

HC1-SYSTEM GUIDE

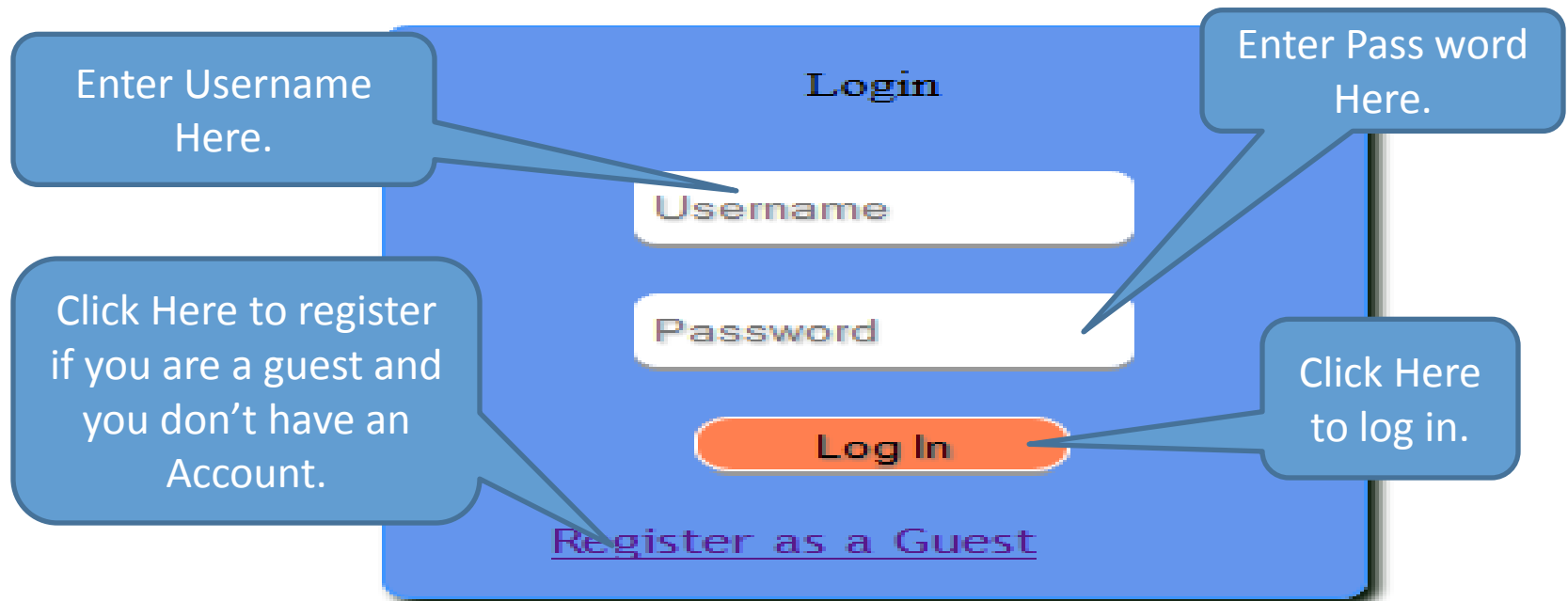
This is the system used to manage Health communication 1 Data.

This system Has three Types of users:

- i.* System Users.
- ii.* Administrators.
- iii.* Guests.

HC1-SYSTEM GUIDE

This is the first page of the system. Provide the details needed to access System resources.



The diagram illustrates a login form with the following components and callouts:

- Enter Username Here.** Callout pointing to the Username input field.
- Enter Pass word Here.** Callout pointing to the Password input field.
- Click Here to register if you are a guest and you don't have an Account.** Callout pointing to the [Register as a Guest](#) link.
- Click Here to log in.** Callout pointing to the **Log In** button.

The form itself is a blue rectangle containing the following elements:

- Login** (Section Header)
-
-
- Log In** (Button)
- [Register as a Guest](#) (Link)

HC1-SYSTEM GUIDE

The Clerks will be directed to the page with the menu shown in the next page. The clerk will be required to do activities in this order:

- i. Add Groups
- ii. Add facilitators
- iii. Add participants
- iv. Mark Attendance.

This is explained in the next slide.

CLERK MENU.

Click Here to add groups, facilitators, participants and also be able to edit groups, facilitators and participants details.

Click here to get the overall system help.

 Groups Entries

 Attendance

 help

 logout

Click here to mark or edit attendance for each group.

Click here to log out this is possibly after using the system.

GROUP ENTRIES.

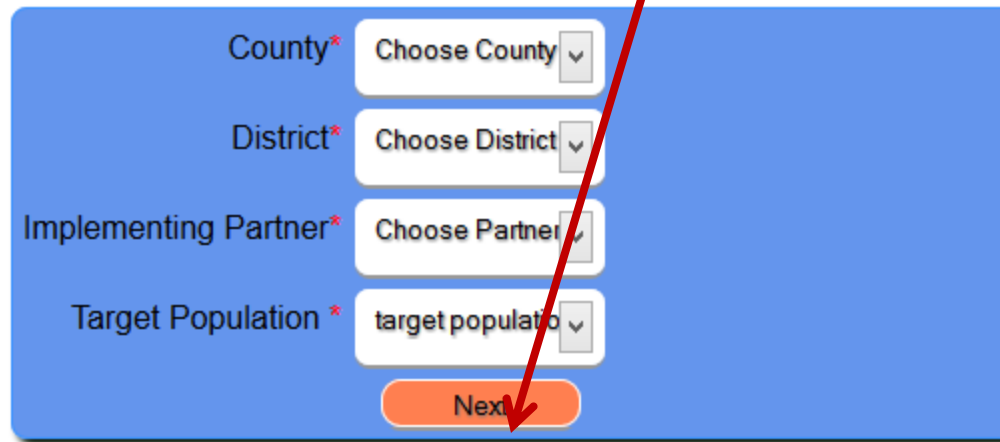
When a mouse is moved over the group entries button the following sub menu appears.

The diagram illustrates the 'Groups Entries' sub-menu, which is displayed when a mouse hovers over the 'Groups Entries' button. The menu contains six options, each with a callout box explaining its function:

- add group**: Click here to add new groups to the system.
- Edit Group**: Click here to edit group's details.
- add facilitator**: Click here to add new facilitators to the system.
- Edit facilitator**: Click Here to edit facilitators details.
- add a participant**: Click Here to add participants to the system.
- edit a participant**: Click Here to edit participant's details.

ADD GROUPS.

The groups to be added belongs to a specific target population and a specific district. Select the details appropriately as shown below and then click **next** button.



County* Choose County ▾

District* Choose District ▾

Implementing Partner* Choose Partner ▾

Target Population* target population ▾

Next

ADD GROUPS.

A minimum of 1 and a maximum of 15 groups can be added to the system at once.

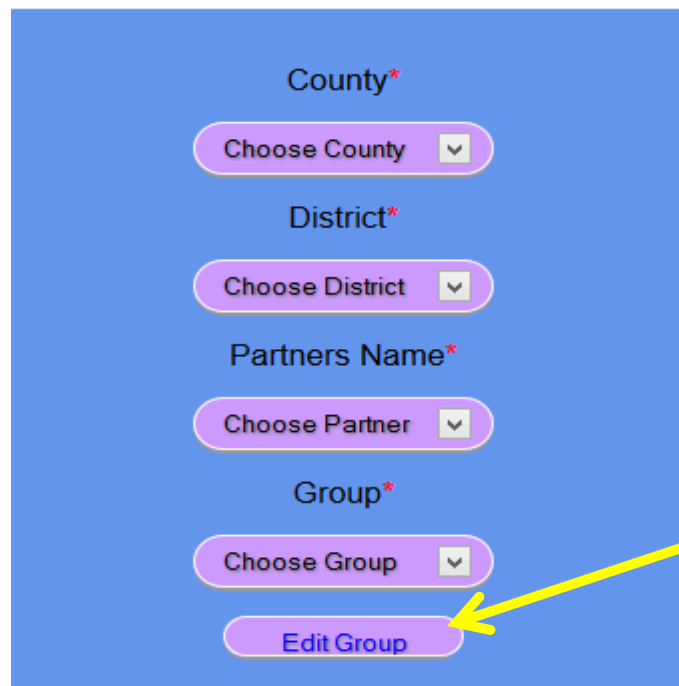
The screenshot shows a web form titled "ADD GROUPS." with a blue header. The header contains three fields: "District Name: BARINGO CENTRAL", "Partner Name: GSK", and "Target Population: FSW", separated by double vertical bars. Below the header is a table with 4 rows and 3 columns. Each cell in the table contains a blue rounded rectangle with the text "Enter Group Name". A callout bubble points to the top-left "Enter Group Name" field with the text "Enter group name here". At the bottom of the table is a purple rounded rectangle with the text "Add Groups". A callout bubble points to the "Add Groups" button with the text "After entering all the details, click here to save them".

| District Name: BARINGO CENTRAL Partner Name: GSK Target Population: FSW | | |
|---|------------------|------------------|
| Enter Group Name | Enter Group Name | Enter Group Name |
| Enter Group Name | Enter Group Name | Enter Group Name |
| Enter Group Name | Enter Group Name | Enter Group Name |
| Enter Group Name | Enter Group Name | Enter Group Name |

Add Groups

EDIT GROUPS.

