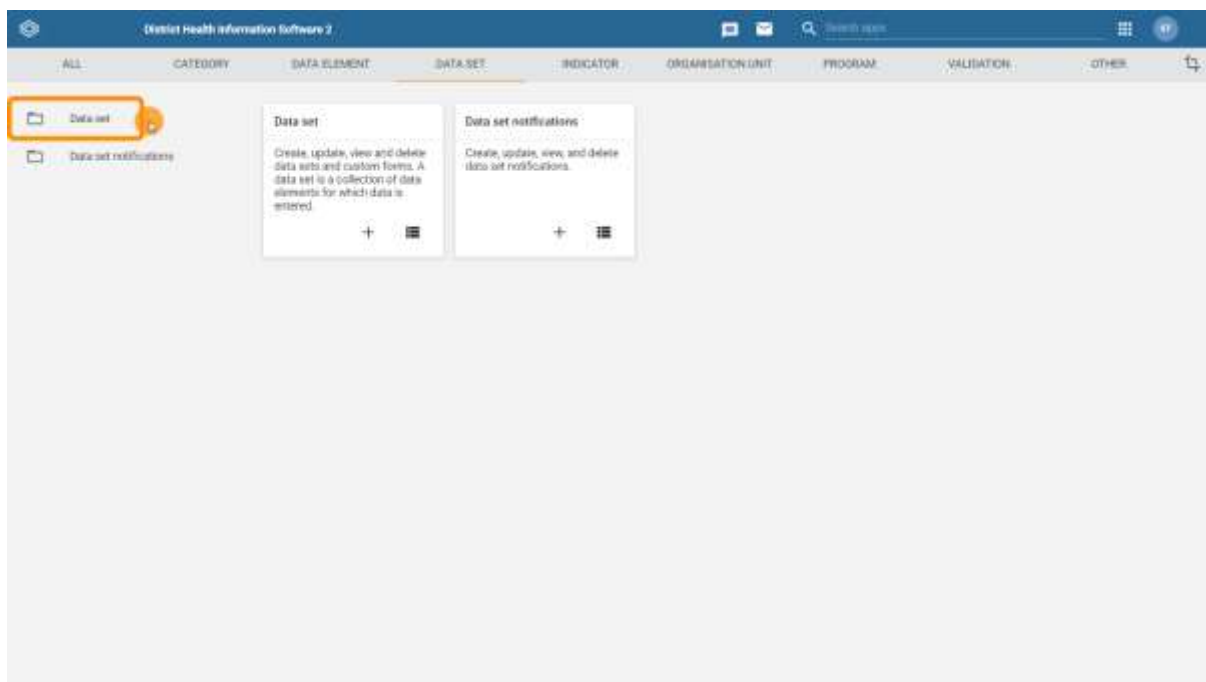## Activity: Create a default data set

In this activity, you will create a data set with a default data entry form. You will configure its basic information, such as, name, period of collection, data elements associated with the data set and organisation units where the data will be entered.

Instructions

Create a data set: Default form

1. Sign in to your account in **DHIS2 Customization Practice**
2. Open the **Maintenance application**
3. Select the **data set tab** and choose data set from the left menu

4.   Click on the **blue plus (+) sign** on the bottom right to create a new data set
5.   Fill in the fields:
a.   **Name:** *Your initials*_RMNCAH
b.   **Period type:** Monthly
c.   **Category combination:** None

6.   **Add data elements**
   a. **Add the data elements:**
      - *Your initials*_RMNCAH - ANC 1st visit
      - *Your initials*_RMNCAH - ANC 4th visit
      - *Your initials*_RMNCAH - ANC 8th or more visit
      - *Your initials*_RMNCAH - Delivery in Facility
      - *Your initials*_RMNCAH - Delivery in Facility by caesarean section
      - *Your initials*_RMNCAH - Contraception first time users

Tip: You can find them by scrolling through the list of available data elements or using the search field to find them. If you use the search field you can search for RMNCAH to filter all program related data elements. Move data elements one by one by double clicking on them, or by clicking on the data element and using the arrow to the right to move it to the selected box. You can also select multiple data elements or a range of data elements by using the command/control or shift buttons and then clicking the arrow to the right to move the items to the selected box

7. **Assign all facilities in your hierarchy to the data set**
    1. You can assign organisation units by selecting the box next to the organisation unit
    2. Or you can use the "Select levels" field, choose "Facility" and click 'Select'

8. Click **'Save'**

Now you have created a data set with a default form. In the next activity, you will create a section form headings and arrange the data elements within the various sections.