



Introduction

“Guide: to show or indicate the way”

The prerequisites

This guide is part of a support package for HIS Managers who want to import and utilise Spectrum derived HIV/AIDS estimates in DHIS2.

The guide assumes that:

1. The HIV-Spectrum Bootstrap Application, available in the DHIS2 Apps store, has been run; and
2. That the ‘post-initiation’ guideline has been followed.¹

Without the above prerequisites, the instructions in this document are not applicable.

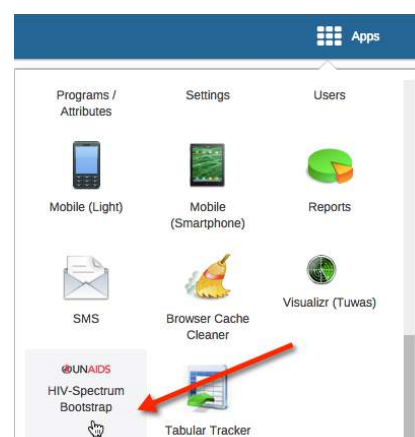


Figure 1: Screen capture of the DHIS2 HIV-Spectrum Bootstrap Application

Who this guide is for

The configuration and administration of DHIS2 is a specialist topic that involves significant prior knowledge. This import guide is not intended for use by those unfamiliar with DHIS2 nor is it intended for the end-users of the HIV/AIDS estimates.

It is intended for DHIS2 administrators who are already familiar with:

- The preparation and import of data into DHIS2;
- The configuration and use of DHIS2 Organizational Hierarchies, Data Elements and Indicators; and
- The identification and extraction of DHIS2 object UIDs.²

¹ The guideline “UNAIDS_DHIS2_Spectrum_Bootstrap_PostInitiation_Guide_V002_EN.pdf”

² Unique Identifiers. Each object in DHIS2 (e.g. an indicator) has a unique ID that can be used by the import mechanism to correctly link imported data with the correct object.

What this guide is intended to achieve

This guide is designed to enable an appropriately trained individual to prepare an extract report (file) from a Spectrum system to a 'DHIS2 ready' status and then initiate the DHIS2 import.

It achieves this by outlining a detailed series of 'steps' supported by screenshots of an actual live import process. A video has also been produced and is part of the associated 'support' package accompanying this guide.

Setting the context

UNAIDS wishes to make its Spectrum³ derived HIV/AIDS estimates more easily available in DHIS2,⁴ an open source analytics platform used widely by Ministries of Health in LIMCs.⁵ Access to these estimates will enable Ministries of Health and other interested parties to visualise them (e.g. on maps, charts and graphs) and to combine them with local data already collected in DHIS2 to generate useful HIV/AIDS indicators.

While the creation of indicators is a uniquely localised process in DHIS2, the fact that Spectrum derived HIV/AIDS estimates are standardised provides an opportunity to partially automate the setup and import of these estimates into DHIS2.

To support the HIV/AIDS estimates setup process, a Bootstrapping App has been made available to the DHIS2 platform that:

- Instantiates a set of standard Spectrum HIV/AIDS data elements
- Instantiates a set of placeholder Indicators that use the Spectrum HIV/AIDS data elements (which need further localisation effort before they can be used)
- Provides access to relevant documentation (including this guideline) from within the DHIS2 platform.

It should be noted that the UIDs of the data elements and indicators instantiated by the Bootstrapping App will be common to all DHIS2 instances where it has been run. This provides opportunities in the future to leverage these indicators due to them being standardised and identifiable objects within any DHIS2 instance. This guide takes advantage of these 'known' UIDs as part of the preparation process necessary for importing data into DHIS2.

³ See <http://www.unaids.org/en/dataanalysis/datatools/spectrumepp2013>

⁴ See <https://www.dhis2.org/>

⁵ Low and Middle Income Countries

The data

The Spectrum HIV/AIDS Estimates consist of a number of ‘data elements’ that are disaggregated by standardised age-brackets, gender, and sub-national geographic breakdowns. To support the widest possible import potential, the ‘data elements’ instantiated during the Bootstrapping (where age brackets are applicable) are handled as separate objects rather than as a single equivalent data element.

Examples of the DHIS2 instantiated data elements include:

- UNAIDS: Estimated number of HIV+ pregnant women
- UNAIDS: Estimated number of people (15+) eligible for ART according to national guidelines
- UNAIDS: Estimated number of people (15-49) eligible for ART according to national guidelines
- UNAIDS: Estimated number of people (<15) eligible for ART according to national guidelines
- UNAIDS: Estimated number of people (15+) living with HIV
- UNAIDS: Estimated number of people (15-49) living with HIV
- UNAIDS: Estimated number of people (<15) living with HIV

The indicators that were instantiated during the Bootstrapping process utilise these data elements as part of their definition along with local data elements specific to a country DHIS2 instance. Examples include:

- UNAIDS: Percentage of all people (15+) living with HIV who are receiving ART
- UNAIDS: Percentage of all people (15-49) living with HIV who are receiving ART
- UNAIDS: Percentage of all people (<15) living with HIV who are receiving ART
- UNAIDS: Percentage of HIV+ pregnant women who receive antiretrovirals to reduce the risk of MTCT
- UNAIDS: Percentage of HIV-exposed infants who received an HIV test
- UNAIDS: Percentage of people (15+) eligible for HIV treatment according to national criteria that are receiving ART
- UNAIDS: Percentage of people (15+) living with HIV who are enrolled in HIV care
- UNAIDS: Percentage of people (15-49) eligible for HIV treatment according to national criteria that are receiving ART
- UNAIDS: Percentage of people (15-49) living with HIV who are enrolled in HIV care
- UNAIDS: Percentage of people (<15) eligible for HIV treatment according to national criteria that are receiving ART
- UNAIDS: Percentage of people (<15) living with HIV who are enrolled in HIV care

Using the guide

The steps outlined in the next section ‘follow’ a real-life data preparation session based on a Spectrum HIV/AIDS estimates extract. The data used in the guide is real data, but has been anonymized by replacing the country label in the extract file with the fictional label of the training country used by DHIS2 trainers.

The DHIS2 training country, called ‘TrainingLand’ is a fully articulated country with sub-national regions, districts and facilities and a serious of standardized WHO recommended routine indicators.

All screenshots and data in this and the accompanying documents use TrainingLand as the nominal country for demonstration purposes.

This Guide is equally applicable to:

1. List extracts from versions of the Spectrum application up to and including September 2015⁶; and
2. DHIS2 compatible Spectrum extracts that implement the newer DHIS2 export functionality.

For extracts of type 1, the reader should start at Step 1 of the Guide, while for extracts of type 2, the reader can start at Step 5d (since this new extract function sets up common UIDs and correctly specifies DHIS2 compatible column names and column orders).

⁶ Build Number xx, Version Number yy



The Guide

Protocol for making a DHIS2 import-ready file

Step 1 – Open the extract file

There are a number of Spectrum extract file formats. The one most closely resembling the format the DHIS2 needs for import is known as the list format. The filename will normally have *DataList* appended to it.

The file will have the Spectrum Version Number in the first cell (A1), and consist of six columns of data. Each row is a single estimate for a specific location, gender and age-bracket combo (where appropriate).

File name	Subnational	Country	Indicator	Year	Estimate
\2014 Estim; Food Region TrainingLand Total popula				1981	53549676
\2014 Estim; Food Region TrainingLand Total popula				1982	54713256
\2014 Estim; Food Region TrainingLand Total popula				1983	55904304
\2014 Estim; Food Region TrainingLand Total popula				1984	57123516
\2014 Estim; Food Region TrainingLand Total popula				1985	58371572
\2014 Estim; Food Region TrainingLand Total popula				1986	59649220
\2014 Estim; Food Region TrainingLand Total popula				1987	60957208
\2014 Estim; Food Region TrainingLand Total popula				1988	62296280
\2014 Estim; Food Region TrainingLand Total popula				1989	63667232
\2014 Estim; Food Region TrainingLand Total popula				1990	65070868
\2014 Estim; Food Region TrainingLand Total popula				1991	66508008
\2014 Estim; Food Region TrainingLand Total popula				1992	67390824
\2014 Estim; Food Region TrainingLand Total popula				1993	68292008
\2014 Estim; Food Region TrainingLand Total popula				1994	69211944
\2014 Estim; Food Region TrainingLand Total popula				1995	70151016
\2014 Estim; Food Region TrainingLand Total popula				1996	71109616
\2014 Estim; Food Region TrainingLand Total popula				1997	72088136
\2014 Estim; Food Region TrainingLand Total popula				1998	73087024
\2014 Estim; Food Region TrainingLand Total popula				1999	74106672
\2014 Estim; Food Region TrainingLand Total popula				2000	75147512
\2014 Estim; Food Region TrainingLand Total popula				2001	76210000
\2014 Estim; Food Region TrainingLand Total popula				2002	76904872
\2014 Estim; Food Region TrainingLand Total popula				2003	77631256
\2014 Estim; Food Region TrainingLand Total popula				2004	78389848
\2014 Estim; Food Region TrainingLand Total popula				2005	79181344
\2014 Estim; Food Region TrainingLand Total popula				2006	80006512
\2014 Estim; Food Region TrainingLand Total popula				2007	80866128
\2014 Estim; Food Region TrainingLand Total popula				2008	81760984
\2014 Estim; Food Region TrainingLand Total popula				2009	82691912
\2014 Estim; Food Region TrainingLand Total popula				2010	83659800
\2014 Estim; Food Region TrainingLand Total popula				2011	84665528
\2014 Estim; Food Region TrainingLand Total popula				2012	85305008

Figure 2 – Initial opening of a Spectrum HIV/AIDS Estimate extract file (list format)

Step 2 – Copy the original sheet

It is important to be able to refer to the original import data. To assist in the 'preparation' process, create a copy of the original sheet. Call the sheets:

1. Raw Data (for the original sheet);
2. 'Data Elimination' (for the copied sheet);

Expand the columns of the copied sheet so the values are readable. Note that the 'Indicator' column includes the details of the age-bracket and gender, while the 'population' is represented by two columns – 'Country' and 'Subnational region'.

File name	Subnational region	Country	Indicator	Year	Estimate
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1981	0
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1982	22
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1983	63
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1984	125
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1985	222
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1986	391
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1987	693
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1988	1226
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1989	2168
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1990	3824
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1991	6710
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1992	11639
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1993	19558
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1994	31639
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1995	48723
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1996	70749
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1997	96603
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1998	123951
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	1999	148992
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2000	168919
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2001	182519
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2002	190217
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2003	191930
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2004	189701
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2005	184708
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2006	177934
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2007	170303
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2008	163042
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2009	156462
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2010	150804
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2011	146107
\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female	2012	142412

Figure 3 – Create a copy of the original sheet

Step 3 – Eliminate Totals

The standard Spectrum extract format includes Population Totals, as well as Totals for each combination of disaggregation's (e.g. the totals for male + female for all age-brackets for a give indicator). Totals are also included for each sub-region as well as a national total.

