


# DIC SYSTEM OVERVIEW

## Introduction

- A web based application.
- It's platform independent.
- DIC is designed in modules.
- It'd developed on a java framework.
- DIC is intended for capturing, storage, processing, analysis and generating reports of DIC'S data.

# DIC SYSTEM

## Login Page



**Login:**

Username

Password

# DIC SYSTEM

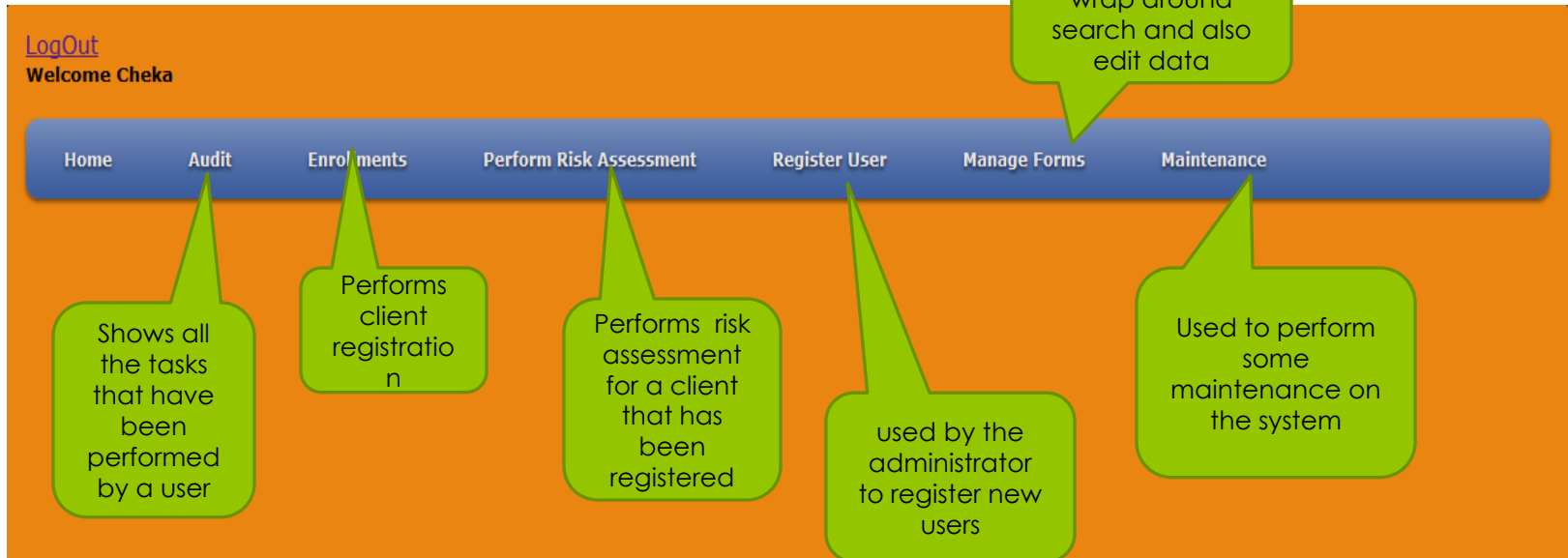
## Login Page Cont'

- The system has three users:
  - 1) Administrator.
  - 2) Data Clerk.
  - 3) Guest
- User inputs his credentials:
- These credentials must have been registered by the administrator
  - 1) Username.
  - 2) Password.

# DIC SYSTEM

## Home Page

- The home page constitutes of the modules/functionalities the system performs.



# Enrollment Module

- [Home](#)
[Audit](#)
[Enrollments](#)
[Perform Risk Assessment](#)
[Register User](#)
[Manage Forms](#)
[Maintenance](#)

## Enrollment

**1 Client Details**  
Fill details marked \*

**2 Personal Details**  
Fill details marked \*

**3 Contact Details**  
Fill details marked \*

**4 Other Details**  
Fill details marked \*

### Step 1: Clients Details

Date of Enrollment *	<input type="text"/>		
County *	<input type="text" value="Baringo"/>	DIC Name *	<input type="text" value="Choose DIC Name"/>
Client Initials *	<input type="text"/>	Unique Identifier *	<input type="text"/>

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[Finish](#)

# DIC SYSTEM

## Enrollment Module

- The enrollment page is designed into five tabs to capture a client's data.
- The five details classify the clients data into:
  - 1) Client's Details.
  - 2) Personal Details.
  - 3) Contact Details.
  - 4) Clients Details.
- The following slides shows the different tabs in enrollment module.

# DIC SYSTEM

## Enrollment Module:

[Audit](#)[Enrollments](#)[Perform Risk Assessment](#)[Register User](#)[Manage Forms](#)[Maintenance](#)

### Enrollment

#### 1 Client Details

Fill details marked \*

#### 2 Personal Details

Fill details marked \*

#### 3 Contact Details

Fill details marked \*

#### 4 Other Details

Fill details marked \*

#### Step 2: Personal Details

Date of Birth *	<input type="text"/>	Sex *	<input type="text"/>
Client Age *	<input type="text"/>	Marital Status *	<input type="text"/>
Do you have Children	<input type="text"/>	Area of Residence	<input type="text"/>
If Yes, how many?	<input type="text"/>		
If Yes, what are their ages?			
<input type="checkbox"/> 0 - 9 yrs	<input type="text"/>	<input type="checkbox"/> 10 - 14 yrs	<input type="text"/>
<input type="checkbox"/> 15-19 yrs	<input type="text"/>	<input type="checkbox"/> 20 - 24 yrs	<input type="text"/>
		<input type="checkbox"/> 25+ yrs	<input type="text"/>
Religion *	<input type="text"/>		
Completed Education Level	<input type="text"/>		

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# DIC SYSTEM

## Enrollment Module:

[Audit](#) [Enrollments](#) [Perform Risk Assessment](#) [Register User](#) [Manage Forms](#) [Maintenance](#)

### Enrollment

**1 Client Details**  
Fill details marked \*

**2 Personal Details**  
Fill details marked \*

**3 Contact Details**  
Fill details marked \*

**4 Other Details**  
Fill details marked \*

#### Step 3: Contact Details

Client Phone #	<input type="text"/>
Client e-mail address	<input type="text"/>
Alternative Phone#	<input type="text"/>
Client area of Operation	
<input type="checkbox"/> Naivasha	<input type="checkbox"/> Gilgil
<input type="checkbox"/> Nanyuki	<input type="checkbox"/> Ngong
<input type="checkbox"/> Narok	<input type="checkbox"/> Nakuru
<input type="checkbox"/> Salgaa	<input type="checkbox"/> Makutano
<input type="checkbox"/> Others,Specify <input type="text"/>	
Venue	<input type="text"/>

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# DIC SYSTEM

## Enrollment Module:

[Audit](#) [Enrollments](#) [Perform Risk Assessment](#) [Register User](#) [Manage Forms](#) [Maintenance](#)

### Enrollment

1 **Client Details**  
Fill details marked \*

2 **Personal Details**  
Fill details marked \*

3 **Contact Details**  
Fill details marked \*

4 **Other Details**  
Fill details marked \*

#### Step 4: Other Details

Occupation

☐ Small Business ☐ Hawking  
☐ Farming ☐ Artisan(Jua Kali)  
☐ Formal Employment ☐ Sex Work  
☐ None

Are you a member of:

NHIF

NSSF

MicroFinance Group

Women Group

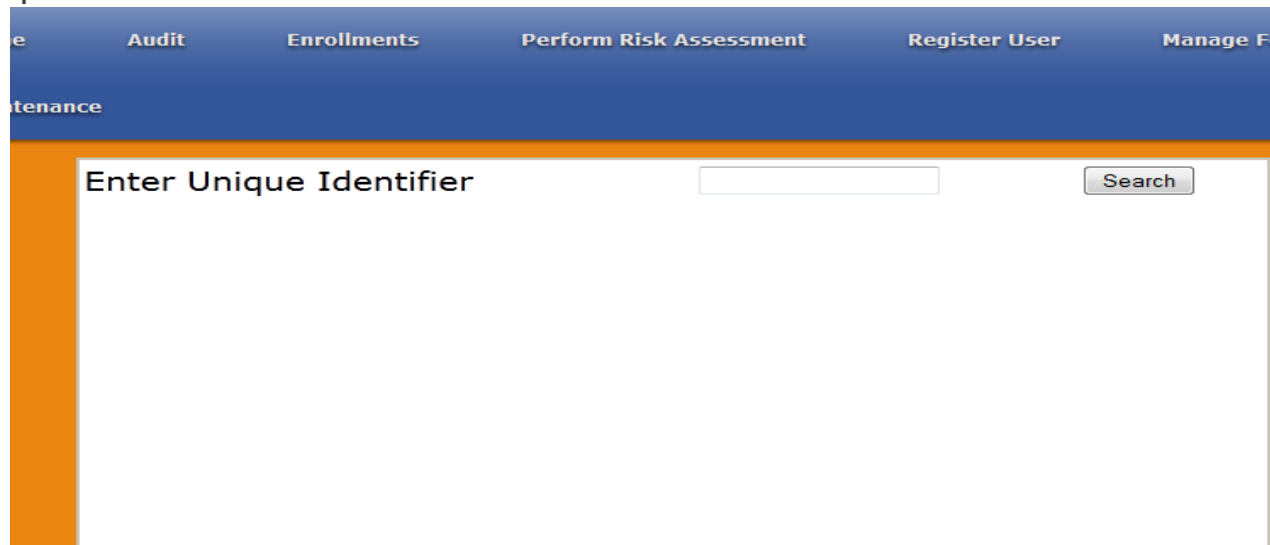
How client learnt about DIC

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# DIC SYSTEM

## Perform Risk Assessment Module:

- Risk assessments are only performed on clients that are already registered.
- Clicking on the Perform Risk Assessment tab on the menu displays a page where the user is prompted to input unique identifier for a registered client on whom Risk assessment is to be performed.



The screenshot shows a web application interface with a blue header bar containing navigation tabs: "e", "Audit", "Enrollments", "Perform Risk Assessment", "Register User", and "Manage F". Below the header, on the left, is a vertical orange sidebar with the word "tenance" visible. The main content area is white and contains the text "Enter Unique Identifier" followed by a text input field and a "Search" button.

# DIC SYSTEM

## Perform Risk Assessment Module:

- On searching on the unique identifier textbox, the clients details will be shown and prompt whether the user would like to perform risk assessment on the client.

The screenshot displays the DIC SYSTEM interface. At the top, a dark blue navigation bar contains the following menu items: Home, Audit, Enrollments, Perform Risk Assessment (which is highlighted), Register User, and Manage Forms. Below this bar, on the left, is a 'Maintenance' link. The main content area has an orange background. It features a section titled 'Enter Unique Identifier' with a text input field and a 'Search' button. Below this is a 'Client Details' section containing a table of client information. At the bottom of this section is a red underlined link labeled 'Risk Assessment'.

Client Details			
District	Nakuru	DIC Name	Naivasha
Unique Identifier	Nakuru/M.W.W./06/201	Client Initials	M.W.W.
Sex	Female		

[Risk Assessment](#)

# DIC SYSTEM

## Perform Risk Assessment Module:

### 1 Sexual Practices Fill details marked \*

### 2 STI/HIV Fill details marked \*

### 3 Family Planning Fill details marked \*

### 4 Substance Abuse Fill details marked \*

### 5 Sexual & Gender Violence

#### Step 1: Sexual Practices

Date of Assessment *	<input type="text"/>
A. When did you last have sexual intercourse?	<input type="text"/>
B. Did you use a condom?	<input type="text"/>
C. Genders of your sex partners?	<input type="text"/>
D. When was the last time you had sex with a paying partner?	<input type="text"/>
E. Average number of paying clients per week:(Probe for the last 3 months)	<input type="text"/>
F. Do you have a non-paying partner(husband,boyfriend)	<input type="text"/>
G. How many non-paying partners do you have?	<input type="text"/>
H. In the last one month, how many times did you have sex with a paying part	<input type="text"/>
I. How often do you practice the following behaviors?(Probe for the last one year)	
a) Vaginal Sex	N/A <input type="text"/>
b) Oral Sex	N/A <input type="text"/>
c) Anal Sex	N/A <input type="text"/>
J. How often do you use condoms when engaging in the following?(Probe for the last one year)	
a)Vaginal Sex	N/A <input type="text"/>
b)Oral Sex	N/A <input type="text"/>
c)Anal Sex	N/A <input type="text"/>
K. Who provides the condoms?	<input type="text"/>

# DIC SYSTEM

## Perform Risk Assessment Module:

- Risk Assessment page has five tabs that captures client's data on risk assessment. The five tabs classify data into:
  - 1) Sexual practices.
  - 2) STI/HIV.
  - 3) Family Planning.
  - 4) Substance abuse.
  - 5) Sexual & Gender Violence
- The following slides displays four of the tabs

# DIC SYSTEM

## Perform Risk Assessment Module:

**1 Sexual Practices**  
Fill details marked \*

**2 STI/HIV**  
Fill details marked \*

**3 Family Planning**  
Fill details marked \*

**4 Substance Abuse**  
Fill details marked \*

**5 Sexual & Gender Violence**

### Step 2: STI/HIV

Have you ever had any of these signs in the last 6 months?

i) Discharge through the genitals?

ii) Pain when passing urine?

iii) Pain when engaging in Sex?

iv) Swelling in Genital areas?

v) Genital sores or ulcers?

vi) Discoloration of urine?

vii) Abdominal Pain?

N. a) Did you seek treatment

b) If yes, where did you seek treatment?

O. a) Do you use lubricants?

b) If yes, What do you use?

KYJelly

☐

Saliva

☐

Other,Specify

☐

c) If yes, When do you use lubricants?

Anal Sex ☐

Vaginal Sex ☐

# DIC SYSTEM

Perform Risk Assessment Module:

**1 Sexual Practices**  
Fill details marked \*

**2 STI/HIV**  
Fill details marked \*

**3 Family Planning**  
Fill details marked \*

**4 Substance Abuse**  
Fill details marked \*

**5 Sexual & Gender Violence**

## Step 3: Family Planning & Douching

### Family Planning

P. a) Are you pregnant?

b) Do you wish to have children with the next 2 years?

c) Do you use any family planning method?

d) If yes, which method?

# DIC SYSTEM

## Perform Risk Assessment Module:

**1 Sexual Practices**  
Fill details marked \*

**2 STI/HIV**  
Fill details marked \*

**3 Family Planning**  
Fill details marked \*

**4 Substance Abuse**  
Fill details marked \*

**5 Sexual & Gender Violence**

### Step 4: Substance Abuse

Q. a) Have you used alcohol in the past 3 months?	<input type="text"/>
b) If yes, how often do you take alcohol?	<input type="text"/>
R. a) Have you used any other drug in the last 3 mo	<input type="text"/>
b) If yes, which one?	<input type="text"/>
c) How often?	<input type="text"/>

#### Douching

S. a) Do you practice Vaginal Douching?	<input type="text"/>
b) When do you douche?	<input type="text"/>
After Sex	<input type="checkbox"/>
When Bathing	<input type="checkbox"/>
Condom Burst	<input type="checkbox"/>
Other	<input type="checkbox"/>

Please specify



# DIC SYSTEM

## Perform Risk Assessment Module:

**1 Sexual Practices**  
Fill details marked \*

**2 STI/HIV**  
Fill details marked \*

**3 Family Planning**  
Fill details marked \*

**4 Substance Abuse**  
Fill details marked \*

**5 Sexual & Gender Violence**

### Step 5: Sexual and Gender Based Violence

T. In the past 6 months, has anyone:

a) Have you been beaten or seriously threatened by your partner or anyone  When was the last time?

b) Have you been raped by your partner or any other person?  When was the last time

c) Does your partner deliberately deprive you of economic support?  When was the last time?

d) Does your partner deliberately say or do bad things in order to hurt you?  When was the last time

e) Do any partner related problems affect your use of condoms, FP or seeking health services through disclosure and adherence to treatment  When was the last time?

U. a) Did you seek treatment after this happened?

b) Where did you seek treatment?

V. a) Did you report?

b) If yes, where?

# DIC SYSTEM

## Perform Risk Assessment Module:

**1 Sexual Practices**  
Fill details marked \*

**2 STI/HIV**  
Fill details marked \*

**3 Family Planning**  
Fill details marked \*

**4 Substance Abuse**  
Fill details marked \*

**5 Sexual & Gender Violence**

### Step 5: Sexual and Gender Based Violence

T. In the past 6 months, has anyone:

a) Have you been beaten or seriously threatened by your partner or anyone

When was the last time?

b) Have you been raped by your partner or any other person?

When was the last time

c) Does your partner deliberately deprive you of economic support?

When was the last time?

d) Does your partner deliberately say or do bad things in order to hurt you?

When was the last time

e) Do any partner related problems affect your use of condoms, FP or seeking health services through disclosure and adherence to treatment

When was the last time?

U. a) Did you seek treatment after this happened?

b) Where did you seek treatment?

V. a) Did you report?

b) If yes, where?

# DIC SYSTEM

## Risk Reduction Module

- Clicking the “Finish” button will take to perform Risk Reduction on the client.
- Risk Reduction is also split into five tabs that captures data on risk reduction about the client:
  - 1) Qstn A to B
  - 2) Qstn C to D
  - 3) Qstn E to F
  - 4) Qstn G to H
  - 5) Qstn I, J toK

# DIC SYSTEM

## Risk Reduction Module

Home Audit Enrollments Perform Risk Assessment Register User Manage Forms Maintenance

### Risk Reduction

this is Risk Reduction No: 2

**1** Qstns A & B  
Fill details marked \*

**2** Qstns C & D  
Fill details marked \*

**3** Qstns E & F  
Fill details marked \*

**4** Qstns G & H  
Fill details marked \*

**5** Qstns I, J & K  
Fill details marked \*

#### Step 1: Questions A & B

Date of Assessment

\*

Cadre of Provider

\*

Activity

Current Status

Indicate Action  
Taken

100% Condom use with paying partners:

Condoms Provided Today?

If yes,how many condoms?

100% condom use with non-paying partner(s)

Water-Based Lubricants

Water-Based Lubricants Provided today

If yes,how many WBL?

Previous

Next

Finish

# DIC SYTEM

## Risk Reduction Module

- The following slides show the different tabs of the Risk Reduction analysis.

[Home](#) [Audit](#) [Enrollments](#) [Perform Risk Assessment](#) [Register User](#) [Manage Forms](#) [Maintenance](#)

**Risk Reduction**

This is Risk Reduction No: 2

**1** Qstns A & B  
Fill details marked\*

**2** Qstns C & D  
Fill details marked\*

**3** Qstns E & F  
Fill details marked\*

**4** Qstns G & H  
Fill details marked\*

**5** Qstns I, J & K  
Fill details marked\*

**Step 2: Questions C & D**

Activity	Current Status		Indicate Action Taken
Alcohol and other drug use	Audit Score:	<input type="text"/>	
Knowledge on HIV,STIs,FP,TB	<input type="text"/>		
	Health Education provided today?	<input type="text"/>	
	Appointment for next session(s)	<input type="text"/>	

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# DIC SYSTEM

## Risk Reduction Module

### Risk Reduction

This is Risk Reduction No: 2

**1** Qstns A & B  
Fill details marked \*

**2** Qstns C & D  
Fill details marked \*

**3** Qstns E & F  
Fill details marked \*

**4** Qstns G & H  
Fill details marked \*

**5** Qstns I, J & K  
Fill details marked \*

#### Step 3: Questions E & F

Activity	Current Status		Indicate Action Taken
HIV Testing	Tested today	<input type="text"/>	<input type="text"/>
	Tested with partner?	<input type="text"/>	<input type="text"/>
Sexually Transmitted Infections(STIs)	Provided an STI checkup today?	<input type="text"/>	<input type="text"/>
	Next Checkup date	<input type="text"/>	<input type="text"/>

Previous

Next

Finish

# DIC SYSTEM

## Risk Reduction Module

### Risk Reduction

This is Risk Reduction No: 2

**1** Qstns A & B  
Fill details marked \*

**2** Qstns C & D  
Fill details marked \*

**3** Qstns E & F  
Fill details marked \*

**4** Qstns G & H  
Fill details marked \*

**5** Qstns I, J & K  
Fill details marked \*

#### Step 4: Questions G & H

Activity	Current Status		Indicate Action Taken
Cervical Cancer Screening	Screened Today?	<input type="text"/>	<input type="text"/>
	If not, appointment for next screening	<input type="text"/>	<input type="text"/>
Tuberculosis	Screened Today?	<input type="text"/>	<input type="text"/>
	Appointment for next checkup	<input type="text"/>	<input type="text"/>

Previous

Next

Finish

# DIC SYSTEM

## Risk Reduction Module

### Risk Reduction

This is Risk Reduction No: 2

**1** Qstns A & B  
Fill details marked \*

**2** Qstns C & D  
Fill details marked \*

**3** Qstns E & F  
Fill details marked \*

**4** Qstns G & H  
Fill details marked \*

**5** Qstns I, J & K  
Fill details marked \*

#### Step 5: Questions I,J and K

Activity	Current Status		Indicate Action Taken
Gender Based Violence(GBV)	Referral provided today?	<input type="text"/>	<input type="text"/>
Family Planning Services	Currently on method?	<input type="text"/>	<input type="text"/>
	Provided method today?	<input type="text"/>	<input type="text"/>
	If Yes, what method?	<input type="text"/>	<input type="text"/>
	If not on method and not provided, why?	<input type="text"/>	<input type="text"/>
Alternative sources of income beyond SW	Linked to IGA Group	<input type="text"/>	<input type="text"/>
Date of next appointment *	<input type="text"/>		

Previous

Next

Finish



# DIC SYSTEM

## Medical analysis:

- Clicking the “Finish” button on the Risk Reduction form takes the user to the Medical form where the user performs a medical analysis on the client.
- The Medical form is characterized into three tabs that capture different medical data about the client.
- The next slide show the medical form.

# DIC SYSTEM

## Medical Form:

The screenshot displays the 'Medical Form' section of the DIC SYSTEM. At the top, a navigation bar includes 'Enrollments', 'Perform Risk Assessment', 'Register User', 'Manage Forms', and 'Maintenance'. Below this, a progress bar shows three steps: 'Step 1: Basic Information.' (highlighted in yellow), 'Step 2: System Exam.', and 'Step 3: Management.'. The main form area is blue and contains the following fields:

- Client Name :** Maria Wamuita Wakesho
- Unique Identifier**: Nakuru/M.W.W./06/2011/1
- Vital Signs:**
  - Temperature:** [Input field]
  - Blood Pressure:** [Input field]
  - P:** [Input field]
  - Weight:** [Input field]
- Current Complains:** [Four stacked input fields]

At the bottom, there are three buttons: 'Previous', 'Next', and 'Finish'.

# DIC SYSTEM

## Register User Module:

- The “Register User Module” is used by the Administrator to register clerks and guests. The interface is as shown below:

The screenshot displays the 'Register User' module interface. At the top left, there is a 'LogOut' link and a 'Welcome Cheka' message. The header area features the USAID logo (with the tagline 'FROM THE AMERICAN PEOPLE') and the APHIA PLUS logo (with the tagline 'NURU YA BONDE'). Below the header is a blue navigation bar with the following menu items: Home, Audit, Enrollments, Perform Risk Assessment, Register User, Manage Forms, and Maintenance. The main content area contains a registration form with the following fields: Full Name, Username, Password, Confirm Password, Phone Number, Email, Location, and AccessLevel. The AccessLevel field is a dropdown menu currently set to '1'. A 'submit' button is located at the bottom of the form.

LogOut  
Welcome Cheka

USAID  
FROM THE AMERICAN PEOPLE

APHIA PLUS  
NURU YA BONDE

Home   Audit   Enrollments   Perform Risk Assessment   Register User  
Manage Forms   Maintenance

Full Name  
Username  
Password  
Confirm Password  
Phone Number  
Email  
Location  
AccessLevel  
1 ▼  
submit

# DIC SYSTEM


## Manage Forms Modules:

- Clicking the manage form tab will display the links on how to manage enrollments, risk assessments and risk reductions.



# Appointment Diary

- Shows clients due for an appointment in the next one week



Home   Audit Trail   Enrollments   Perform Risk Assessment   Manage Forms   Maintenance   Reports   Backups   Help

**FSW APPOINTMENTS DIARY**

UNIQUE ID	FIRST NAME	MIDDLE NAME	PHONE NO.	ALTERNATIVE PHONE NO.	APPOINTMENT DATE	SEND SMS
Narok/V.C. /10/2013/954	V	C	0726158001		2014-06-06	<input type="checkbox"/>
Narok/I.A. /11/2013/964	I	A	0714555820		2014-06-06	<input type="checkbox"/>
Narok/A.P. /12/2013/970	A	P	0700542800		2014-06-07	<input type="checkbox"/>
Narok/D.C. /03/2014/988	D	C	0723244475		2014-06-04	<input type="checkbox"/>
Narok/S.N. /03/2014/996	S	N	0724471526		2014-06-05	<input type="checkbox"/>
Narok/F.N. /03/2014/998	F	N	0718905826		2014-06-10	<input type="checkbox"/>
Narok/W.W. /02/2014/1052	W	W			2014-06-05	<input type="checkbox"/>

1/1

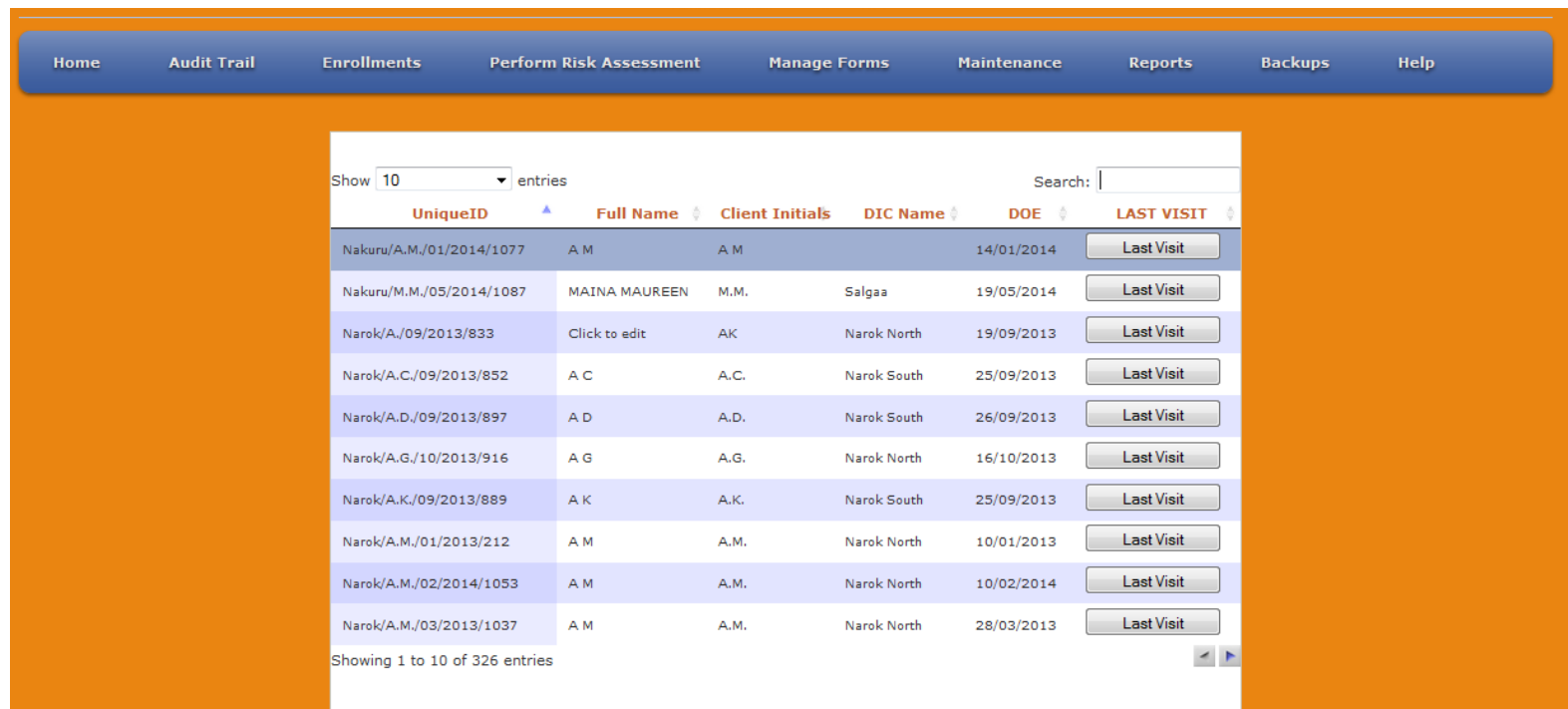
10

☐ Select All

Send SMS

# Last Visit Summary

- Shows a summary of the services and assessments done on a client during the previous visit. Search for a client then click the last visit button



UniqueID	Full Name	Client Initials	DIC Name	DOE	LAST VISIT
Nakuru/A.M./01/2014/1077	A M	A M		14/01/2014	Last Visit
Nakuru/M.M./05/2014/1087	MAINA MAUREEN	M.M.	Salgaa	19/05/2014	Last Visit
Narok/A./09/2013/833	Click to edit	AK	Narok North	19/09/2013	Last Visit
Narok/A.C./09/2013/852	A C	A.C.	Narok South	25/09/2013	Last Visit
Narok/A.D./09/2013/897	A D	A.D.	Narok South	26/09/2013	Last Visit
Narok/A.G./10/2013/916	A G	A.G.	Narok North	16/10/2013	Last Visit
Narok/A.K./09/2013/889	A K	A.K.	Narok South	25/09/2013	Last Visit
Narok/A.M./01/2013/212	A M	A.M.	Narok North	10/01/2013	Last Visit
Narok/A.M./02/2014/1053	A M	A.M.	Narok North	10/02/2014	Last Visit
Narok/A.M./03/2013/1037	A M	A.M.	Narok North	28/03/2013	Last Visit

Showing 1 to 10 of 326 entries

# The summary

Home

Audit Trail

Enrollments

Perform Risk Assessment

Manage Forms

Maintenance

Reports

Backups

Help

Behaviours and SGBV

Question

Answers

1) How often do u practice the following behaviours?

a) Vaginal Sex

Always (100%)

b) Oral Sex

Never

c) Anal Sex

Never

2) How often do you use condoms when engaging in the following behaviors

a) Vaginal Sex

Always (100%)

b) Oral Sex

Never

c) Anal Sex

Sometimes (<50%)

3) Have you been beaten or seriously threatened by your partner or anyone of the opposite sex?

4) Have you been raped by your partner or any other person?

5) Does your partner deliberately deprive you of economic support?

No

6) Does your partner deliberately say or do bad things in order to hurt you?

No

7) Do any partner related problems affect your use of condoms, FP or seeking health services through disclosure and adherence to treatment?

Yes

Risk Reduction Services Provided

No of Condoms Provided

144

No of WBL Provided

2

Health Education Provided

Yes

Provided HIV Testing

Yes

Tested with partner

No

STI Checkup

Yes

CC Screening

Yes

TB Screening

No

GBV Referral Provided

No

FP Method Provided

pills

# DIC SYSTEM

## Editing Enrollment:

- Clicking one of the links in the Manage Forms will display all the data on clients that have been enrolled or risk assess performed or risk reduction performed.
- A wrap around search on a clients information can be retrieved by inserting a client's unique identifier and clicking the "Search" