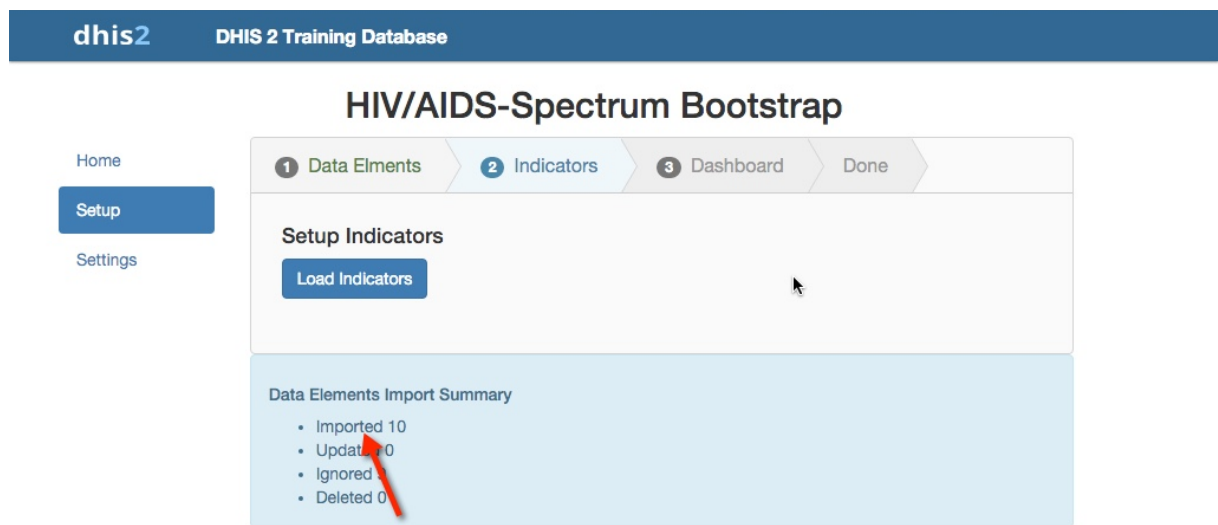


Figure 8 – Data Elements import summary is displayed at the bottom of the 'Indicators' Step.

Step 2 – Loading the Indicators

A set of suggested indicators that use the HIV Estimate Data Elements as denominators will be installed during this Step. The definitions for the data elements are stored in a separate XML file.

To initiate the process, click on the 'Load Indicators' button and 'Confirm' the import.

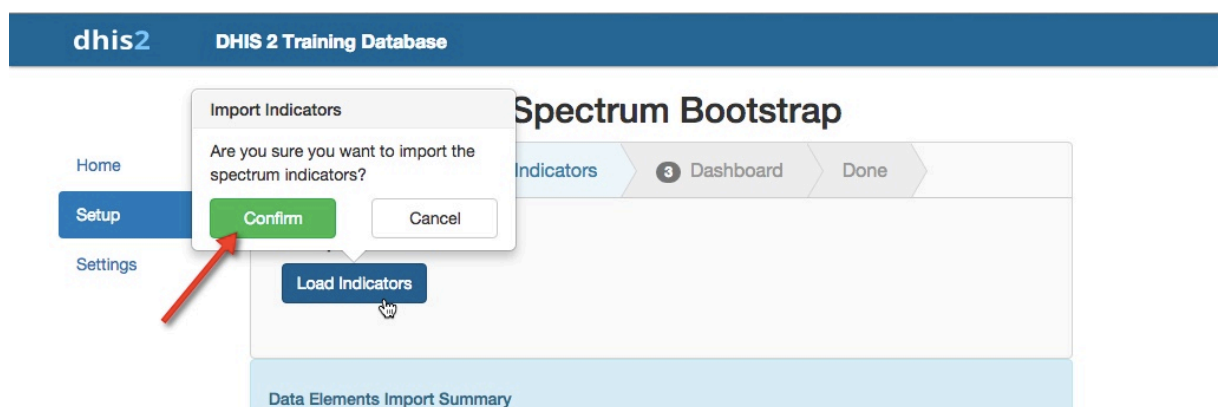


Figure 9 –Step 2: Loading the Indicators and confirming import

Note: After import, the App will 'move' to the next Step. At the bottom of the screen, the results of the previous import are displayed.