Since DHIS2 only requires data at the lowest level of granularity (i.e. the disaggregated values), it is not necessary to import indicator totals. DHIS2 will automatically generate aggregates as part of its standard data warehouse capability.

Step 3a – Delete all population rows

Population data placeholders are not initiated in the initial release of the bootstrapping application, therefore these population estimates can be eliminated.

Delete all Total Population rows (subnational and national).

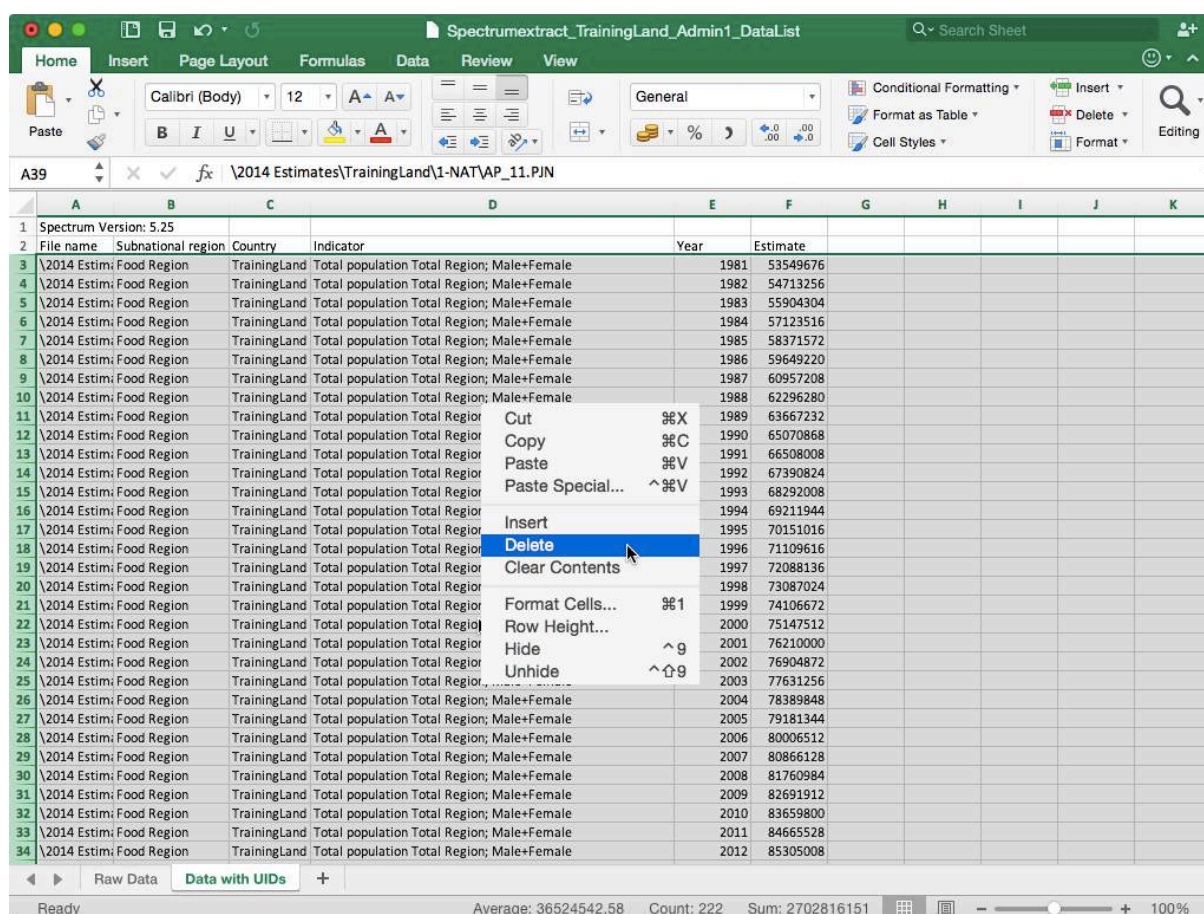


Figure 4 – Search for and delete all rows containing Total Population data

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Make sure to identify and delete the disaggregated Totals as well!

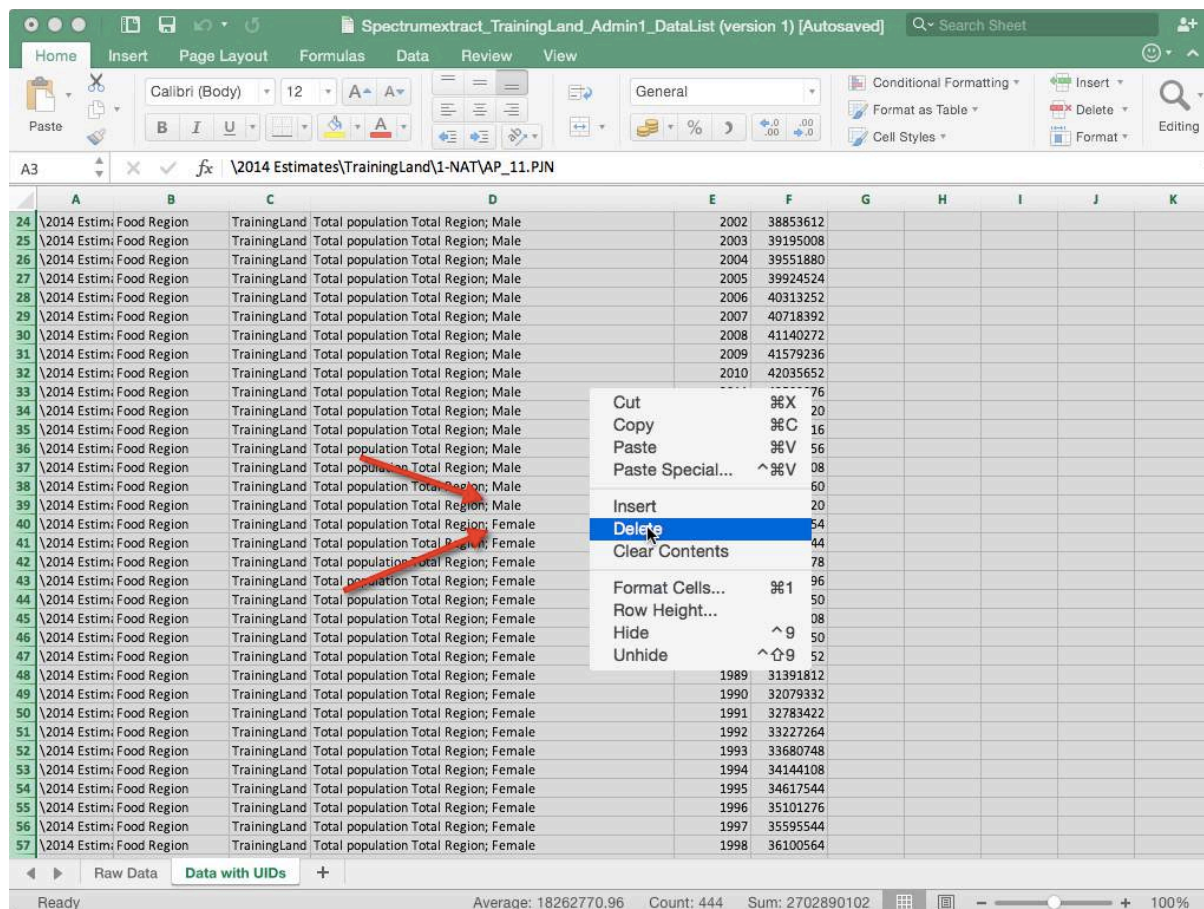


Figure 5 – Delete all disaggregated 'Total' population data as well, e.g. Male, Female totals.

In the sample file used for this Guide, the following Population rows were also identified and eliminated:

- Population aged 0-4 Total Region; Male
- Population aged 0-4 Total Region; Female
- Population aged 5-14 Total Region; Male
- Population aged 5-14 Total Region; Female
- Population aged 15-24 Total Region; Male
- Population aged 15-24 Total Region; Female
- Population aged 15-64 Total Region; Male
- Population aged 15-64 Total Region; Female
- Population aged 65+ Total Region; Male
- Population aged 65+ Total Region; Female

Leaving

- HIV population (15-49) Total Region; Female
- HIV population (15-49) Total Region; Male

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- HIV population (15+) Total Region; Female
- HIV population (15+) Total Region; Male
- Mothers needing PMTCT Total Region; Female
- Calculated number needing adult ART (Dec 31) Female
- Calculated number needing adult ART (Dec 31) Male

Note that while the word ‘Total’ is still in the label for the indicator, these are in fact disaggregated estimates (by age-bracket, gender and subnational grouping).

Step 4 – Copy the Data Elimination Sheet

As a precursor to the next step, copy the Data Elimination Sheet (after elimination of Totals rows in the previous Step) to a new sheet called Data UIDs.

	A	B	C	D	E	F	G	H	I	J	K
1	Spectrum	ersion: 5.25									
2	File name	Subnational region	Country	Indicator	Year	Estimate					
3	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1981	0						
4	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1982	22						
5	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1983	63						
6	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1984	125						
7	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1985	222						
8	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1986	391						
9	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1987	693						
10	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1988	1226						
11	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1989	2168						
12	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1990	3824						
13	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1991	6710						
14	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1992	11639						
15	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1993	19558						
16	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1994	31639						
17	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1995	48723						
18	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1996	70749						
19	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1997	96603						
20	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1998	123951						
21	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	1999	148992						
22	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2000	168919						
23	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2001	182519						
24	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2002	190217						
25	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2003	191930						
26	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2004	189701						
27	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2005	184708						
28	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2006	177934						
29	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2007	170303						
30	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2008	163042						
31	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2009	156462						
32	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2010	150804						
33	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2011	146107						
34	\2014 Estimi; Food Region	TrainingLand	HIV population (15-49) Total Region; Female	2012	142412						

Figure 6 – Copy Data Elimination sheet (after removal of total rows) to a new sheet labelled Data UIDs.

Step 5 – Replace Indicator labels with UIDs

Each 'indicator' in the Spectrum file should match with one of the DHIS2 'data elements' that were setup during the Bootstrapping initiation process. Each of the DHIS2 data elements has a unique UID. The preferred import process for DHIS2 is to identify each item in the import file with a UID to ensure data is properly linked to the right data element.

Step 5a – Identify the data element UIDs.

The process below shows the manual process of identifying the data element UIDs. While some of the UIDs are already known (since they were standardized as part of the bootstrapping process), other UIDs are unique to the DHIS2 instance and must be identified manually.