Select the details as entered during registration for the group which you want to edit its details.

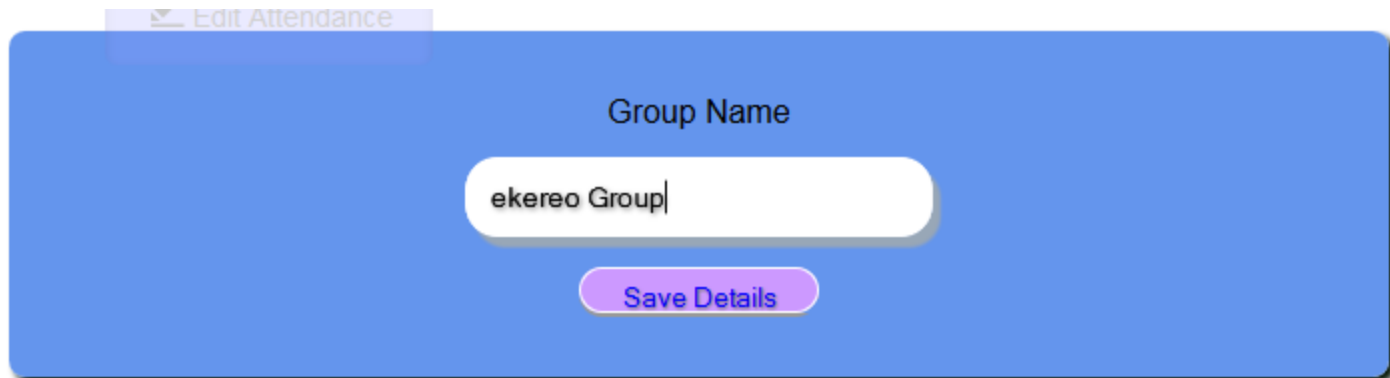


The image shows a form interface for editing group details. It is set against a blue background. The form contains five dropdown menus, each with a red asterisk indicating it is a required field. The dropdowns are labeled 'County*', 'District*', 'Partners Name*', and 'Group*'. Each dropdown has a light purple button with the text 'Choose [Field Name]' and a small downward arrow. At the bottom of the form is a light purple button labeled 'Edit Group'. A yellow arrow points from a text box on the right towards the 'Edit Group' button.

After choosing the group which you want to edit its details, click **edit group** button.

EDIT GROUPS.

On this page, Enter the right data that you wanted edited and then click on save button.

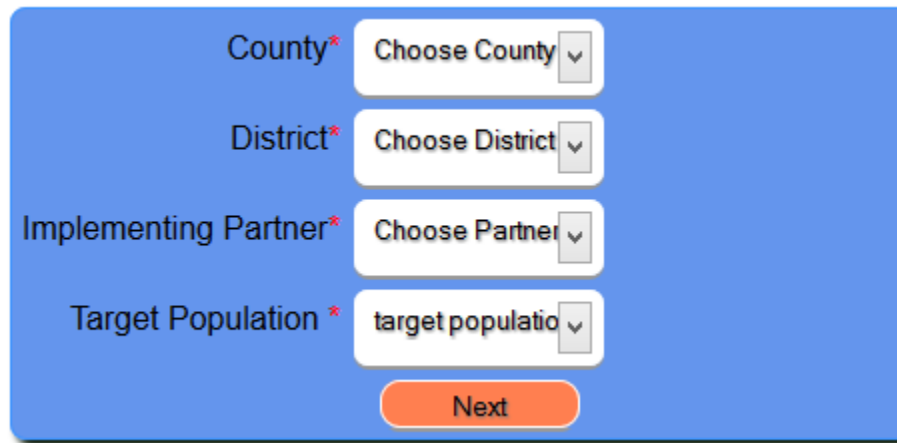


The screenshot shows a web interface for editing attendance. At the top, there is a tab labeled 'Edit Attendance'. Below this, there is a blue rectangular form. Inside the form, the text 'Group Name' is displayed above a white input field. The input field contains the text 'ekereo Group'. Below the input field, there is a purple button with the text 'Save Details'.

Enter all the right group name and then save the details.

ADD FACILITATORS.

The clerks to be registered should belong to the selected target population and district. This will affect the loading of groups for association with each partner.



County* Choose County ▾

District* Choose District ▾

Implementing Partner* Choose Partner ▾

Target Population * target populatio ▾

Next

ADD FACILITATORS.

Press and hold
CTRL Button to
select more than
one group under
this facilitator

Enter
facilitator's
first name.

Enter
facilitators
phone
number .e.g
07XXXXXXX

| Facilitator Name: GILGIL Partner Name: GSK Target Population: FSW | | | | | |
|--|--|-----------------------|------------------------|----------------------|------------------|
| Row: | Select Groups: | First Name: | Middle Name: | Last Name: | Phone No: |
| 1 | <div>Choose Group(s) mwaaas ekereo Group</div> | <div>First name</div> | <div>Middle name</div> | <div>Last name</div> | <div>Phone</div> |

Enter facilitators
middle name(this
is optional.)

Enter
facilitators
last name.

EDIT FACILITATORS.

Within this the user can be able to search the facilitator.
Enter the details shown and then click Here

| | | | | | | | |
|---|---|---|---|--|--------|-------------------------------------|---|
| <input type="text" value="Enter Name"/> | <input type="text" value="Choose Partner"/> | <input type="text" value="Choose Target Pc"/> | <input type="text" value="Phone number"/> | <input type="text" value="Search..."/> | | | |
| First Name | Middle Name | Last Name | Phone No. | Partner | Groups | Edit | Transfer |
| Geofrey | mwamba | okioma | 0711221122 | NOPE | mwas, | <input type="button" value="Edit"/> | <input type="button" value="Transfer"/> |

Click Here to edit facilitators
details.

Click Here to transfer a
facilitator from one
groups to to others.

EDIT DETAILS.

Here the user can be able to edit the facilitators basic details entered during registration.

First Name*

Geofrey

Middle Name*

mwamba

Last Name*

okioma

Phone Number*

0711221122

Partner

NOPE

Groups

mwasa,

Save

Edit any of these details as preferred.

These details can not be edited. If you need to change them then select **transfer** in the previous page

Click here to save the details

TRANSFER DETAILS.

Within this page the clerk can be able to transfer the facilitator's details by changing the partners and the partners and the groups.

The form is titled "TRANSFER DETAILS." and is set against a blue background. It contains several input fields for a facilitator's details: "First Name" (Geofrey), "Middle Name" (mwamba), "Last Name" (okioma), and "Phone Number" (0711221122). Below these are fields for "Partner*" (NOPE) and "Groups*" (mwas,). A "Choose Group" dropdown menu is also present, showing "mwas" as the selected option. A "Save" button is at the bottom. Two callouts are present: one on the left pointing to the "Groups*" field with the text "Previously selected groups.", and one on the right pointing to the "Partner*" and "Choose Group" fields with the text "Change any of these details.".

First Name
Geofrey

Middle Name
mwamba

Last Name
okioma

Phone Number
0711221122

Partner*
NOPE

Groups*
mwas,

Choose Group
mwas

Save

Previously selected groups.

Change any of these details.

ADD PARTICIPANTS.

To add participants, provide the given details and then click next.

County* Choose County ▾

District* Choose District ▾

Implementing Partner* Choose Partner ▾

Target Population * target populatio ▾

Group Name* Choose Group ▾

Choose Year * Choose Year ▾

Choose Period* Choose eriod ▾

Next

ADD PARTICIPANTS.

All The fields are must enters except middle name that is optional.

| No. | * First name | Middle name | * Last name | * Gender | * Age |
|---|---|--|--|--|----------------------------------|
| 1 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 2 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 3 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 4 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 5 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 6 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 7 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 8 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 9 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| 10 | <input type="text" value="First Name"/> | <input type="text" value="Middle Name"/> | <input type="text" value="Last Name"/> | <input type="text" value="Choose Se"/> | <input type="text" value="Age"/> |
| <input type="button" value="Clear"/> | | | | | |
| <input type="button" value="Register"/> | | | | | |

The clerk can register a minimum of 1 and a maximum of 10 participants in this page. After entering all the required details click here

EDIT PARTICIPANTS.

The clerk can be able to edit the participants details or search for a participants whom he/she want to edit details

Choose the details appropriately to search for the participant to edit his/her details

| | | | |
|----------|--------------|-------------|-----------|
| Sur Name | Choose group | Choose Age. | Search... |
|----------|--------------|-------------|-----------|

| First name | Middle Name | Last Name | Sex | Group Name | Age | Edit Member |
|------------|-------------|-----------|------|------------|-----|-------------|
| Geofrey | Mwamba | Nyabuto | male | mwas | 32 | Edit |
| Caroline | Ombeta | Osiemo | male | mwas | 12 | Edit |

If this is the participant whom you want to edit his/her details, click here.

EDIT PARTICIPANTS.

All the details shown below can be edited. Edit all these details as preferred and then click on the save button. The middle name is always optional.

First Name
Cliff ✓

Middle Name
✓

Last Name
onsare ✓

Age
23

Gender
male ▼

Group name
ekereo Group ▼

Save

MARK ATTENDANCE.