Figure 10 – Indicators import summary is displayed at the bottom of the 'Dashboards' Step

Step 3 – Load Dashboards and Document Links

In the current release, there is a placeholder dashboard for UNAIDS Spectrum derived Indicators. This step installs the default dashboard while also installing DHIS2 links to further guidelines and help files.

The location of the supporting documentation can be adjusted by the Administrator in the 'Settings' area of the App, by modifying the link. By default, the App points to DHIS2 documents at an internet address of centrally maintained Guidelines.

To initiate the process, click on the 'Load Dashboards' button and 'Confirm' the import.

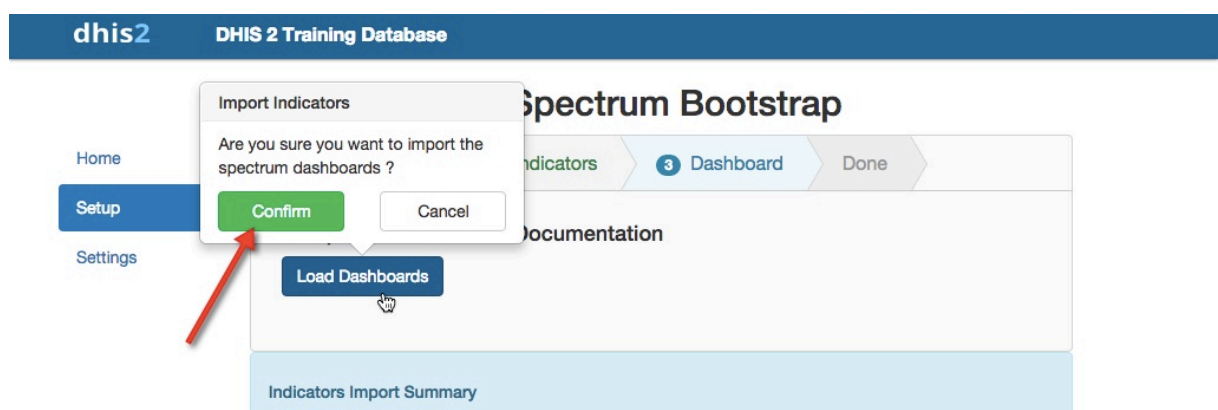


Figure 11 – Step 3: Loading Dashboards and confirming Dashboard import

Note: After import, the App will ‘move’ to ‘Done’. At the bottom of the screen, the results of the previous import are displayed.



Figure 12 – Done: The Dashboard import summary plus documentation

The Completed Condition

Assuming the full process (Steps 1 through 3) has completed successfully, the final screen will include links to relevant guidelines.

The process initiated with the App provides the ‘bootstrapping’ function of instantiating placeholder data elements, indicators and dashboards. Further customization is necessary however before the data elements can be utilized for importing data from Spectrum extracts, and before the indicators can be utilized.

Two further key Guidelines are provided:

1. The Post Initiation Guideline (that guides the DHIS2 administrator through the above mentioned post-initiation customization steps); and
2. The Spectrum Data Import Guideline (that guides the DHIS2 administrator through the process of preparing a HIV estimates extract for import into the DHIS2 HIV Data Elements initialized by this App.

Administrative Settings

The Settings Area

An Administrator can reset the status of the initialization process, change the locations of the XML definition files, or change the 'import strategy' for a given 'process run'. These settings are accessible via the 'Settings' menu option of the App.

dhis2 DHIS 2 Training Database

HIV/AIDS-Spectrum Bootstrap

Home Setup **Settings**

Settings

- 1. Data Element Configuration File**
- 2. Indicator Configuration File** 1
- 3. Dashboard Configuration File**
- 4. Import Strategy** 2

Save Settings

Import State

Reset Import State 3 **Reset Settings** 4

Figure 13 – Configuration Settings

The settings screen consists of 4 distinct elements:

1. The location of the definition files for each of the import steps;
2. The Import Strategy (defaults to new-only);
3. The ability to reset the import state (back to the beginning); and
4. The ability to reset all settings to the defaults when the App was first installed (which will differ between versions as the App evolves)