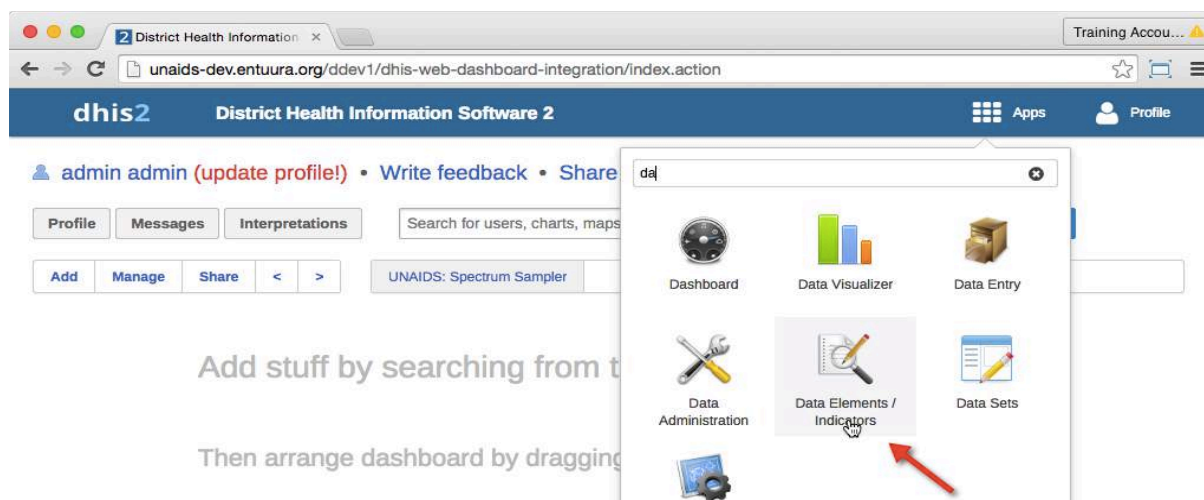


Figure 7 - Select the Data-Element/Indicators DHIS2 App

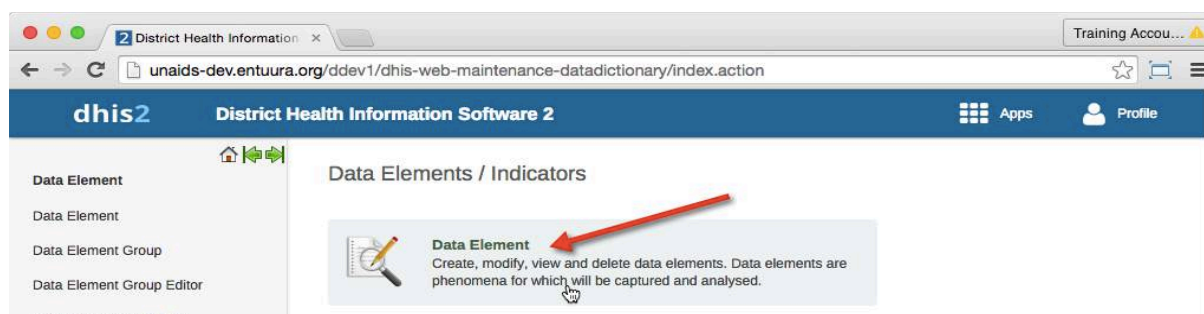


Figure 8 - Select the Data Element option

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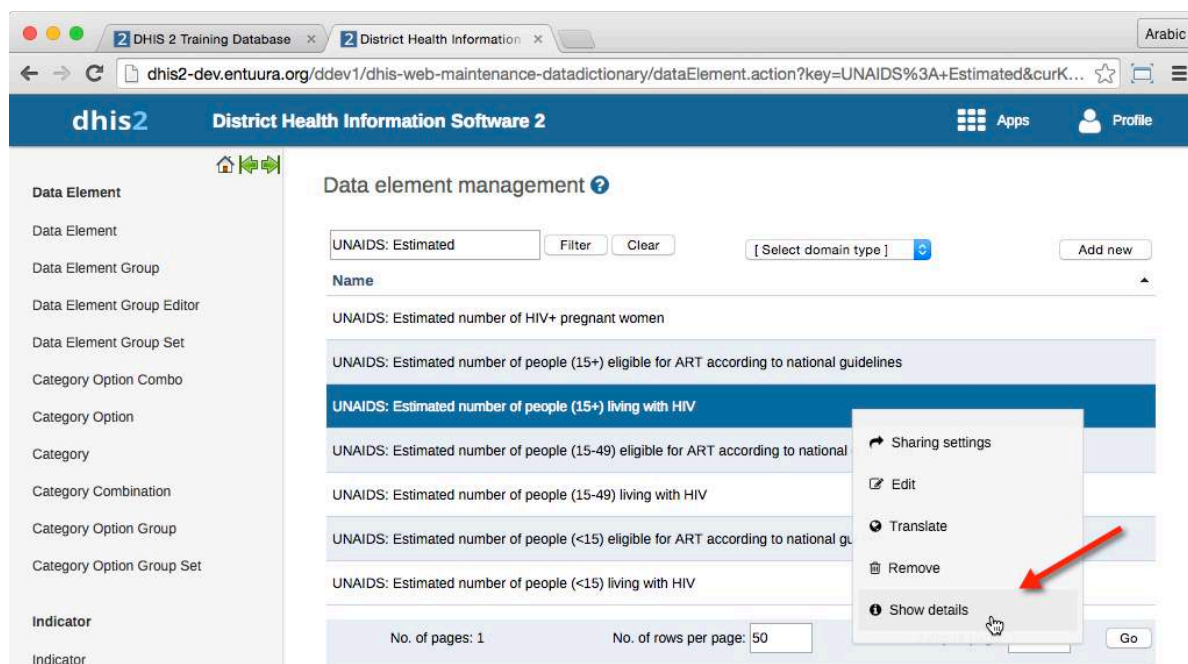


Figure 9 - Find in the list of data elements those beginning with 'UNAIDS: ...' and click on the appropriate data-element. From the displayed dropdown menu, select 'Show details'

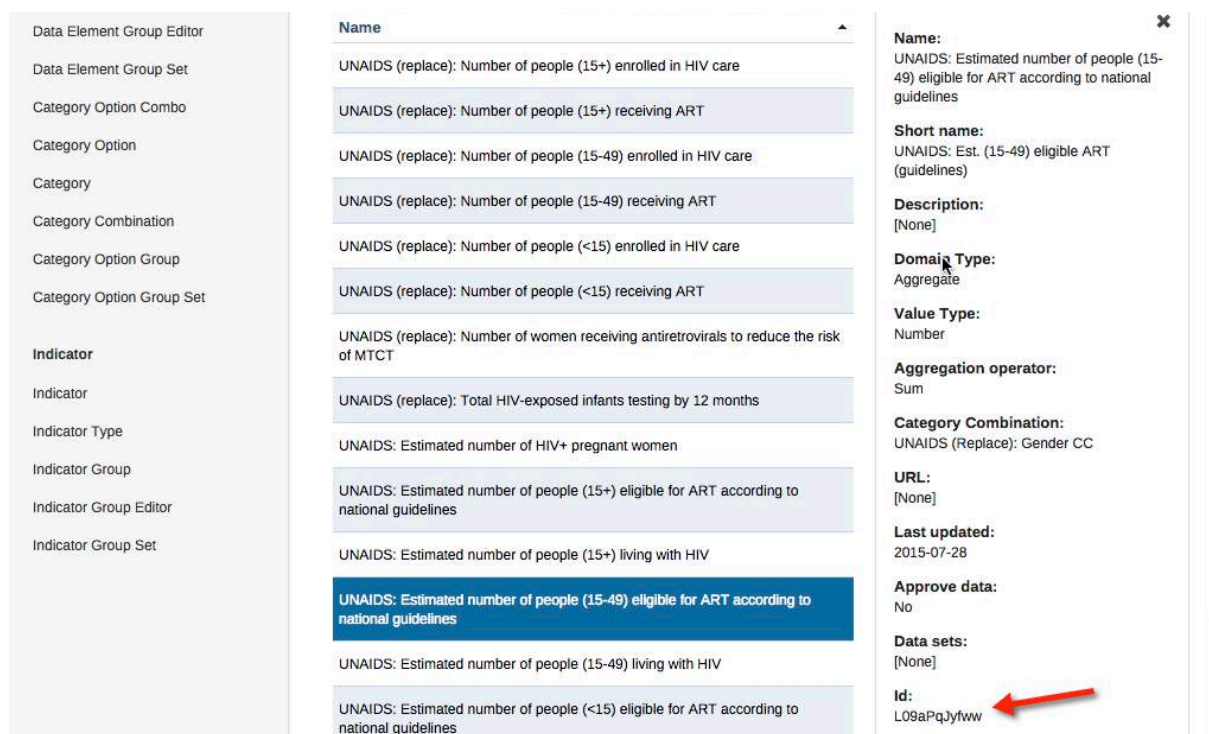


Figure 10 - Note down the Id for the specific data element. It will be used in the import spreadsheet.

Note: The known Spectrum Data Element UIDs are available in the appendix. It will be necessary to still use the above method to identify local country instance gender and subnational region UIDs.

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Step 5b – Insert 2 new columns

Each Indicator in the spreadsheet is represented in DHIS2 by at least 1 and sometimes more UIDS in DHIS2. One UID must always be present (the one representing the indicator) while the other UID will represent disaggregation (e.g. gender).

To support these UIDS, insert two new columns into the 'Data UIDS' sheet:

1. 'dataelement'; and
2. 'categoryoptioncombo'

These labels are important as they are used as placeholders to identify which columns hold the data needed by DHIS2, and the meaning of the columns.

	A	B	C	D	E	F	G	H	I	J	K
1	Spectrum version: 5.25										
2	File name	Subnational region	Country	Indicator	dataelement	categoryoptioncombo	Year	Estimate			
3	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1981	0			
4	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1982	22			
5	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1983	63			
6	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1984	125			
7	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1985	222			
8	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1986	391			
9	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1987	693			
10	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1988	1226			
11	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1989	2168			
12	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1990	3824			
13	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1991	6710			
14	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1992	11639			
15	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1993	19558			
16	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1994	31639			
17	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1995	48723			
18	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1996	70749			
19	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1997	96603			
20	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1998	123951			
21	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			1999	148992			
22	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2000	168919			
23	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2001	182519			
24	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2002	190217			
25	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2003	191930			
26	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2004	189701			
27	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2005	184708			
28	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2006	177934			
29	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2007	170303			
30	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2008	163042			
31	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2009	156462			
32	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2010	150804			
33	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2011	146107			
34	\2014 Estim; Food Region	TrainingLand		HIV population (15-49) Total Region; Female			2012	142412			

Step 5c – Insert the matching ‘dataelement’ UUIDs for all Indicators

Note that the same UID will be used across various combinations of disaggregation (e.g. in the example below, the same UID has been used across the subnational regions and for the male/female gender), as the same conceptual ‘indicator’ is being referred to in all rows.

Other columns (e.g. the categoryoptioncombo) will be used to further identify the specific gender disaggregation being referred to.