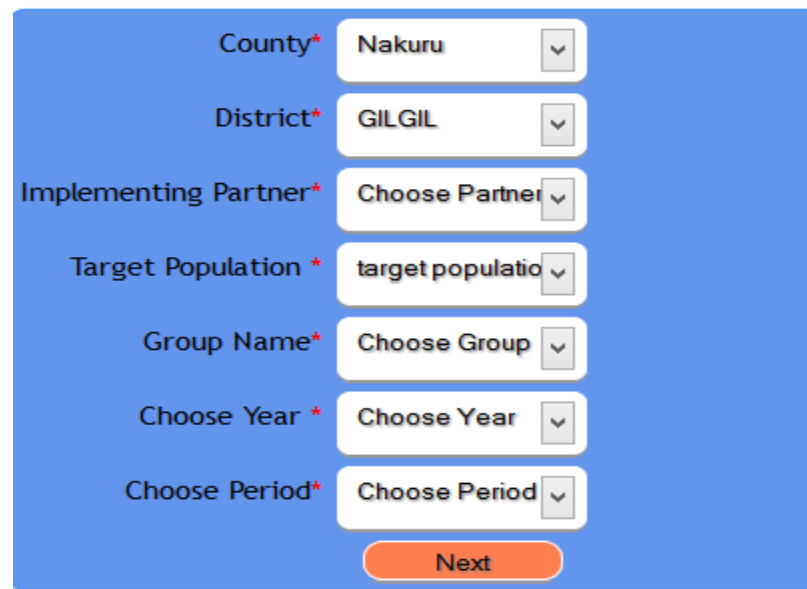
On this page the clerk is supposed to be able to edit or mark attendance for a group. Marking or editing is determined by the system.

If the attendance has **already been marked**, the user will be directed to the editing page.

If the attendance has **not been marked**, the user will be directed to the marking page.

MARK ATTENDANCE.

Choose the details appropriately to mark the attendance of a group in a given year and a given period and then click next.



A screenshot of a web form for marking attendance. The form is set against a blue background and contains seven dropdown menus, each with a red asterisk indicating it is a required field. The fields are: County (selected: Nakuru), District (selected: GILGIL), Implementing Partner (selected: Choose Partner), Target Population (selected: target population), Group Name (selected: Choose Group), Choose Year (selected: Choose Year), and Choose Period (selected: Choose Period). Below these fields is an orange 'Next' button.

| | |
|-----------------------|-------------------|
| County* | Nakuru |
| District* | GILGIL |
| Implementing Partner* | Choose Partner |
| Target Population * | target population |
| Group Name* | Choose Group |
| Choose Year * | Choose Year |
| Choose Period* | Choose Period |

Next

MARK ATTENDANCE-START END DATE.

Within this page the user is supposed to select the start and end dates, facilitator, and the topics taught in each session as shown.

The number of expected sessions is automatically filled by the system.

MARK ATTENDANCE-MARKING PAGE.

NOTE : The marking page is too long and I will divide it into sections for explanations purposes.

Section 1: Sessions Details

Section 2 : Individual Markings.

SESSIONS DETAILS.

This number determines the input boxes created for form number entries

Topics that were taught in each session. This is based on what the user selected from the previous page.

Choose the method used in teaching for every session here.

Enter all this details based on the heading given on the left

Enter number of forms a group has

4

Enter form numbers here.

e.g 32140 e.g 32141 e.g 32142 e.g 32143

| A | Session and Topic | S1 | S2 | S3 | S4 | S5 | S6 | S7 |
|---|--------------------------------------|---|--|--|--|--|--|--|
| | | TOPIC1, topic2, topic3, topic4, | TOPIC1, topic2, topic3, | TOPIC1, topic2, topic3, | TOPIC1, topic2, topic3, | TOPIC1, topic2, topic3, | topic2, topic3, | topic2, topic3, |
| B | Methods Used * | <div> <div>0 Discussi</div> <div>7 Radio Li</div> <div>8 Experier</div> <div>9 Guest S</div> <div>10 Magnifi</div> <div>11 Condo</div> <div>12 Other c</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video sh</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video sh</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video sh</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video sh</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video sh</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video sh</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> |
| C | Date Of Session* | | | | | | | |
| D | Time Taken (minutes) * | | | | | | | |
| E | Number of Male condoms distributed | | | | | | | |
| F | Number of Female condoms distributed | | | | | | | |

INDIVIDUAL MARKINGS

Click Here to choose the individual attendance for this session appropriately based on the attendance of the individual.

| First name | Middle Name | Last Name | Age | Sex | Availability (choose member status by clicking the drop down) NB: The total sessions for each participant is auto calculated and saved by the system | | | | | | |
|--------------|----------------------|--------------------|-----------|------|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| James | | Mwakio | 22 | male | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Cliff | | onsare | 23 | male | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Thomas | | Onsase | 23 | male | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Reviewed By: | <input type="text"/> | date of Submission | 09/15/201 | | | | | | | | |
| SAVE | | | | | | | | | | | |

Choose the date of submission here.

Enter the name of the reviewer.

Click Here to save.

EDIT ATTENDANCE.

Also we will divide this page into two sections for explanation purposes.

The *upper part* is for editing the sessions details and the *lower part* is for editing individual attendance.

EDIT SESSIONS DETAILS.






















Within this the user can be able to search for a participant using the first, middle or last name.

| Session and Topic | S1 | S2 | S3 | S4 | S5 | S6 | S7 |
|--------------------------------------|--|--|--|--|--|--|--|
| | <div> <div>TOPIC1</div> <div>topic2</div> <div>topic3</div> <div>topic4</div> <div>topic5</div> <div>topic6</div> <div>few1</div> </div> | <div> <div>TOPIC1</div> <div>topic2</div> <div>topic3</div> <div>topic4</div> <div>topic5</div> <div>topic6</div> <div>few1</div> </div> | <div> <div>TOPIC1</div> <div>topic2</div> <div>topic3</div> <div>topic4</div> <div>topic5</div> <div>topic6</div> <div>few1</div> </div> | <div> <div>TOPIC1</div> <div>topic2</div> <div>topic3</div> <div>topic4</div> <div>topic5</div> <div>topic6</div> <div>few1</div> </div> | <div> <div>TOPIC1</div> <div>topic2</div> <div>topic3</div> <div>topic4</div> <div>topic5</div> <div>topic6</div> <div>few1</div> </div> | <div> <div>TOPIC1</div> <div>topic2</div> <div>topic3</div> <div>topic4</div> <div>topic5</div> <div>topic6</div> <div>few1</div> </div> | <div> <div>TOPIC1</div> <div>topic2</div> <div>topic3</div> <div>topic4</div> <div>topic5</div> <div>topic6</div> <div>few1</div> </div> |
| Methods Used | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video st</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video st</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video st</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video st</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video st</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video st</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> | <div> <div>1 Picture C</div> <div>2 Timeline</div> <div>3 Role Pla</div> <div>4 Theatre</div> <div>5 Video st</div> <div>6 Discussi</div> <div>7 Radio Li</div> </div> |
| Date Of Session | 09/09/201 | 01/01/201 | 01/02/201 | 01/03/201 | 01/04/201 | 01/05/201 | 01/06/201 |
| Time Taken In minutes | 60 | 30 | 30 | 30 | 30 | 30 | 30 |
| Number of Male condoms distributed | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of Female condoms distributed | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Edit all the session details as preferred.

EDIT SESSIONS DETAILS.

This page enables the user to edit participant's attendance as needed. What appears on each select box is the current attendance status.