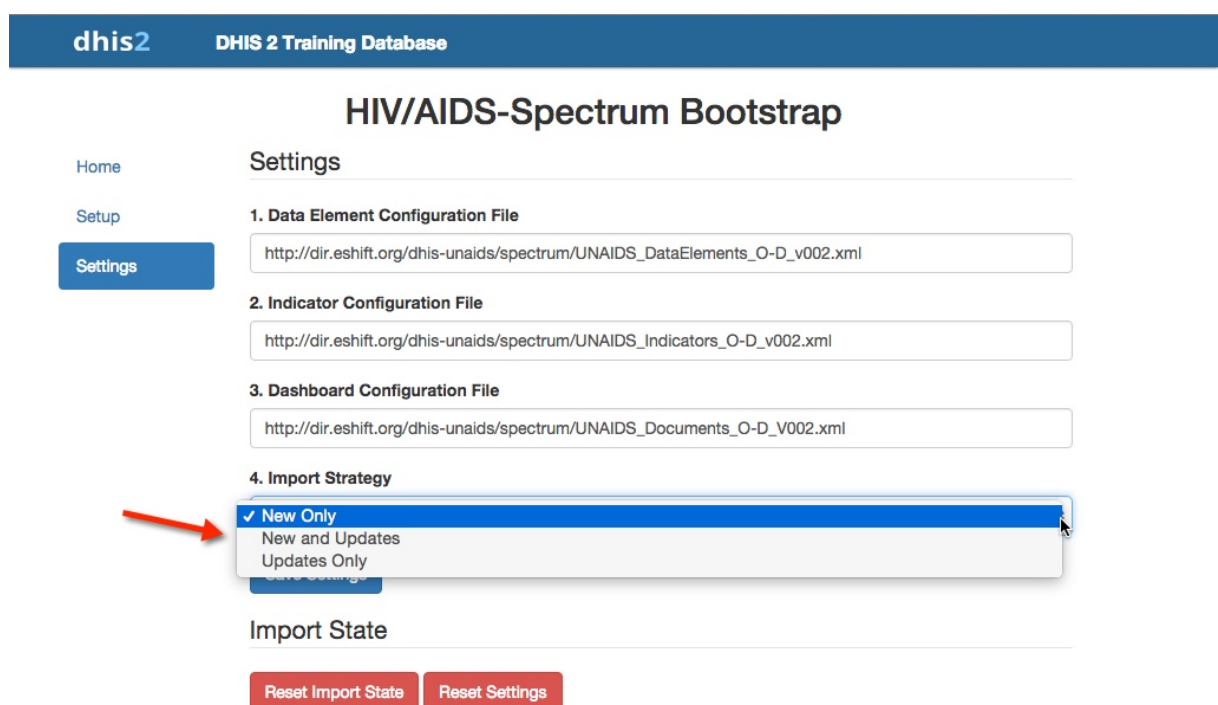
The following provides further details of settings and specifically highlights the implication of changing the 'Import Strategy' (note the WARNING).

The Import Strategy

It is assumed that the DHIS2 Administrator is familiar with the various import strategies available when doing metadata imports with DHIS2. This App takes advantage of these very same strategies.

There are three import strategies available:

1. New Only;
2. New and Updates; and
3. Updates Only



The screenshot shows the 'dhis2 DHIS 2 Training Database' interface. The main heading is 'HIV/AIDS-Spectrum Bootstrap'. On the left, there is a sidebar with 'Home', 'Setup', and 'Settings' (highlighted in blue). The 'Settings' section is active, showing four configuration fields:

- 1. Data Element Configuration File: `http://dir.eshift.org/dhis-unaid/spectrum/UNAIDS_DataElements_O-D_v002.xml`
- 2. Indicator Configuration File: `http://dir.eshift.org/dhis-unaid/spectrum/UNAIDS_Indicators_O-D_v002.xml`
- 3. Dashboard Configuration File: `http://dir.eshift.org/dhis-unaid/spectrum/UNAIDS_Documents_O-D_V002.xml`
- 4. Import Strategy: A dropdown menu is open, showing three options: 'New Only' (selected with a checkmark), 'New and Updates', and 'Updates Only'. A red arrow points to the 'New Only' option.

Below the settings, there is an 'Import State' section with two buttons: 'Reset Import State' and 'Reset Settings'.

Figure 14 – Setting the Import Strategy

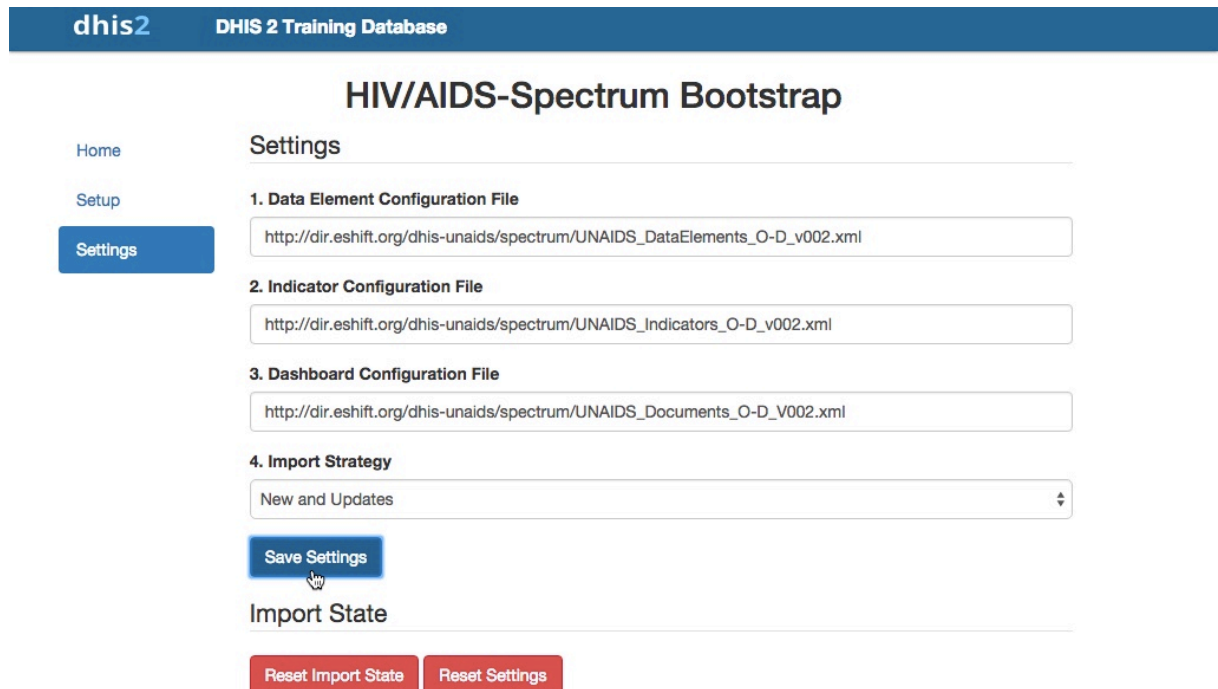
The App will default to 'New Only' whenever the 'Reset Settings' button is pressed. 'New Only' does exactly what it says: if an XML definition file includes items that have already been initiated in DHIS2, they will be ignored, however, any new items in the file, will be initiated.

If the 'New and Updates' or 'Updates Only' Import Strategy is selected, any customisations carried out on previously initiated HIV estimate data elements or indicators (i.e. as per the post-initiation guideline) WILL BE LOST! It may also impact any data that was previously imported, resulting in 'de-linking' or 'orphaning' of the data.

Care should therefore be taken in using these strategies.

Running an Alternative Import Strategy

After selecting an alternative import strategy, save the new settings:



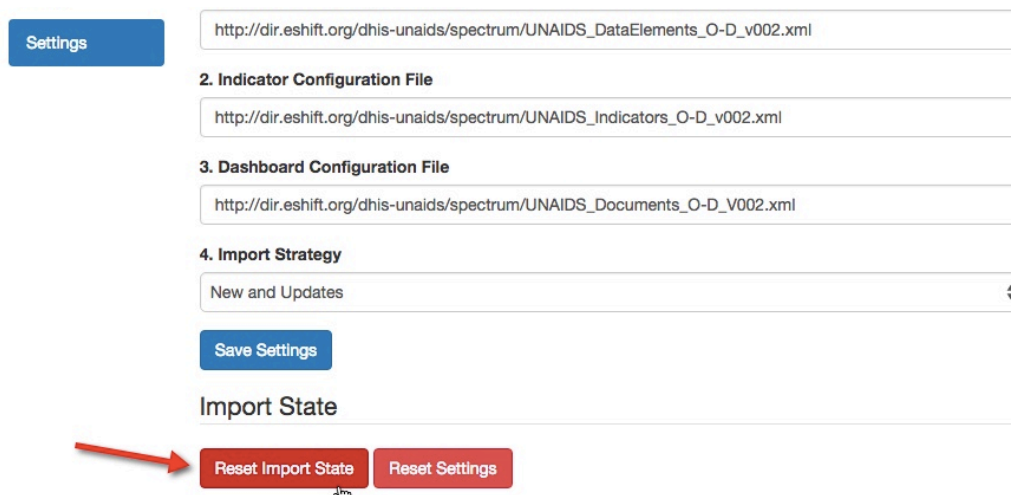
The screenshot shows the DHIS2 Training Database interface for the HIV/AIDS-Spectrum Bootstrap. The left sidebar contains links for Home, Setup, and Settings (which is active). The main content area is titled 'Settings' and contains four configuration sections:

- 1. Data Element Configuration File**:
- 2. Indicator Configuration File**:
- 3. Dashboard Configuration File**:
- 4. Import Strategy**:

Below these sections is a blue 'Save Settings' button, which is highlighted with a mouse cursor. Underneath is the 'Import State' section, which contains two red buttons: 'Reset Import State' and 'Reset Settings'.

Figure 15 – Saving the changes

In the case that DHIS2 administrators delete or significantly alter the HIV estimate data elements or indicators, and wish to re-initialize the setup process, then it is possible to reset the App 'import state'.



This screenshot is similar to Figure 15, showing the same configuration sections. However, a red arrow points to the 'Reset Import State' button in the 'Import State' section, indicating the action to re-initialize the setup process.

Figure 16 – Resetting the Import State

Note: The change of Import Strategy to anything other than 'New Only' will generate a 'warning message' at each step of the Setup.

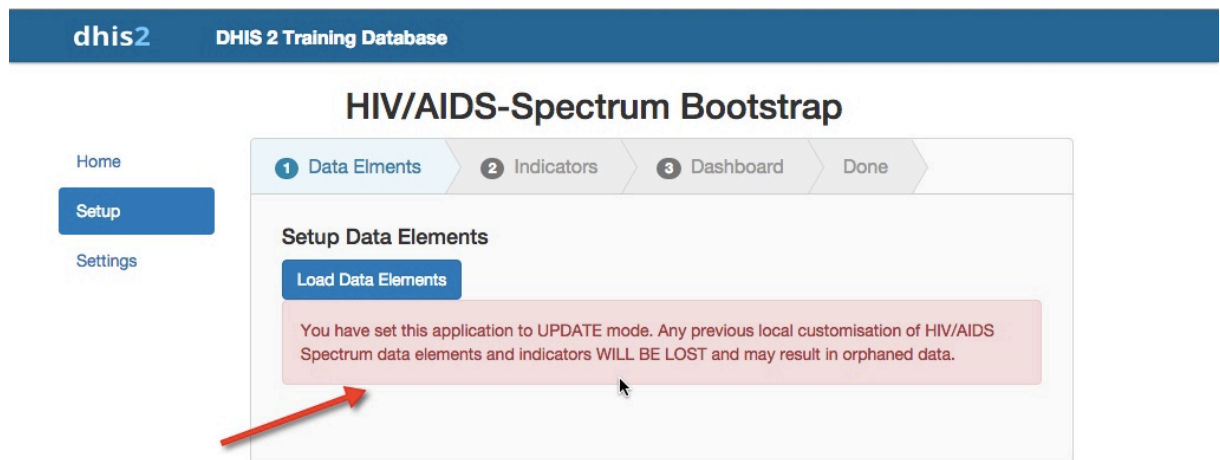


Figure 17 – An Import Strategy of 'New and Updates' or 'Updates Only' causes a warning to display for each step of the Setup process.