	A	B	C	D	E	F	G	H	I	J	K
209	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2003	60				
210	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2004	77				
211	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2005	98				
212	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2006	124				
213	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2007	158				
214	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2008	201				
215	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2009	255				
216	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2010	324				
217	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2011	412				
218	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2012	524				
219	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2013	645				
220	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2014	814				
221	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2015	1021				
222	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2016	1266				
223	2014 Estim; Animal Region	TrainingLand	HIV population (15+) Total Region; Female	xaihkvcbj4f		2017	1574				
224	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1981	0				
225	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1982	75				
226	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1983	205				
227	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1984	390				
228	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1985	663				
229	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1986	1116				
230	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1987	1881				
231	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1988	3167				
232	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1989	5338				
233	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1990	8990				
234	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1991	15096				
235	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1992	25095				
236	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1993	40559				
237	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1994	63278				
238	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1995	94236				
239	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1996	133409				
240	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1997	178488				
241	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1998	224297				
242	2014 Estim; Food Region	TrainingLand	HIV population (15+) Total Region; Male	xaihkvcbj4f		1999	265156				

Figure 11 - Insert into the ‘dataelement’ column the relevant UID representing the specified Indicator

Step 5d – Insert the local gender UUIDs (specific to the local instance)

Several of the Spectrum data elements in the import file are disaggregated by gender. It is necessary to identify the UID for the Male and Female Combinations in DHIS2 and insert them into the categoryoptioncombo column as appropriate (using the indicator ‘label’ as the guide to which UID goes in which row).

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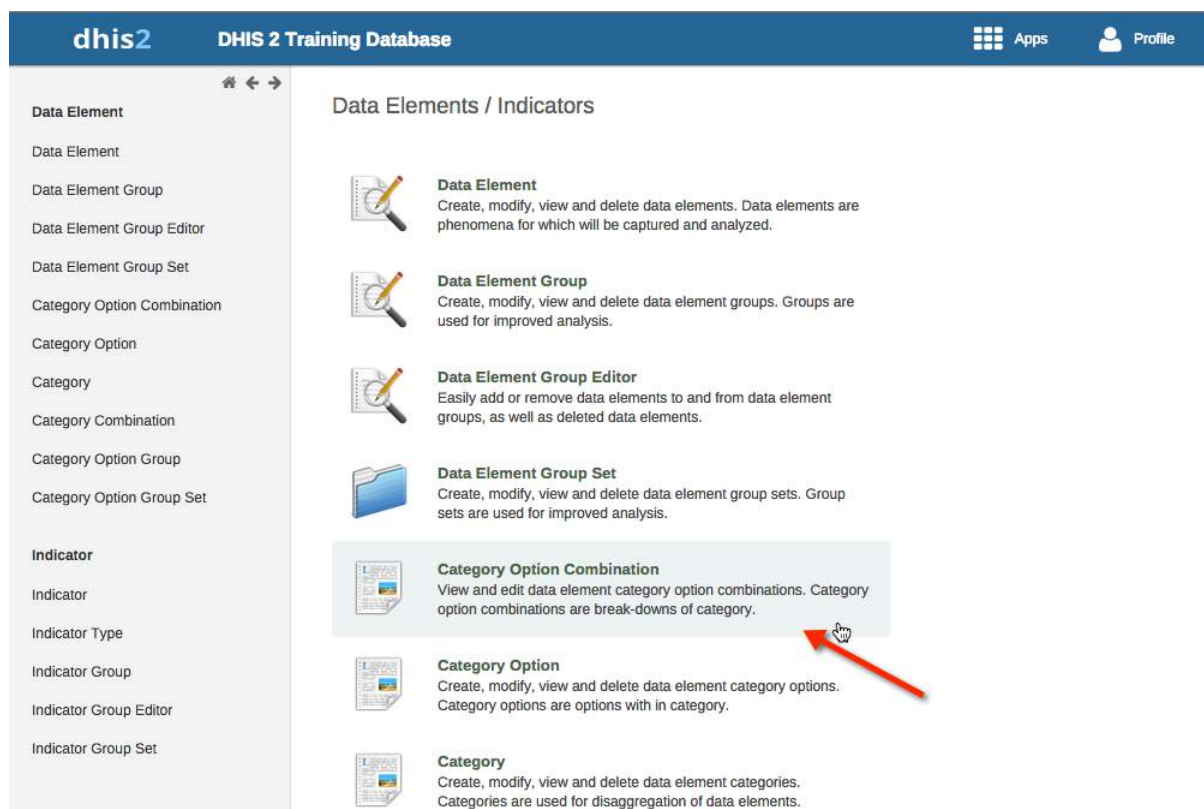


Figure 12 – Select the Category Option Combination menu item under 'Data Elements' in DHIS2

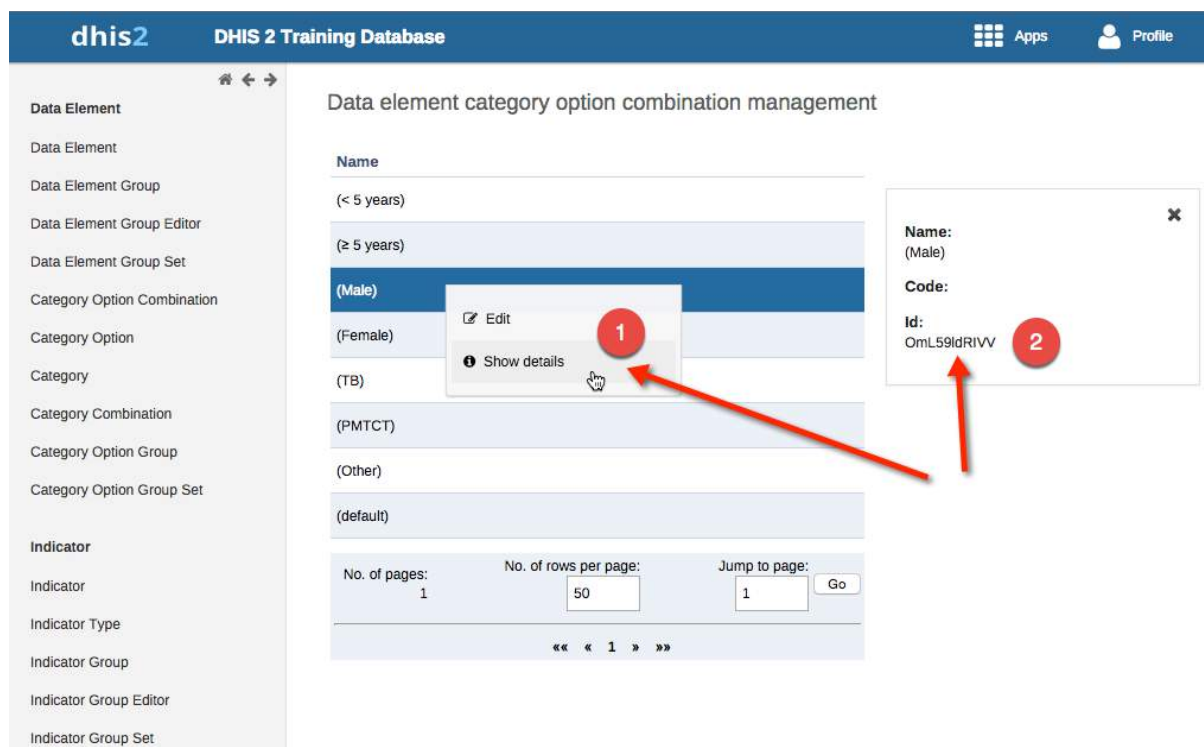


Figure 13 – 1. 'Show Details' of the Male/Female Category Option Combination; and 2. Copy the IDs

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	A	B	C	D	E	F	G	H	I	J	K
54	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	1996	11				
55	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	1997	14				
56	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	1998	18				
57	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	1999	23				
58	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2000	29				
59	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2001	37				
60	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2002	47				
61	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2003	59				
62	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2004	76				
63	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2005	96				
64	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2006	122				
65	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2007	155				
66	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2008	197				
67	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2009	250				
68	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2010	318				
69	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2011	404				
70	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2012	513				
71	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2013	631				
72	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2014	796				
73	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2015	999				
74	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2016	1237				
75	\2014 Estim; Animal Region	TrainingLand	HIV population (15-49) Total Region; Female	rhXstKVfVwj	LwoUpOaVGnN	2017	1538				
76	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1981	0				
77	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1982	74				
78	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1983	201				
79	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1984	383				
80	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1985	649				
81	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1986	1092				
82	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1987	1840				
83	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1988	3097				
84	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1989	5220				
85	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1990	8791				
86	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1991	14765				
87	\2014 Estim; Food Region	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfVwj	OmL59ldRIVV	1992	24545				

Figure 14 - Insert into the 'categoryoptioncombo' column the relevant UID representing the specified gender

Step 6 – Insert an Organizational Unit Column, identify and insert the appropriate UID for the given Country/Sub-national Level

The Spectrum extract files represents location for the given estimate by Country and Subnational Region columns. In DHIS2, a single object (UID) represents a location, and they are arranged into what is called an organizational hierarchy. It should be noted that in most DHIS2 country instances, the breakdown of the geographical hierarchies mirrors the typical geopolitical hierarchies of the country (e.g. national, regional, district etc.).

It is assumed that the Spectrum extract will also use an identical breakdown, though the 'labels' between the two systems are likely to have different spellings. The task at this stage is to 'match' the Subnational Region in the Spectrum file with the equivalent organizational unit in the DHIS2 hierarchy, and extract the UIDs to ensure correct 'linking' of estimates during import.

The task is similar to previous steps (i.e. find UIDs and insert as appropriate in the Spectrum extract file).

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Step 6a – Insert an ‘orgunit’ column.