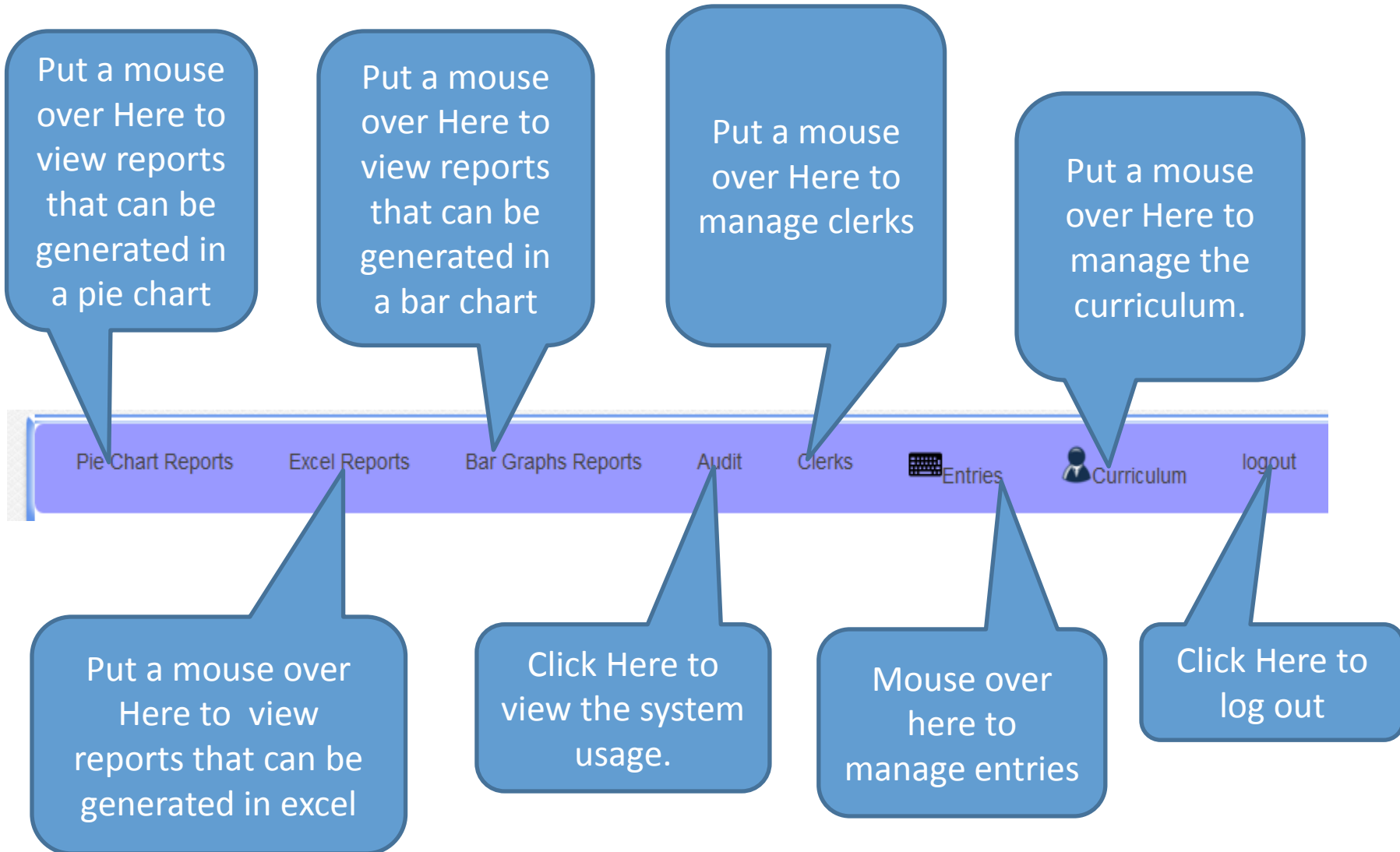
| Middle Name | Last Name | Gender | Age | S1 | S2 | S3 | S4 | S5 | S6 | S7 |
|-------------|-----------|--------|-----|---|--|---|---|---|--|--|
| | Mwakio | male | 22 |  makeup ▾ |  present ▾ |  makeup ▾ |  present ▾ |  makeup ▾ |  present ▾ |  present ▾ |
| | onsare | male | 23 |  present ▾ |  present ▾ |  present ▾ |  present ▾ |  present ▾ |  absent ▾ |  makeup ▾ |
| | Onsase | male | 23 |  present ▾ |  absent ▾ |  present ▾ |  present ▾ |  present ▾ |  absent ▾ |  makeup ▾ |

SAVE

Click Here to choose the right selection if the participant was not present. Present is the current selection .

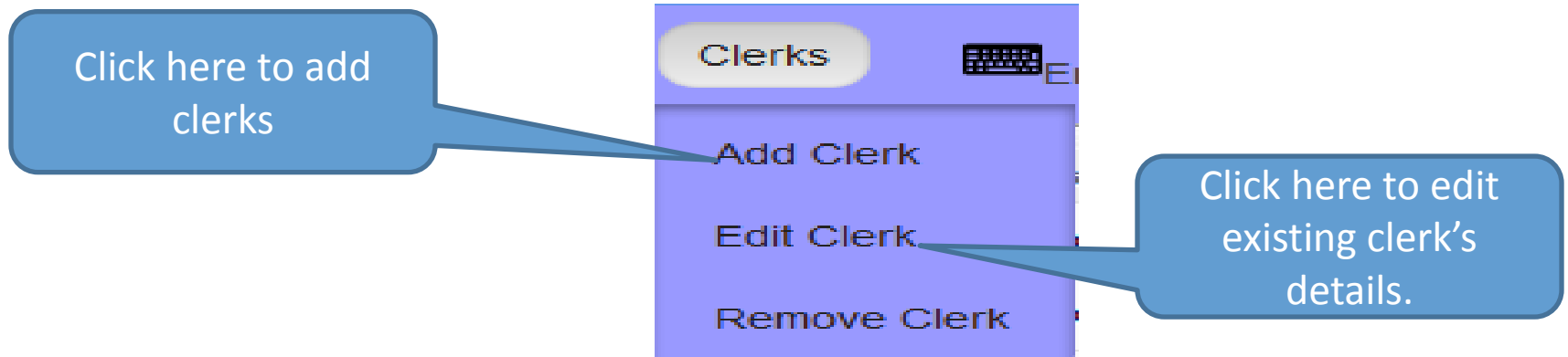
After choose all the right details, click here to save the details.

HC1-ADMINISTRATOR. MENU.



CLERKS.

Within this the administrator can be able to add clerks and also edit their details.



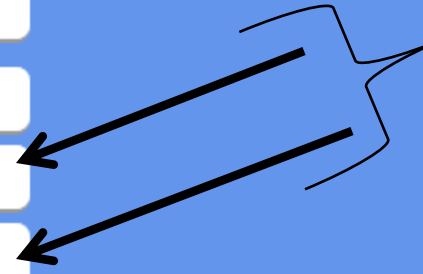
ADD CLERKS.

This is the clerk registration page. Enter all the required details appropriately. Click Add to save.

* indicates must fill fields

| | |
|-------------------|-----------------------------------|
| Userid* | <input type="text" value="7091"/> |
| Surname* | <input type="text"/> |
| First Name* | <input type="text"/> |
| Phone Number | <input type="text"/> |
| Username * | <input type="text"/> |
| Password* | <input type="password"/> |
| Confirm Password* | <input type="password"/> |



These two field must have matching data.



EDIT CLERKS.

This page lists all the details for all the clerks.
Click on the edit button to edit the clerk's details.

Click here to edit the clerk's details.

| No. | First Name | Last name | Username | Phone no | Edit |
|-----|------------|-----------|----------|------------|---|
| 1 | samson | mutua | sam | 0756444323 |  |
| 2 | Moses | ongera | mose | 0756765434 |  |

EDIT CLERKS.

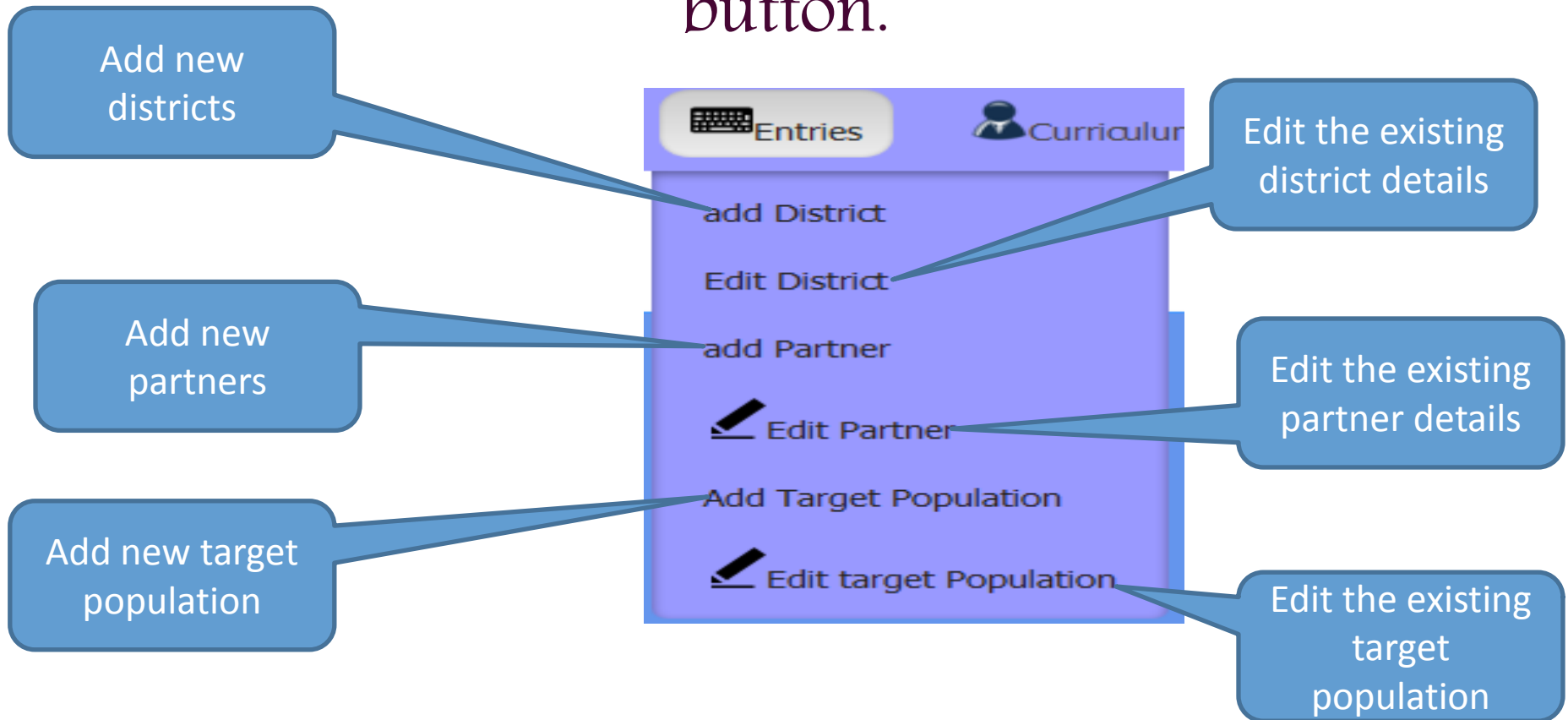
Within this page the user is required to enter all the correct details and then press the save button.

| First Name | Last name | Username | Phone no | Edit |
|-------------------------------------|------------------------------------|----------------------------------|---|-------------------------------------|
| <input type="text" value="samson"/> | <input type="text" value="mutua"/> | <input type="text" value="sam"/> | <input type="text" value="0756444323"/> | <input type="button" value="Save"/> |

After entering all the right details, press here

ENTRIES.