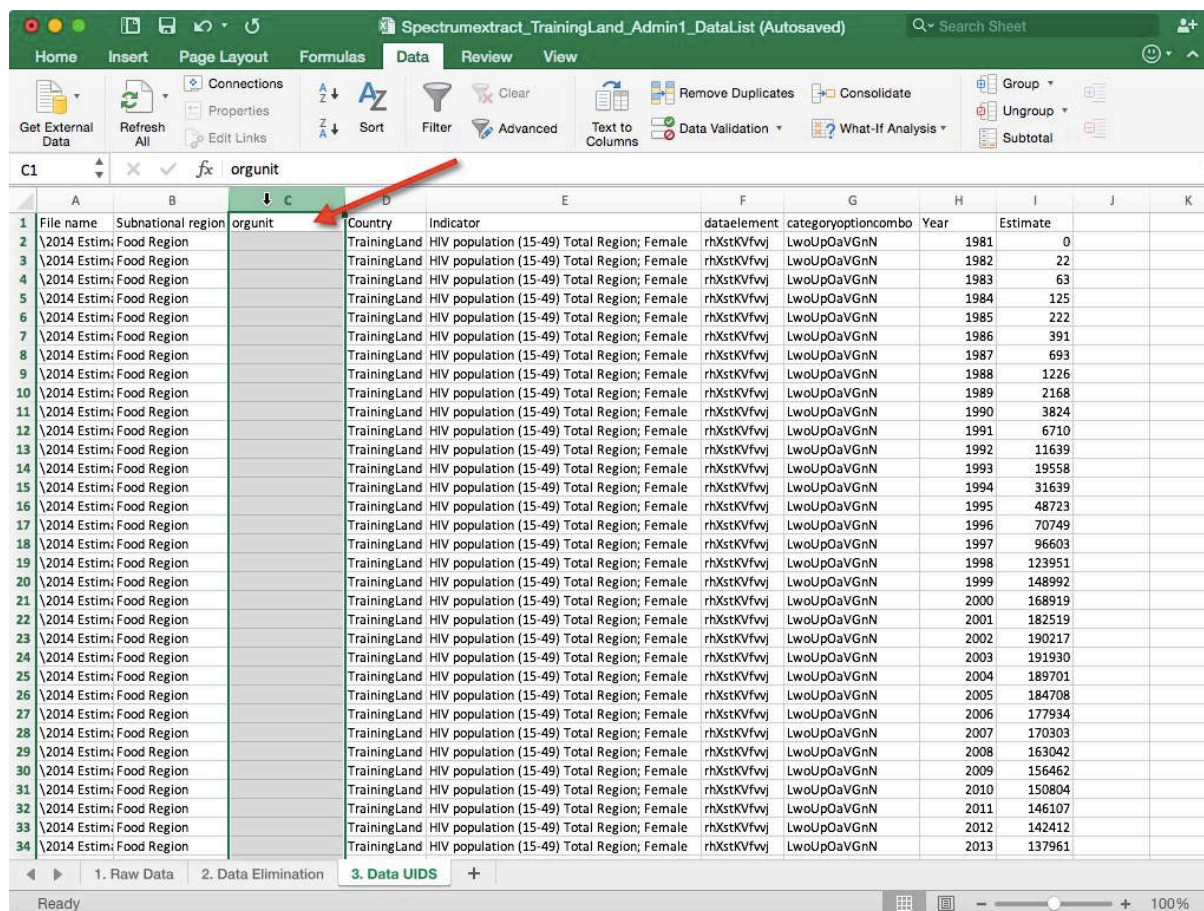


Figure 15 – Insert an ‘orgunit’ column between ‘Subnational Region’ and ‘Country’

Step 6b – Select the ‘Organisational Units’ App and Menu Item.



Figure 16 – Select the ‘Organisation Units’ app from the Apps menu in DHIS2



Figure 17 – Select the Organisational Unit menu item to display the Organisational Hierarchy

Step 6c – Identify UUIDs for each Subnational Region listed in the Extract

In our example, we've used the 'TrainingLand' demo country. On the left-hand side of the screen highlight the 'top' item in the geographical tree (normally the country name). When you do this, the item you clicked on will turn orange and list the 'children' in the main working area. When you click on one of these 'children', the 'show details' menu item will allow you to obtain the UUID for that specific child (region).

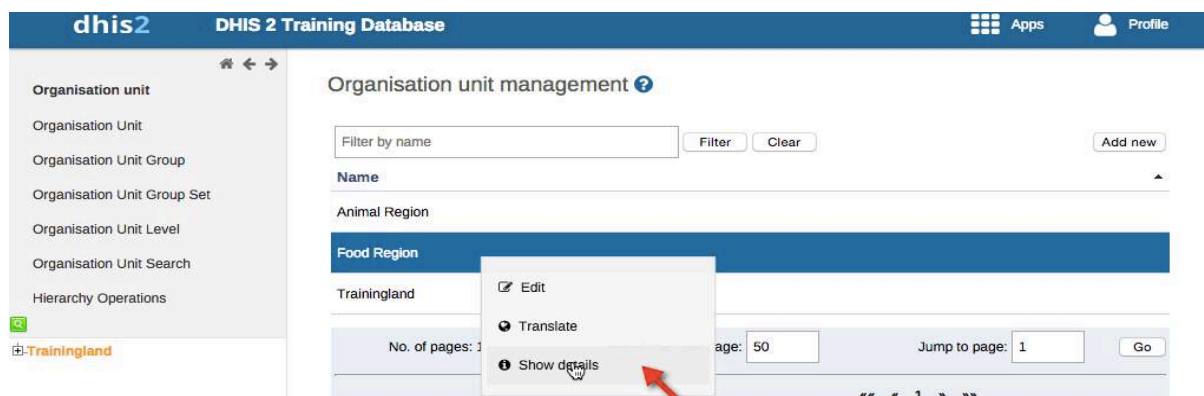


Figure 18 – Highlight the 'country' item at the left (turns orange), then 'Show details' of the subnational region of interest in the main area of the screen.

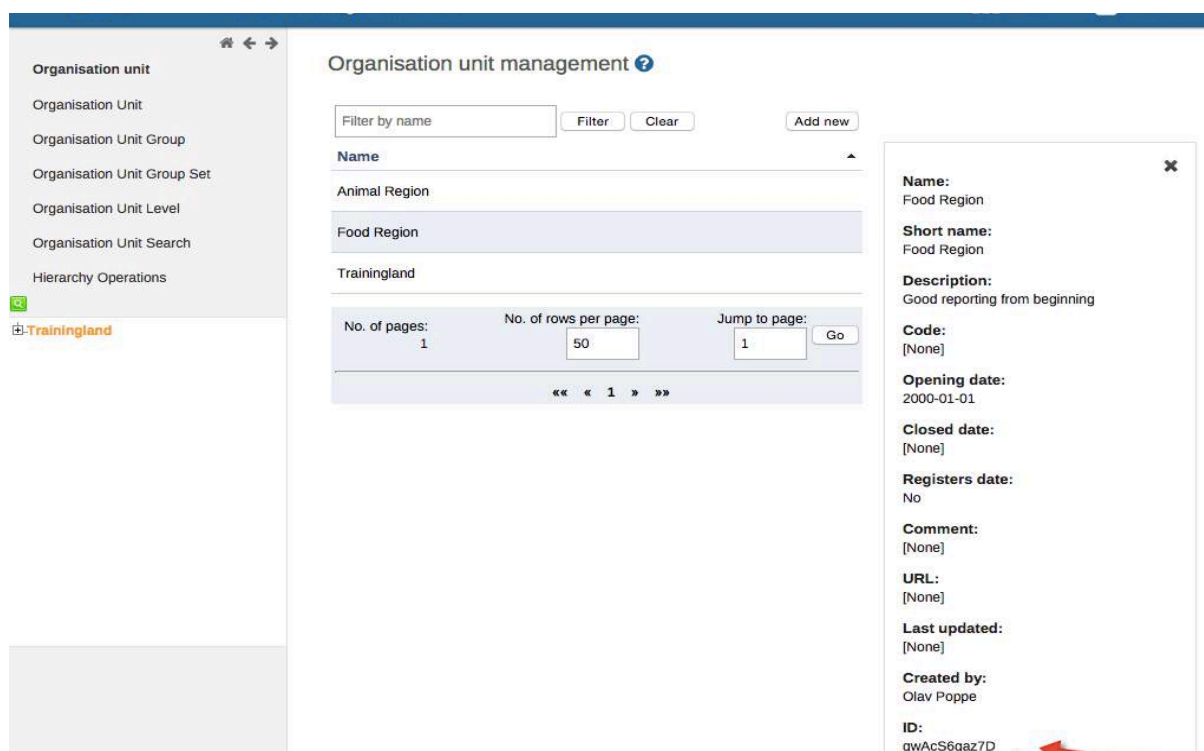


Figure 19 – Copy the desired ID

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	A	B	C	D	E	F	G	H	I	J	K
131	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	1999	47		
132	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2000	57		
133	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2001	71		
134	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2002	87		
135	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2003	109		
136	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2004	136		
137	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2005	171		
138	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2006	214		
139	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2007	269		
140	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2008	339		
141	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2009	427		
142	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2010	537		
143	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2011	674		
144	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2012	849		
145	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2013	1042		
146	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2014	1312		
147	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2015	1643		
148	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2016	2032		
149	2014	Estimate: Animal Region	z9LooErgkP	TrainingLand	HIV population (15-49) Total Region; Male	rhXstKVfwj	OmL59ldRIVV	2017	2522		
150	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1981	0		
151	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1982	23		
152	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1983	64		
153	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1984	127		
154	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1985	225		
155	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1986	397		
156	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1987	703		
157	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1988	1242		
158	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1989	2197		
159	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1990	3876		
160	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1991	6801		
161	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1992	11797		
162	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1993	19826		
163	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1994	32082		
164	2014	Estimate: Food Region	gwAcS6gaz7D	TrainingLand	HIV population (15+) Total Region; Female	xAihKvCbJ4F	LwoUpOaVGnN	1995	49426		

Figure 20 – Insert the appropriate UIDs into the 'Orgunit' Column, using the 'Subnational Region' labels as a guide.

Step 7 – Sort columns into the appropriate order ready for import.

The following sub-steps should be executed resulting in a final DHIS2 import-ready extract file.

Step 7a – Do a final check then copy to new sheet

After a final check that all 'Indicator' labels have an equivalent 'data element' ID, that 'Indicator' labels that have gender have an equivalent 'categoryoptioncombo' ID, and that every 'Subnational region' label has an equivalent 'Orgunit' ID, copy the worksheet you've been working on to a new sheet and call it '4. Data Order'.

Step 7b – Change the following column names

- 'Year' becomes 'period'
- 'Estimate' becomes 'value'
- 'Filename' becomes 'comment'

Step 7c - Delete Extraneous Columns

- Delete 'Subnational region' and 'Country' columns
- Delete the 'Indicator' column

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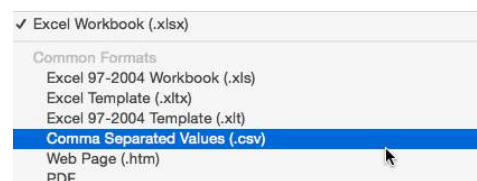
Step 7d - Arrange columns in following order (insert blank columns as necessary):

1. dataelement,
2. period,
3. orgunit,
4. categoryoptioncombo,
5. attributeoptioncombo (*blank*),
6. value,
7. storedby (*blank*),
8. timestamp (*blank*),
9. comment,
10. followup (*blank*)

	1	2	3	4	5	6	7	8	9	10
	dataelement	period	orgunit	categoryoptioncombo	attributeoptioncombo	value	storedby	timestamp	comment	followup
1	rhXstKVfwj	1981	gwAcS6gaz7D	LwoUpOaVGnN		0				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
2	rhXstKVfwj	1982	gwAcS6gaz7D	LwoUpOaVGnN		22				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
3	rhXstKVfwj	1983	gwAcS6gaz7D	LwoUpOaVGnN		63				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
4	rhXstKVfwj	1984	gwAcS6gaz7D	LwoUpOaVGnN		125				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
5	rhXstKVfwj	1985	gwAcS6gaz7D	LwoUpOaVGnN		222				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
6	rhXstKVfwj	1986	gwAcS6gaz7D	LwoUpOaVGnN		391				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
7	rhXstKVfwj	1987	gwAcS6gaz7D	LwoUpOaVGnN		693				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
8	rhXstKVfwj	1988	gwAcS6gaz7D	LwoUpOaVGnN		1226				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
9	rhXstKVfwj	1989	gwAcS6gaz7D	LwoUpOaVGnN		2168				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
10	rhXstKVfwj	1990	gwAcS6gaz7D	LwoUpOaVGnN		3824				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
11	rhXstKVfwj	1991	gwAcS6gaz7D	LwoUpOaVGnN		6710				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
12	rhXstKVfwj	1992	gwAcS6gaz7D	LwoUpOaVGnN		11639				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
13	rhXstKVfwj	1993	gwAcS6gaz7D	LwoUpOaVGnN		19558				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
14	rhXstKVfwj	1994	gwAcS6gaz7D	LwoUpOaVGnN		31639				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
15	rhXstKVfwj	1995	gwAcS6gaz7D	LwoUpOaVGnN		48723				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
16	rhXstKVfwj	1996	gwAcS6gaz7D	LwoUpOaVGnN		70749				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
17	rhXstKVfwj	1997	gwAcS6gaz7D	LwoUpOaVGnN		96603				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
18	rhXstKVfwj	1998	gwAcS6gaz7D	LwoUpOaVGnN		123951				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
19	rhXstKVfwj	1999	gwAcS6gaz7D	LwoUpOaVGnN		148992				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
20	rhXstKVfwj	2000	gwAcS6gaz7D	LwoUpOaVGnN		168919				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
21	rhXstKVfwj	2001	gwAcS6gaz7D	LwoUpOaVGnN		182519				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
22	rhXstKVfwj	2002	gwAcS6gaz7D	LwoUpOaVGnN		190217				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
23	rhXstKVfwj	2003	gwAcS6gaz7D	LwoUpOaVGnN		191930				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
24	rhXstKVfwj	2004	gwAcS6gaz7D	LwoUpOaVGnN		189701				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
25	rhXstKVfwj	2005	gwAcS6gaz7D	LwoUpOaVGnN		184708				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
26	rhXstKVfwj	2006	gwAcS6gaz7D	LwoUpOaVGnN		177934				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
27	rhXstKVfwj	2007	gwAcS6gaz7D	LwoUpOaVGnN		170303				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
28	rhXstKVfwj	2008	gwAcS6gaz7D	LwoUpOaVGnN		163042				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
29	rhXstKVfwj	2009	gwAcS6gaz7D	LwoUpOaVGnN		156462				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
30	rhXstKVfwj	2010	gwAcS6gaz7D	LwoUpOaVGnN		150804				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
31	rhXstKVfwj	2011	gwAcS6gaz7D	LwoUpOaVGnN		146107				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
32	rhXstKVfwj	2012	gwAcS6gaz7D	LwoUpOaVGnN		142412				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
33	rhXstKVfwj	2013	gwAcS6gaz7D	LwoUpOaVGnN		137961				\2014 Estimates\TrainingLand\1-NAT\AP_11.PJN
34	rhXstKVfwj									

Figure 21 – Import ready version of the Spectrum Extract file

Step 8 – Save the final sheet as a CSV formatted file



Importing and Testing

Protocol for importing and testing the Spectrum

Step 1 – Go to the Import-Export App in DHIS2

DHIS2 has a comprehensive data and metadata import and export capability built into the Administrative front-end of the system. Imports of data into DHIS2 can occur in several formats (JSON, XML, CSV etc.), and CSV is the format we've selected in this Guide (because of the ease and familiarity most people have with MS Excel).

Step 1a – Go to the Import-Export App and select Data Import

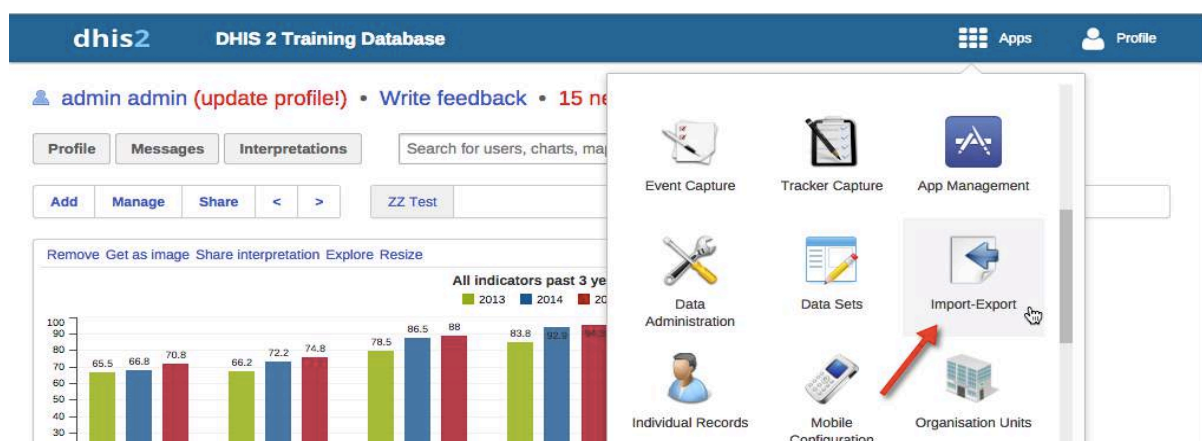


Figure 22 – Use the DHIS2 'Apps' menu item to locate the 'Import-Export' App



Figure 23 – Select the 'Data Import' item

The Data Import screen will then appear.

Step 2 – Do a ‘Dry Run’ import test

The ‘Dry Run’ option allows you to run the full process of import (with all its internal checks and balances) without actually importing the data. This is an important step, because it highlights any rows of data that will be rejected amongst other errors in the data.

The most common error will be an incorrect UID (i.e. the value doesn’t exist or could not be found in DHIS2). This row would be rejected because it cannot be successfully linked to the specified Organisation Unit, Data Element, or Disaggregation (i.e. gender ID).

Step 2a – Adjust the Data Import Parameters

The starting screen should look similar to the image below.

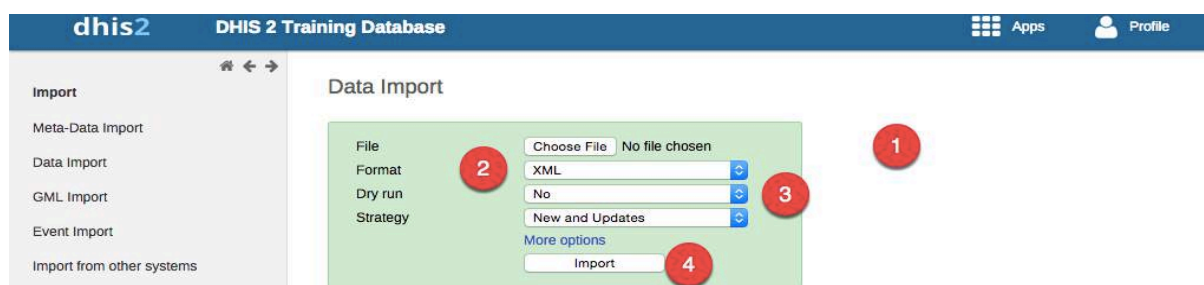


Figure 24 – Starting Point for Data Import Screen

From the starting point highlighted above, do the following

1. Select the CSV file created as a result of the steps in Section 2;
2. Change the format to CSV;
3. Select Yes for the ‘Dry Run’ parameter.

Here’s how it should look just before running the import!

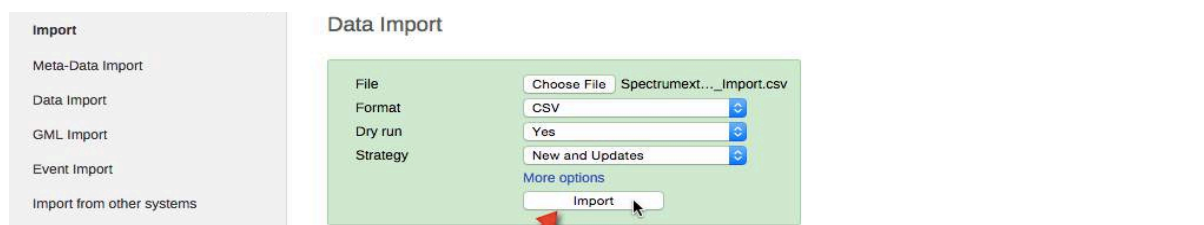


Figure 25 – Example screenshot of the parameters filled in and ready for a ‘dry run’!

Step 2b – Run the Import

4. Run the import (leave the Strategy as ‘New and Updates’).

As the import process is running, a process log will indicated progress.

Step 3 – Review the ‘Dry Run’ Errors

When the ‘dry run’ import process is complete, the last item in the progress log will say ‘import done’ with an option to ‘Display Import Summary’

Step 3a – Display Import Summary

From the ‘top’ of the process list, click on the link ‘Display Import Summary’.

Note that the ‘import parameters’ are reset once the ‘Import’ button is clicked.

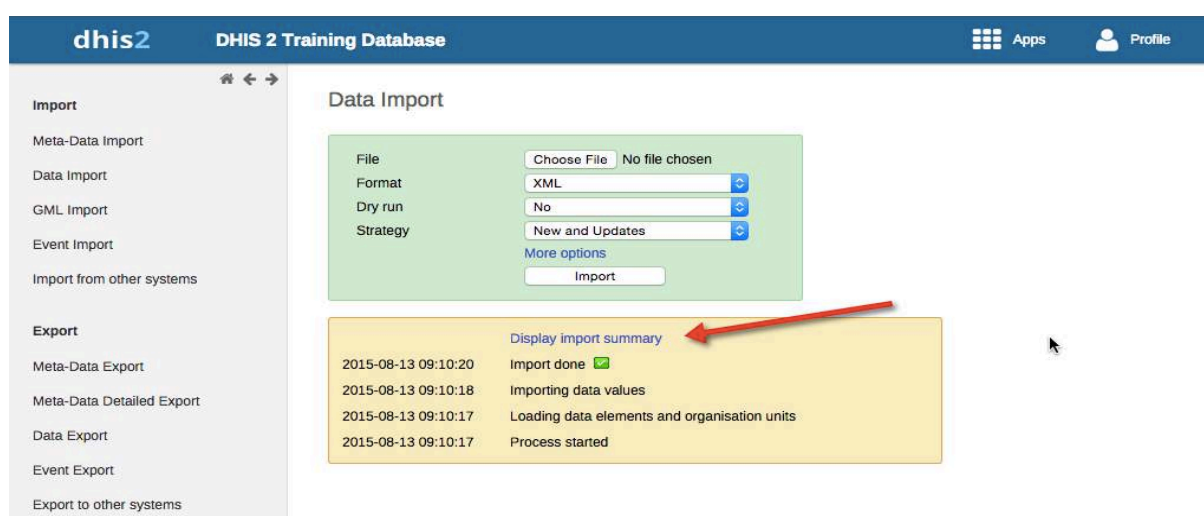


Figure 26 – The progress log with completed process steps after a ‘Dry Run’ has been initiated. Note the ‘Display Import Summary’ link.

Step 3b – Review Import Summary

The Import Summary provides two types of information:

1. Counts of the type of import status (i.e. ‘imported’, ‘updated’ or ‘ignored’); and
2. A list of the ‘conflicts’ for ‘ignored’ rows of data.

Note: that the ‘header row’ in the CSV file (i.e. the row that included the names of the columns) will show up as part of the ‘ignored’ count and will have an associated ‘conflict’ (e.g. the dataelement label in cell A1 ... being head label rather than the UID of a data element will generate a conflict of ‘Data Element not found or not accessible’).

Note: In some instances of DHIS2, countries decide not to record ‘zero’ counts. If this is the case, values of zero in the import data will also be ignored, and generate a conflict message (e.g. ‘Value is zero, and not significant...’).

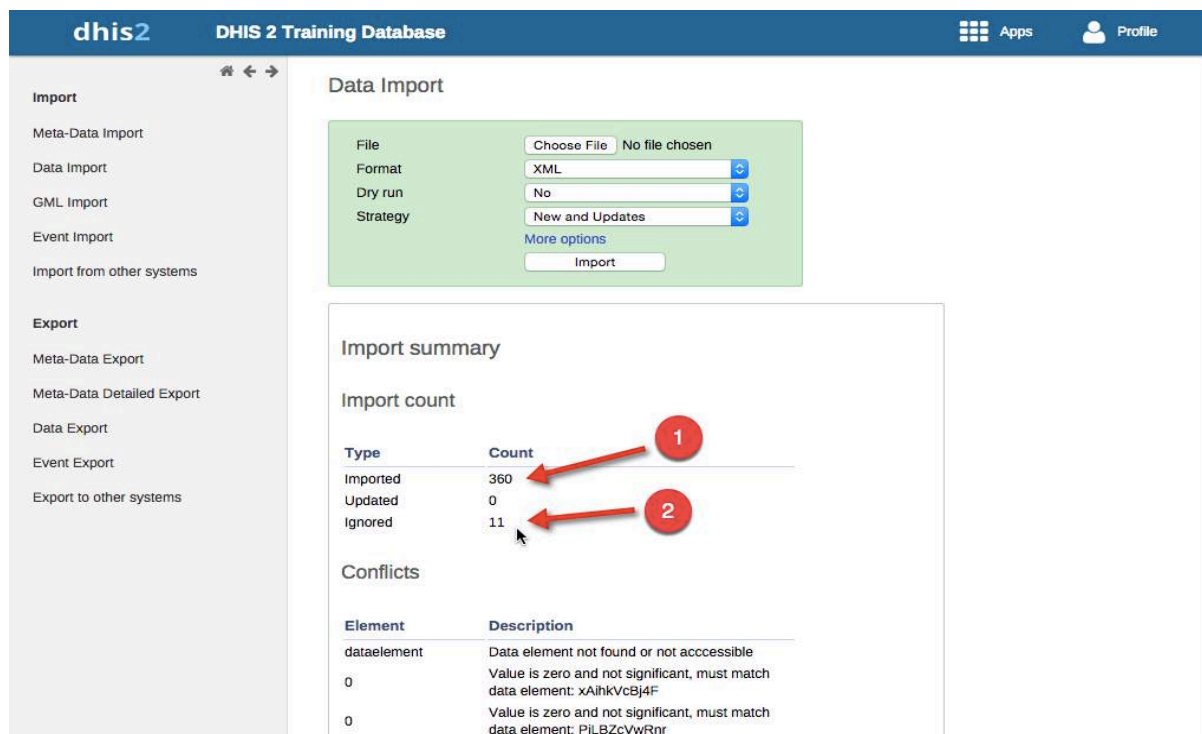


Figure 27 – The Import Summary of a ‘Dry Run’ showing 11 ignored rows, in this case pertaining to the header row and the zero values in the import data set.

Step 3c – Correct conflicts and repeat ‘Dry Run’

If there are any other types of conflict (e.g. a ‘not found’ conflict message), then these should be investigated and corrected in the import file.

Repeat the ‘Dry Run’ process until you get a single ‘ignored’ conflict (the header row) and/or all conflicts are related to ‘zero’ values (if this is how the DHIS2 instance has been set to deal with ‘zero’ counts).

Step 4 – Run the ‘Import Data’ function for real

Once all conflicts are resolved, and you are happy with the ‘Dry Run’ results, repeat Steps 1 and 2 ‘above’ but this time **set the ‘Dry Run’ message to ‘No’**.

All progress status updates and import summary screens that are displayed will be identical to those outlined in Step 3 above.

Step 5 – Update the Analytics Tables

DHIS2 needs to ‘generate’ totals (aggregates) for the disaggregated data being imported. This is either run as a nightly processed, or can be initiated manually.

To be able to ‘see and test’ the data that has just been imported (Step 4 above), it will be necessary to either wait for the scheduled update or to initiate it manually.

The following figure highlights the progress report of manually updating the analytics tables from the ‘Reports’ App within DHIS2.

Figure 28 – Running the ‘Analytics tables update’ process to generate ‘totals’ or aggregate values based on disaggregated data loaded during import.

Reminder: This Guide is intended for DHIS2 Administrators that are already familiar with importing and managing a DHIS2 instance. Therefore, some of the detail is not included, as it is assumed that the user of this Guide knows where to go to invoke some of these functions.

Step 6 – Verifying the data

It is important to verify that the expected data has been imported correctly. To do that, we have outlined how to use the 'Pivot Table' App to generate and display some of the data that has just been imported.

The verification is a 'spot test' of the data, and it is assumed that if the values are correct for the selected parameters, then it will be correct for all of them.

Step 6a – Select the Pivot Table App

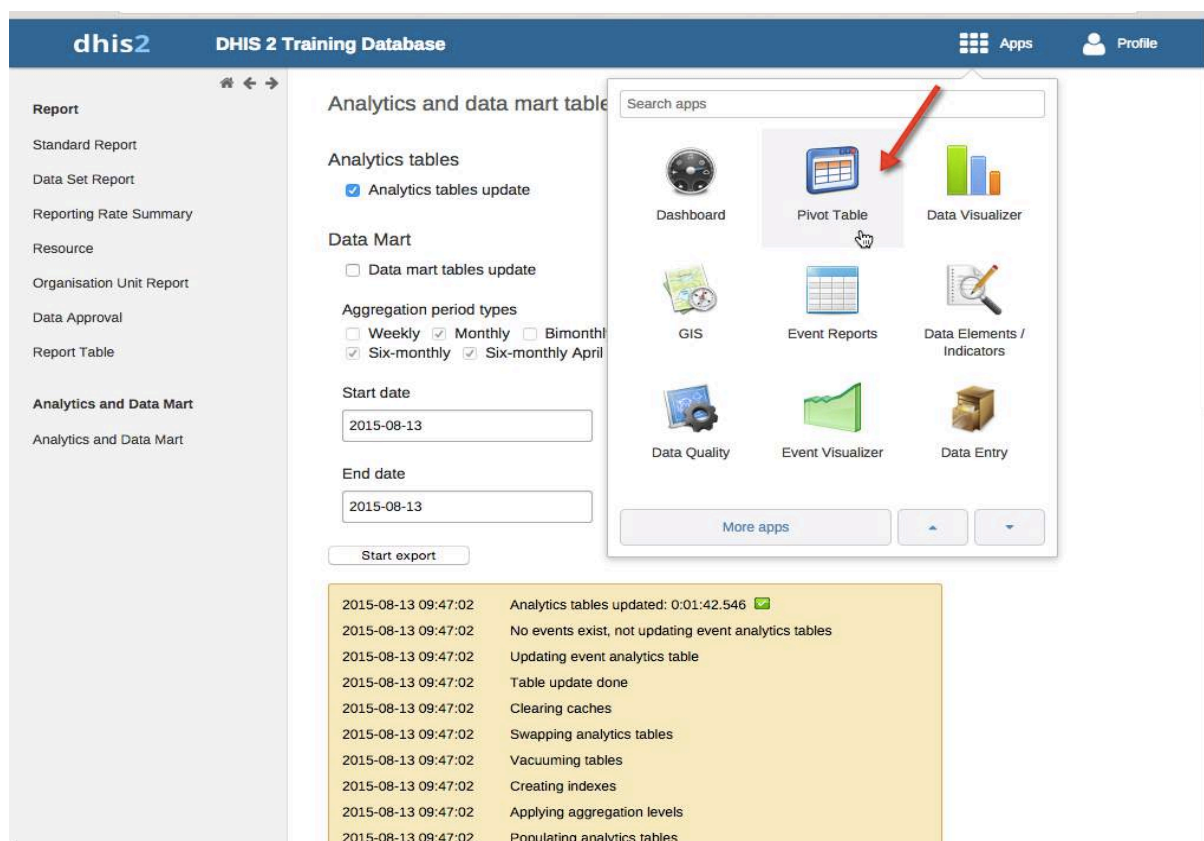


Figure 29 – Screenshot of selecting the 'Pivot Table' App, directly after completing Step 5 (Updating Analytics Tables).

Step 6b – Select the three Pivot Table parameters (what, when, & where)

All DHIS2 Pivot Tables need three key parameters in order to generate a table of results – what (data element), when (the period), and where (the organisational level).

The following figures highlight capture this process (the figures are a little small, but the caption indicates the parameters selected).

UNAIDS SPECTRUM EXTRACT IMPORT PREPARATION GUIDE

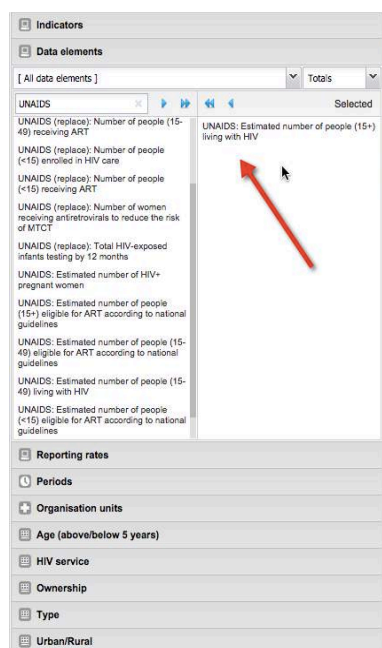


Figure 30 – What: 'UNAIDS: Estimated number of people (15+) living with HIV'

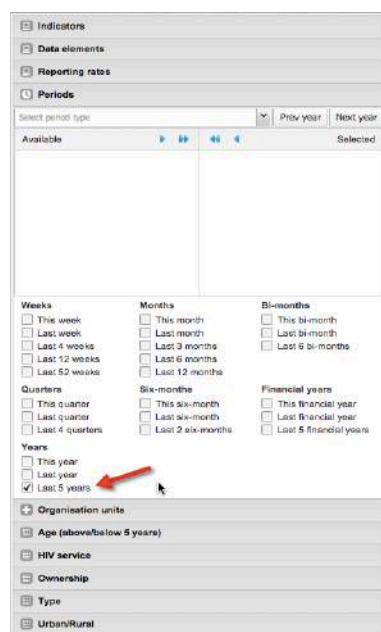


Figure 31 –When: 'Last 5 years'

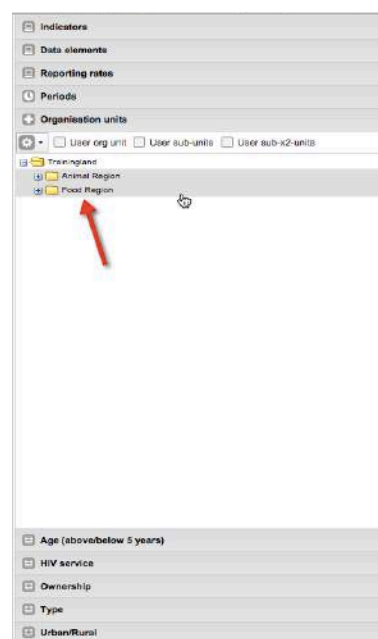


Figure 32 –Where: 'Animal Region and Food Region'

Step 6b – Generate the 'Pivot Table'

Once the 'What', 'When' and 'Where' parameters have been selected, click on the 'Update' menu item. This will result in a pivot table being generated.

Note: The result will be the 'aggregate' of the parameters selected by default, and can therefore ACT AS A VERIFICATION of the aggregation (i.e. the totals displayed should match the totals in Spectrum)

Periods / Data elements	UNAIDS: Estimated number of people (15+) living with HIV
2011	394 908
2012	385 781
2013	375 532
2014	375 405
2015	376 943

Figure 33 – Results table after clicking on the 'Update' menu link with the selected parameters... What: 'UNAIDS: Estimated number of people (15+) living with HIV', When: 'Last 5 years', and Where: 'Animal Region and Food Region'

Step 6c – Check the disaggregates (for gender and/or region)

As a final verification check, manipulated the layout of the pivot table to disaggregate by gender or organisational unit. The example below demonstrates disaggregation by gender.

Note: The displayed values should match the values you have in Spectrum for the given gender, period and sub-national region.

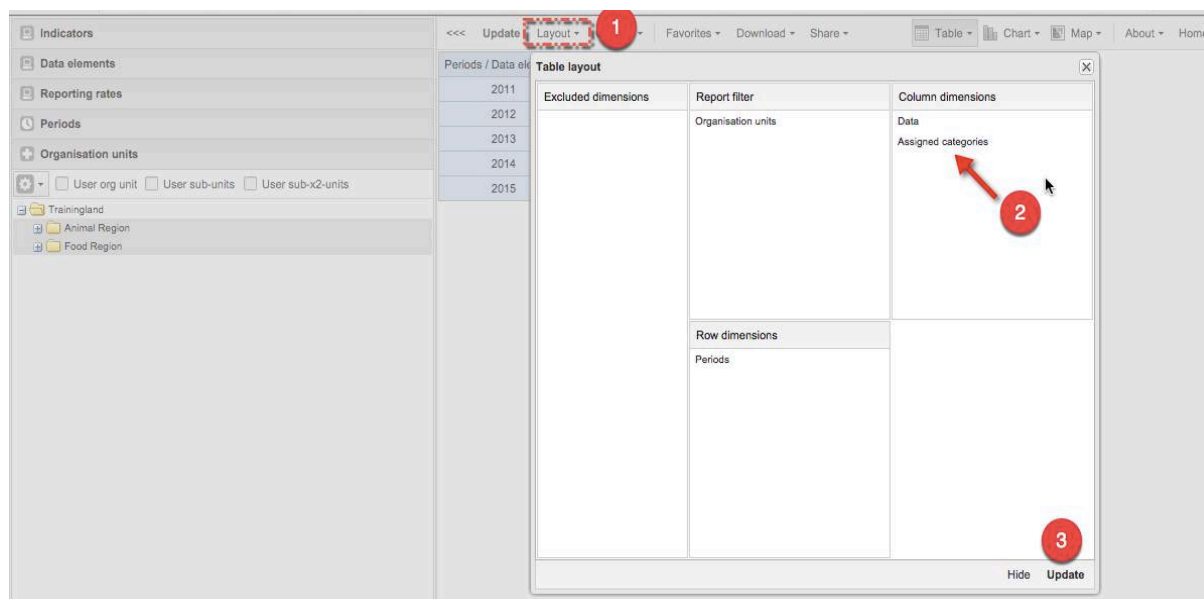


Figure 34 – Viewing Disaggregate Data: 1.) Click on the 'Layout' menu item; 2.) Drag 'Assigned categories' from 'Excluded dimensions' to 'Column dimensions'; 3.) Click on 'Update'.

Note: The resultant pivot table will include disaggregated columns for Male and Female for the selected data element IF the data element was one that included this disaggregation!

Indicators	<<< Update Layout Options Favorites Download Share Table Chart Map About Home
Data elements	Data elements UNAIDS: Estimated number of people (15+) living with HIV
Reporting rates	Periods / Assigned categories (UNAIDS (Replace) Male) (UNAIDS (Replace) Female)
Periods	2011 239 206 155 702
Organisation units	2012 232 785 152 996
Trainingland	2013 225 912 149 620
Animal Region	2014 225 243 150 162
Food Region	2015 225 626 151 317

Figure 35 – Result table after applying disaggregation. Use as a verification check on the imported data.

Note: One could similarly 'drag' the 'Organizational Units' into the 'Row Dimensions' Area to further disaggregate by Regions. Such an example is also demonstrated below.

UNAIDS SPECTRUM EXTRACT IMPORT PREPARATION GUIDE

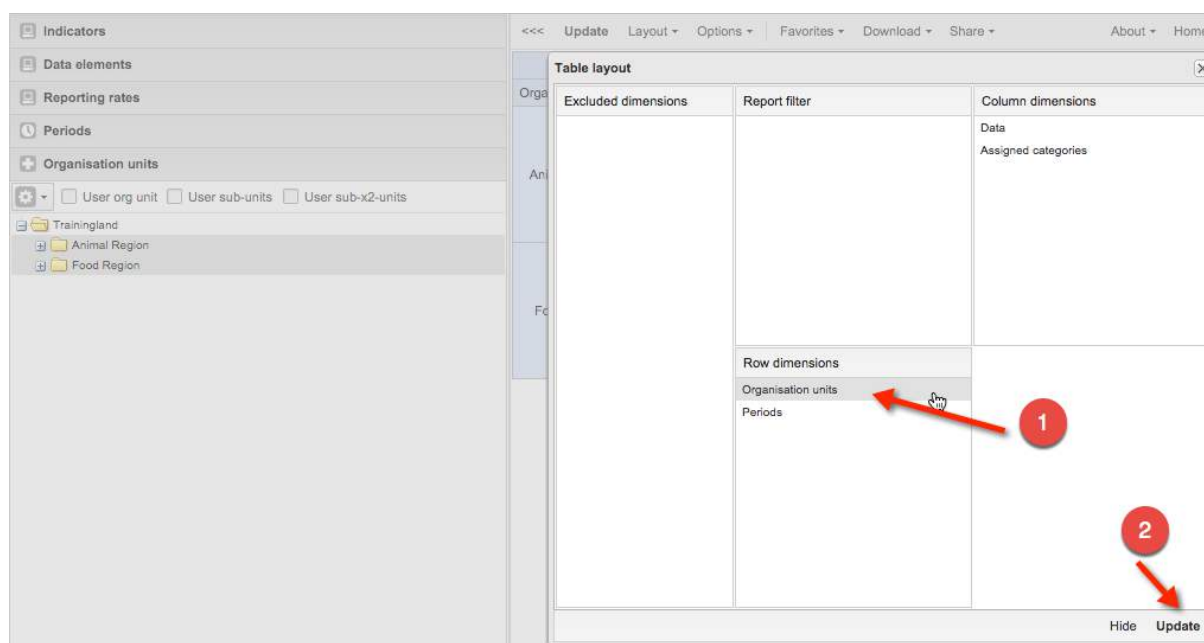


Figure 36 – Viewing Disaggregate Data: 1.) Drag ‘Organisational units’ from ‘Report Filter’ to ‘Row dimensions’; 2.) Click on ‘Update’.

The resulting pivot table should now display disaggregation by both gender and subnational region.

Indicators	Update	Layout	Options	Favorites	Download	Share	About	Home
Data elements								
Reporting rates								
Periods								
Organisation units								
<input type="checkbox"/> User org unit <input type="checkbox"/> User sub-units <input type="checkbox"/> User sub-x2-units								
Trainingland Animal Region Food Region								

	Data elements	UNAIDS: Estimated number of people (15+) living with HIV	
Organisation units	Periods / Assigned categories	(UNAIDS (Replace): Male)	(UNAIDS (Replace): Female)
Animal Region	2011	699	412
	2012	880	524
	2013	1 080	645
	2014	1 360	814
	2015	1 703	1 021
Food Region	2011	238 507	155 290
	2012	231 905	152 472
	2013	224 832	148 975
	2014	223 883	149 348
	2015	223 923	150 296

Figure 37 – Result table after applying further disaggregation. Use as a verification check on the imported data.



Appendices

Appendix A – List of Data Elements used in DHIS2 for handling Spectrum estimates.

- UNAIDS (replace): Number of people (15+) enrolled in HIV care
- UNAIDS (replace): Number of people (15+) receiving ART
- UNAIDS (replace): Number of people (15-49) enrolled in HIV care
- UNAIDS (replace): Number of people (15-49) receiving ART
- UNAIDS (replace): Number of people (<15) enrolled in HIV care
- UNAIDS (replace): Number of people (<15) receiving ART
- UNAIDS (replace): Number of women receiving antiretrovirals to reduce the risk of MTCT
- UNAIDS (replace): Total HIV-exposed infants testing by 12 months
- UNAIDS: Estimated number of HIV+ pregnant women
- UNAIDS: Estimated number of people (15+) eligible for ART according to national guidelines
- UNAIDS: Estimated number of people (15+) living with HIV
- UNAIDS: Estimated number of people (15-49) eligible for ART according to national guidelines
- UNAIDS: Estimated number of people (15-49) living with HIV
- UNAIDS: Estimated number of people (<15) eligible for ART according to national guidelines
- UNAIDS: Estimated number of people (<15) living with HIV