Within this page the user is required to enter all the correct details and then press the save button.



ADD DISTRICTS.

Choose a county where you want to add district(s) to and then click on [Add District](#) button.



The screenshot shows a blue rectangular form with a white border. At the top, the text "County*" is displayed in black. Below it is a white dropdown menu with a light blue border, containing the text "Choose County" and a small downward-pointing arrow icon. At the bottom of the form is a light blue button with a white border and the text "Add District" in black.

ADD DISTRICTS.

Within this page the user can register at least 1 district and at most 15 districts per page.

County Name: Baringo

Next County.

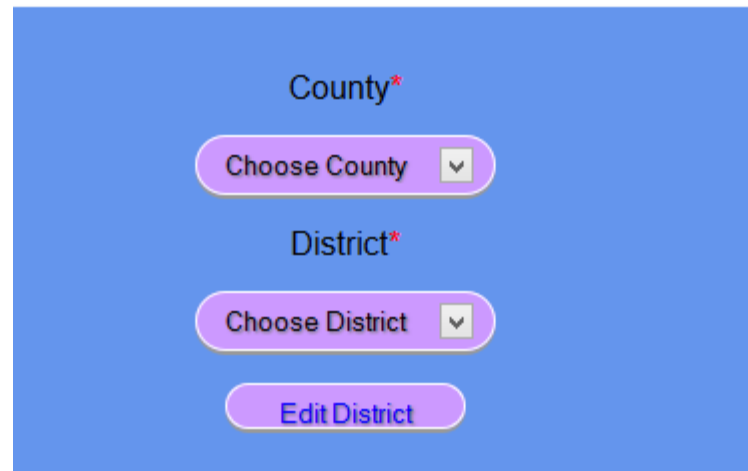
| | | |
|---------------------|---------------------|---------------------|
| Enter District Name | Enter District Name | Enter District Name |
| Enter District Name | Enter District Name | Enter District Name |
| Enter District Name | Enter District Name | Enter District Name |
| Enter District Name | Enter District Name | Enter District Name |
| Enter District Name | Enter District Name | Enter District Name |

Add Districts

Click here to save the details

EDIT DISTRICTS.

Choose the district that you want to edit its details. Click on the edit district button.



County*

Choose County ▼

District*

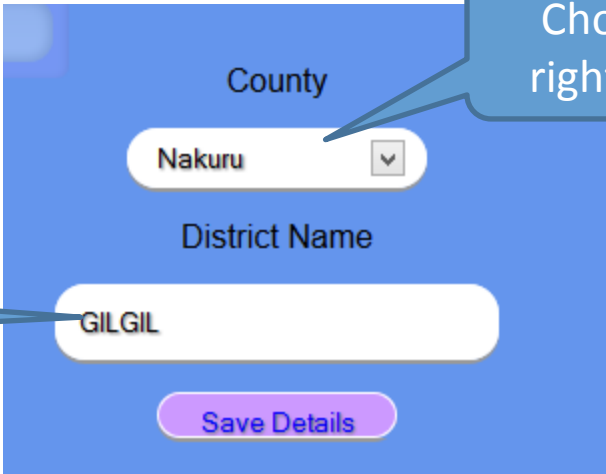
Choose District ▼

Edit District

The image shows a form on a blue background. It has two dropdown menus, one for 'County*' and one for 'District*'. Each dropdown menu has a light blue button with the text 'Choose County' and 'Choose District' respectively, and a small downward arrow. Below these is a light blue button with the text 'Edit District'.

EDIT DISTRICTS.

Enter the right district name and then save the details. If this district belongs to a different county than the one shown then choose the right county and then save details.



The image shows a form titled "EDIT DISTRICTS." with a blue background. It contains two main input fields: "County" and "District Name". The "County" field is a dropdown menu currently showing "Nakuru". The "District Name" field is a text input box containing "GILGIL". Below these fields is a purple button labeled "Save Details".

Two callout boxes provide instructions:

- A callout box pointing to the "County" dropdown menu says: "Choose the right county."
- A callout box pointing to the "District Name" text input box says: "Enter the right district name."

ADD PARTNER.

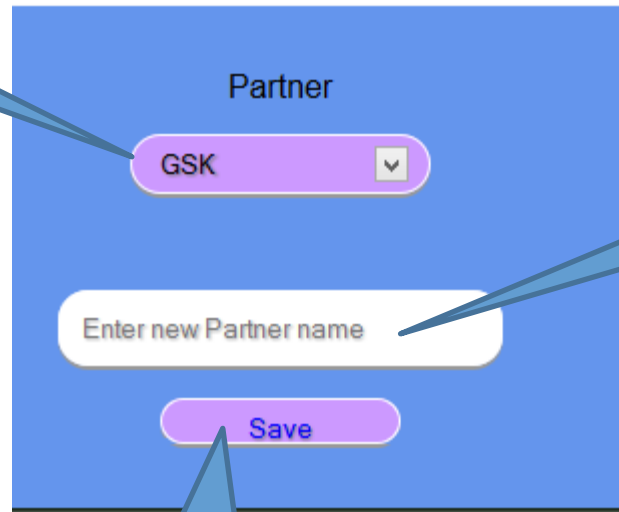
Within this page the user is able to add at least 1 and at most 15 partners.

| | | |
|--------------------|--------------------|---------------------|
| Enter Partner Name | Enter Partner Name | Enter District Name |
| Enter Partner Name | Enter Partner Name | Enter Partner Name |
| Enter Partner Name | Enter Partner Name | Enter Partner Name |
| Enter Partner Name | Enter Partner Name | Enter Partner Name |
| Enter Partner Name | Enter Partner Name | Enter Partner Name |
| Add Partners | | |

EDIT PARTNER.

The clerk is also able to edit the partner name as shown below.

Select the partner to edit its details



The screenshot shows a form titled "Partner" on a blue background. It contains a dropdown menu with "GSK" selected, a text input field with the placeholder "Enter new Partner name", and a "Save" button. Three blue callout boxes with white text point to these elements: "Select the partner to edit its details" points to the dropdown, "Enter the new partner name." points to the text input, and "Click here to save the details." points to the "Save" button.

Partner

GSK ▼

Enter new Partner name

Save

Enter the new partner name.

Click here to save the details.

ADD TARGET POPULATIONS.

Choose a partner under whom you want to add the target populations. The target populations to be added will belong to this partner. After selecting the target population click on the Next button.



Partners Name*

Choose Partner ▼

Next

ADD TARGET POPULATIONS.

Within this page the user can register at least 1 and at most 5 target populations.

The screenshot shows a web form titled "ADD TARGET POPULATIONS." The form has a blue header bar containing the text "Partner Name: GSK". Below the header is a table with 5 rows and 3 columns. The columns are labeled "Row", "Select Age Group", and "Enter Target Population Name". Each row contains a "Choose Group" dropdown menu and an "Enter Target Pop Name" text input field. At the bottom of the table is a purple button labeled "Add Target Population".

Callouts provide the following information:

- "Choose the age group here." points to the "Choose Group" dropdown in row 1.
- "The partner you selected from the previous page." points to "Partner Name: GSK".
- "Enter target population name" points to the "Enter Target Pop Name" input field in row 1.
- "Click here to add all the entered details" points to the "Add Target Population" button.

| Row | Select Age Group | Enter Target Population Name |
|-----|------------------|------------------------------|
| 1 | Choose Group ▼ | Enter Target Pop Name |
| 2 | Choose Group ▼ | Enter Target Pop Name |
| 3 | Choose Group ▼ | Enter Target Pop Name |
| 4 | Choose Group ▼ | Enter Target Pop Name |
| 5 | Choose Group ▼ | Enter Target Pop Name |

Add Target Population

EDIT TARGET POPULATIONS.

Choose the partner and the target population that you want to edit its details. Click the Edit Target Population button to move to the edit page.



The image shows a blue rectangular form with rounded corners. At the top, it says 'Implementing Partner*' in black text. Below this is a light purple rounded button with the text 'Choose Partner' and a small downward arrow icon. Further down, it says 'Choose Target Population*' in black text. Below this is another light purple rounded button with the text 'Choose Target Pc' and a small downward arrow icon. At the bottom of the form is a light purple rounded button with the text 'Edit Target Pop' in blue.

EDIT TARGET POPULATIONS.

Edit all the details as needed and then save them.

NOTE : If the age group is not set, then your details wont be saved.

Choose the correct partner here.

Choose The Implementing Partner

GSK



Choose Age Group

Not Set



Target Population Name

FSW

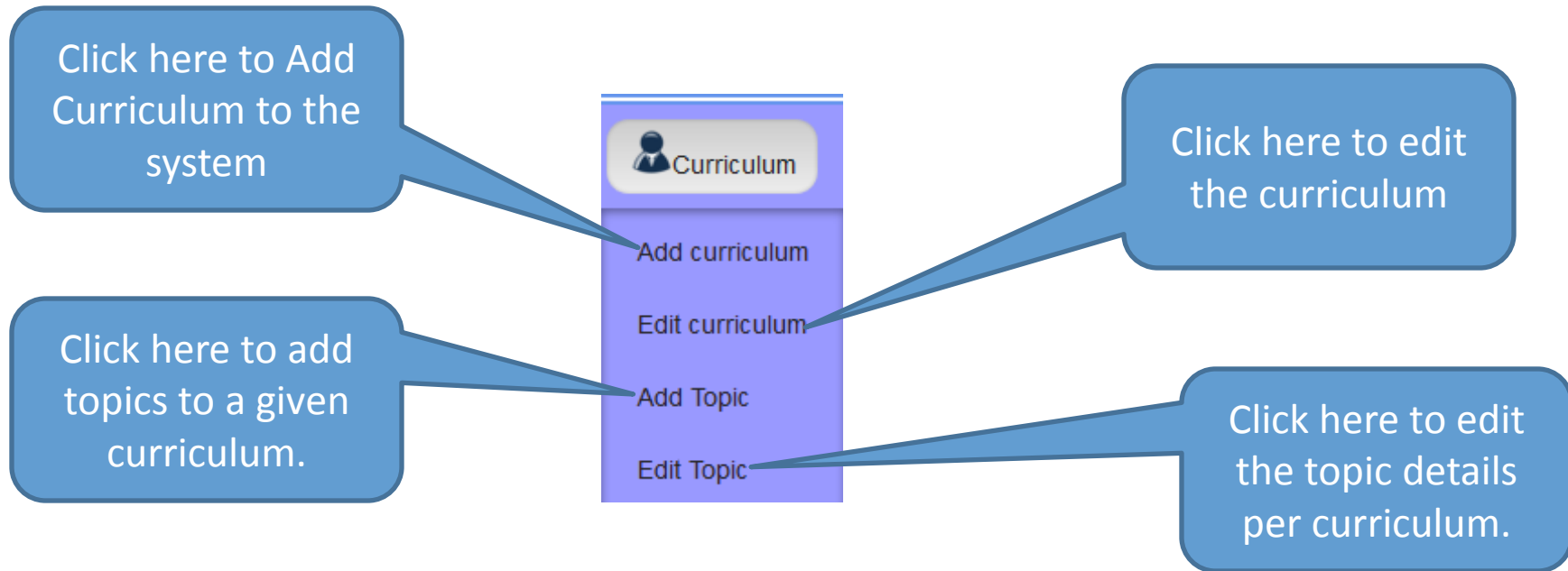
Save Details

Choose the age group here.

Enter the correct target population name here.

CURRICULUM.

Within this the administrator can be able to add and edit curriculum. She/he can also be able to add or edit topics within a given curriculum.



ADD CURRICULUM.

Choose the right target population to which you want to add curriculum.

* indicates must fill

| | |
|-----------------------|--------------------|
| Implementing Partner* | Choose Partner ▼ |
| Target Population * | target populatio ▼ |
| Next | |

ADD CURRICULUM.

Within this page, a user can register a maximum of 4 and a minimum of 1 curriculum. Each curriculum has the associated number of sessions which also must be entered.

| | |
|---|--------------------------|
| Partner Name: GSK Target Population: FSW | |
| Enter Curriculum Name | Enter number of sessions |
| Enter Curriculum Name | Enter number of sessions |
| Enter Curriculum Name | Enter number of sessions |
| Enter Curriculum Name | Enter number of sessions |
| Add Curriculum | |

EDIT CURRICULUM.

This is the curriculum edit page. Within this the user can be able to change the curriculum name.

The diagram shows a form titled "Curriculum*" on a blue background. It contains a dropdown menu with the letter "G" and a downward arrow. Below this is a text input field with the placeholder text "Enter New Curriculum Name". At the bottom of the form is a purple "Save" button. Two callout boxes provide instructions: one points to the dropdown menu with the text "Choose the curriculum you need to edit here.", and the other points to the text input field with the text "Enter the new curriculum name."

Choose the curriculum you need to edit here.

Curriculum*

G

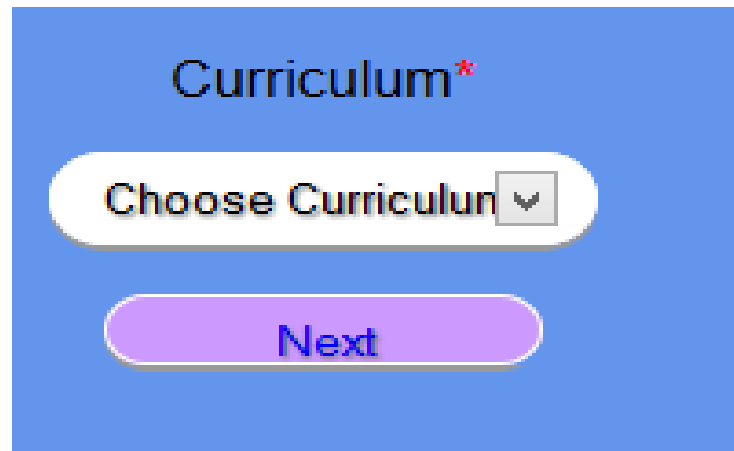
Enter New Curriculum Name

Save

Enter the new curriculum name.

ADD TOPICS.

Here the user needs to choose the curriculum where she/he needs to add topics. After choosing the curriculum the user can click on the next button.



Curriculum*

Choose Curriculum ▼

Next

ADD TOPICS.

Here the user can be able to register at most 12 and at least 1 topic per this page. Enter all the topic names you need to register under the selected curriculum and then save the details.

| | | | |
|-------------------------------|------------------|------------------|-------|
| Curriculum Name: TIME TO TALK | | | Next. |
| Enter Topic Name | Enter Topic Name | Enter Topic Name | |
| Enter Topic Name | Enter Topic Name | Enter Topic Name | |
| Enter Topic Name | Enter Topic Name | Enter Topic Name | |
| Enter Topic Name | Enter Topic Name | Enter Topic Name | |
| Save | | | |

EDIT TOPICS.

Edit and then save the details.

The form is titled "EDIT TOPICS." and contains the following fields and instructions:

- Curriculum***: A dropdown menu with "fsw" selected. A callout box points to this field with the text: "Select curriculum and the topic you need to edit its details".
- Topic ***: A dropdown menu with "fsw1" selected.
- Select new curriculum**: A label for the next dropdown menu.
- Choose Curriculum**: A dropdown menu with a downward arrow.
- Enter New Topic Name**: A text input field with "fsw1" entered and a green checkmark icon on the right. A callout box points to this field with the text: "Choose the new curriculum and enter the correct topic name."
- Save**: A purple button at the bottom of the form.

REPORTS

As the administrator , you can generate all the reports shown with more additional reports to come.

HC System is able to generate the following reports :

- County completion rate(pie chart)
- Partner completion rate(pie chart)
- Groups completion rate (excel)
- Target population attendance (bar chart)
- kePMS Report (both excel and bar chart)

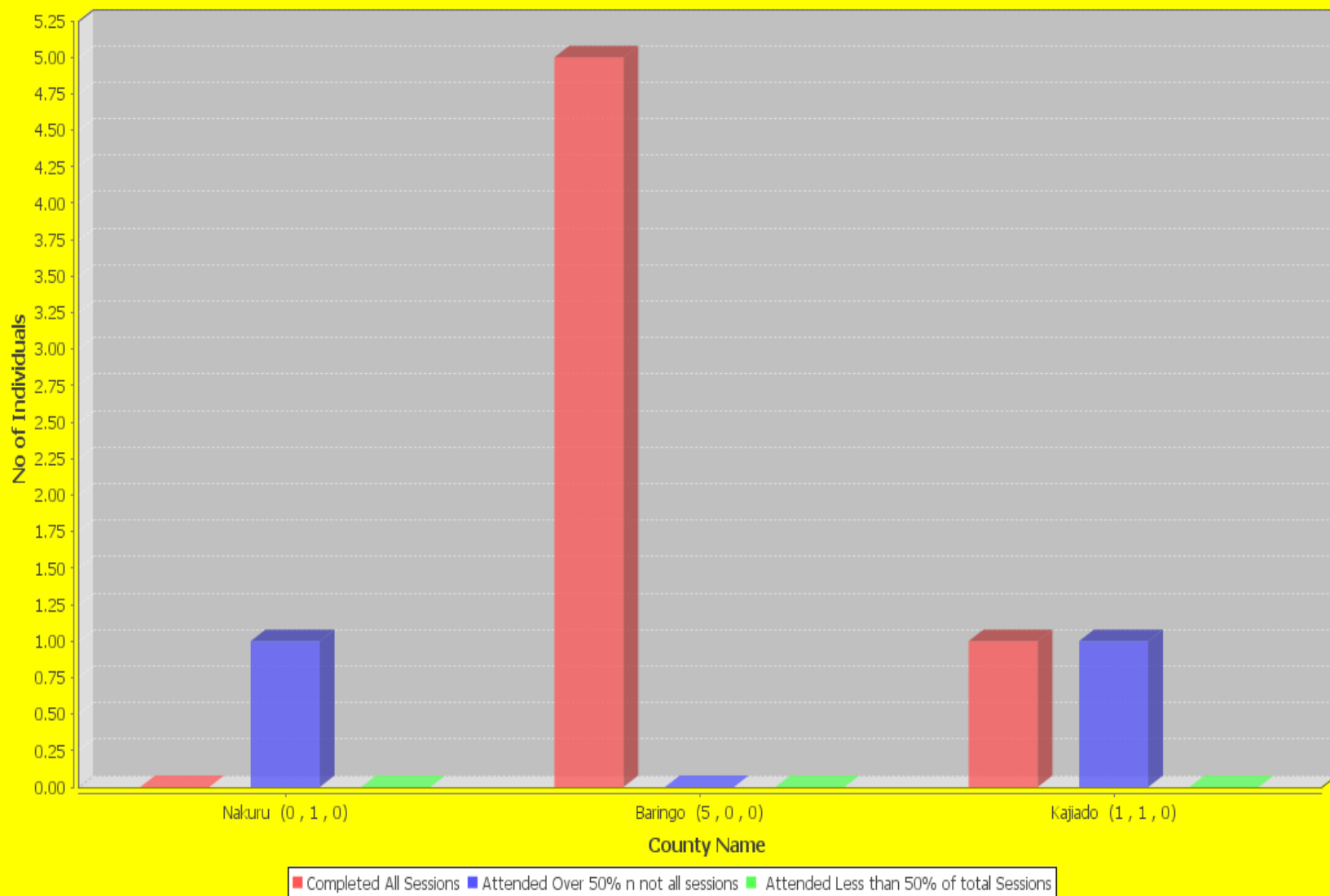
REPORTS-TARGET COMPLETION RATE PER COUNTY

Target Population :FSW

Period : Jan - March

Year : 2012

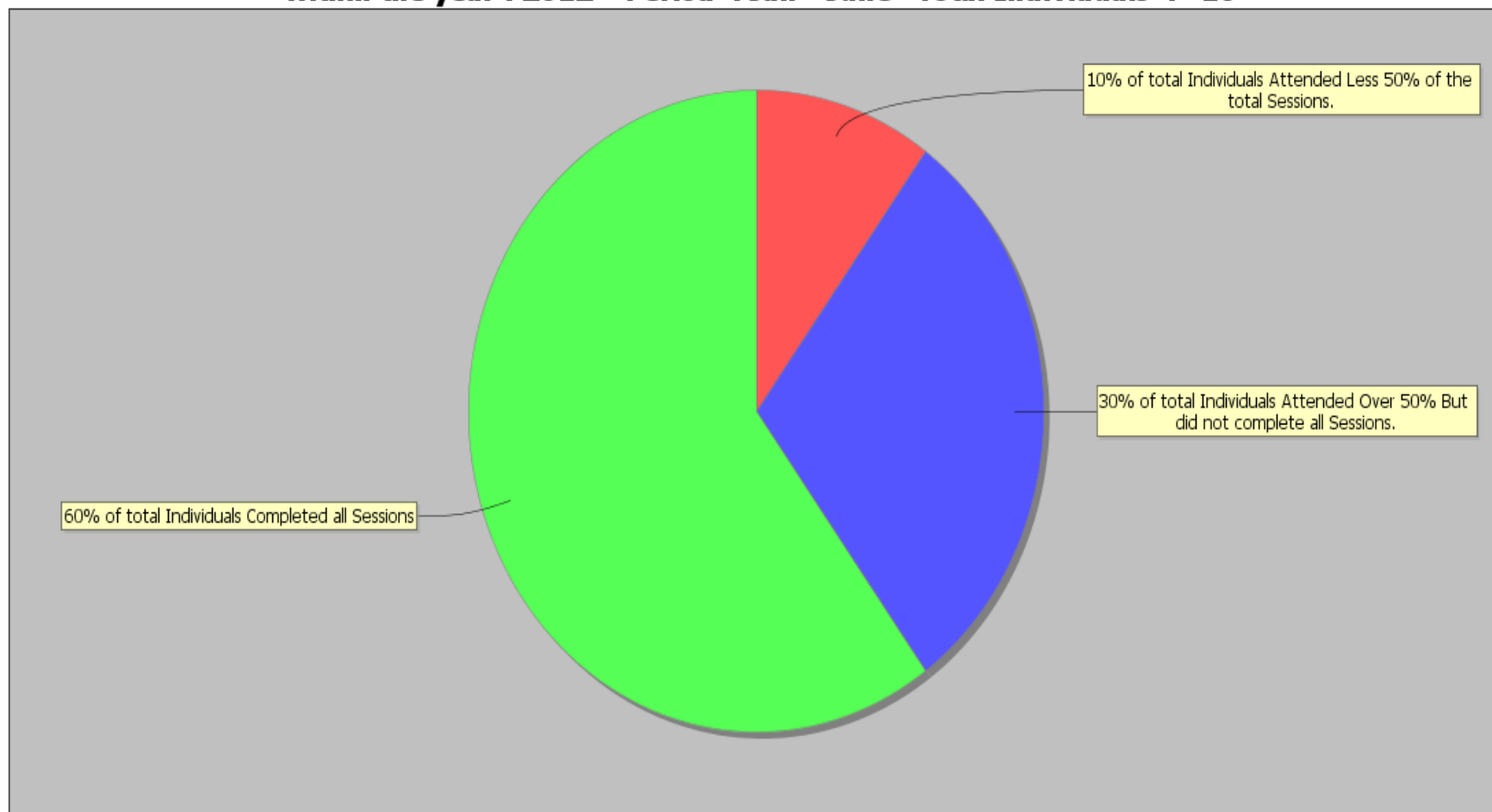
Total Individuals : 8



REPORTS-TARGET POPULATION COMPLETION RATE

Completion Rate for : FSW

**Partners : GSK and FAIR Counties : Baringo, Kajiado, Laikipia and Nakuru
within the year : 2012 Period : Jan - June Total Individuals : 10**



● 10% of total Individuals Attended Less 50% of the total Sessions. ● 30% of total Individuals Attended Over 50% But did not complete all Sessions.
● 60% of total Individuals Completed all Sessions

REPORTS-TARGET POPULATION ATTENDANCE

Target Population Report: (Jan - March)2012

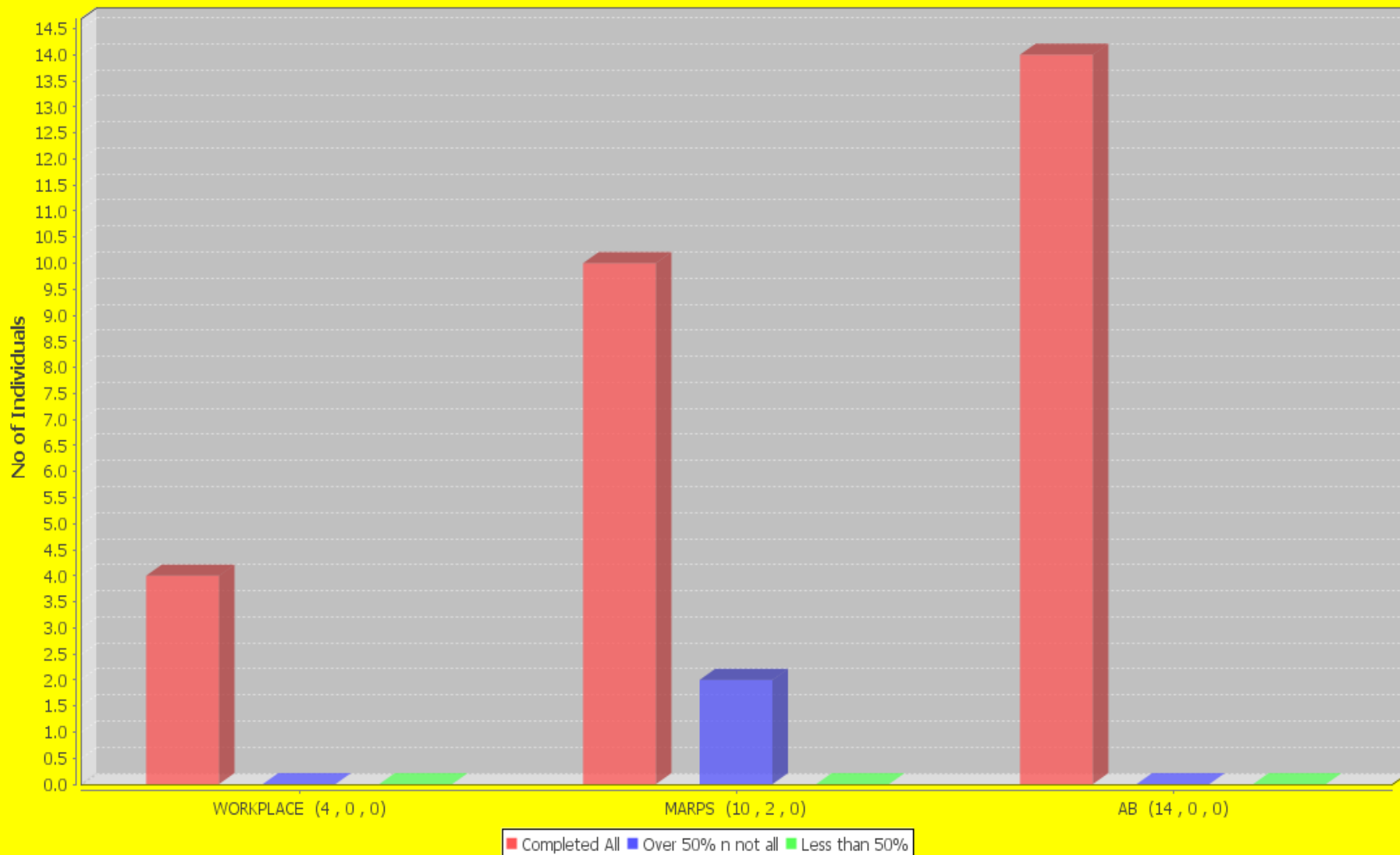
No of Individuals: 30



REPORTS-PEPFAR ATTENDANCE.

PEPFAR Report :(Period : Jan - March) 2012

Total Individuals : 30



REPORTS-GROUPS ATTENDANCE

This reports shows attendance of various groups

| Overall Groups Attendance Report | | | | | | | | | | |
|----------------------------------|--------------------------|------------|-------------|-------|------------|------------|-----------|-------------------|-------------------|--------------------|
| Partner Name | Target Population | Group Name | Facilitator | Total | Start Date | End Date | Completed | Attended over 50% | Attended less 50% | Overall Attendance |
| | FSW | mwas | mo mo | 1 | 02/03/2014 | 03/03/2014 | 0% | 100% | 0% | 83% |
| | | kaj | jak2 mwas | 3 | 02/03/2014 | 03/03/2014 | 33% | 67% | 0% | 89% |
| | | grp1 | m m | 5 | 02/03/2014 | 03/03/2014 | 100% | 0% | 0% | 100% |
| | | grp2 | m m | 4 | 02/03/2014 | 03/03/2014 | 100% | 0% | 0% | 100% |
| | | grp3 | m m | 4 | 02/03/2014 | 03/03/2014 | 100% | 0% | 0% | 100% |
| GSK | ADULT WORKPLACE | | | | | | | | | |
| NOPE | OSY | hui | mo mo | 5 | 02/03/2014 | 03/03/2014 | 100% | 0% | 0% | 100% |
| ICL | YOUTH TERTIARY EDUCATION | bargrp | m m | 5 | 02/03/2014 | 03/03/2014 | 100% | 0% | 0% | 100% |
| | | hutr | m m | 4 | 02/03/2014 | 03/03/2014 | 100% | 0% | 0% | 100% |
| | | | | | | | | | | |

REPORTS-PEPFAR REPORT

This report shows the completion rate for all the counties with the given PEPFAR. It shows only those who have completed.

| County | PEPFAR | Sex | Jan-March | April -June | July-Sep | Oct -Dec | Totals |
|---------|-----------|--------|-----------|-------------|----------|----------|--------|
| Baringo | AB | FEMALE | 6 | | | | 6 |
| | | MALE | 4 | | | | 4 |
| | MARPS | FEMALE | 5 | | | | 5 |
| | | MALE | | | | | 0 |
| | WORKPLACE | FEMALE | | | | | 0 |
| | | MALE | | | | | 0 |
| Kajiado | AB | FEMALE | 1 | | | | 1 |
| | | MALE | 3 | | | | 3 |
| | MARPS | FEMALE | 3 | | | | 3 |
| | | MALE | 2 | | | | 2 |
| | WORKPLACE | FEMALE | | | | | 0 |
| | | MALE | | | | | 0 |

REPORTS-PEPFAR REPORT

This report shows the completion rate for all the counties with the given target populations . It shows only those who have completed.

| County | Target Grouped | Sex | Jan-March | April -June | July-Sep | Oct -Dec | Totals |
|----------|--------------------------|--------|-----------|-------------|----------|----------|--------|
| Laikipia | ADULT WORKPLACE | MALE | 2 | | | | 2 |
| | | FEMALE | 2 | | | | 2 |
| Baringo | FSW | FEMALE | 5 | | | | 5 |
| | | MALE | 2 | | | | 2 |
| | YOUTH TERTIARY EDUCATION | FEMALE | 3 | | | | 3 |
| | | MALE | 2 | | | | 2 |
| | OSY | FEMALE | 3 | | | | 3 |
| | | MALE | 2 | | | | 2 |
| Kajiado | FSW | FEMALE | 1 | | | | 1 |
| | MSM | MALE | 2 | | | | 2 |
| | | MALE | 3 | | | | 3 |
| | YOUTH TERTIARY EDUCATION | FEMALE | 1 | | | | 1 |

REPORTS-PEPFAR REPORT

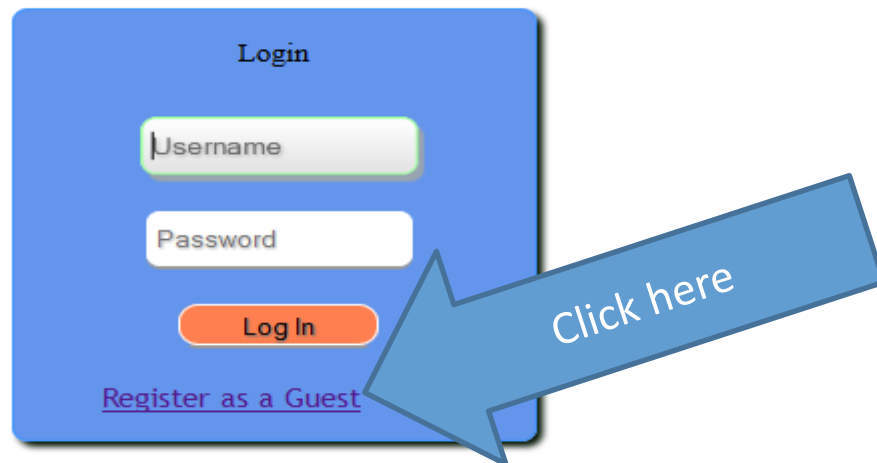
This report shows the completion rate for all the Partners with the given target populations . It shows only those who have completed.

| IP | Target Grouped | Sex | Jan-March | April -June | July-Sep | Oct -Dec | Totals |
|------|--------------------------|--------|-----------|-------------|----------|----------|--------|
| GSK | FSW | FEMALE | 6 | | | | 6 |
| | MSM | MALE | 2 | | | | 2 |
| | ADULT WORKPLACE | MALE | 2 | | | | 2 |
| | | FEMALE | 2 | | | | 2 |
| NOPE | OSY | MALE | 2 | | | | 2 |
| | | FEMALE | 3 | | | | 3 |
| ICL | YOUTH TERTIARY EDUCATION | MALE | 5 | | | | 5 |
| | | FEMALE | 4 | | | | 4 |

GUEST..

The system support a guest user whose main role will be to generating and viewing the system reports.

From the log in page , if you are not registered as a guest you can click on the link given and be able to register.



GUEST REGISTRATION PAGE.

Enter all the required details and click on the register button.

* indicates must fill fields

| | |
|-------------------|-----------------------------------|
| User id* | <input type="text" value="2557"/> |
| Surname* | <input type="text"/> |
| First Name* | <input type="text"/> |
| Middle Name* | <input type="text"/> |
| Position | <input type="text"/> |
| Username* | <input type="text"/> |
| Password* | <input type="password"/> |
| Confirm Password* | <input type="password"/> |

Register

Click here if you don't want to register.

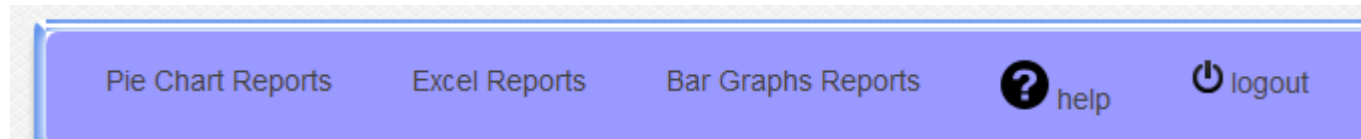
Go Back

The data in this two field must be similar

The image shows a registration form on a blue background. The form has eight input fields: 'User id*' (containing '2557'), 'Surname*', 'First Name*', 'Middle Name*', 'Position', 'Username*', 'Password*', and 'Confirm Password*'. A legend indicates that an asterisk (*) means the field is mandatory. Below the fields is an orange 'Register' button. To the right of the form, there is a green 'Go Back' button and a blue callout box pointing to the 'Password*' and 'Confirm Password*' fields, stating 'The data in this two field must be similar'. Another blue callout box points to the 'Go Back' button, saying 'Click here if you don't want to register.'

GUEST MENU.

After registering as a guest, you can be able to generate any of the reports shown. Currently this are the reports shown on the menu.



After you have completed using the system, you can always log out.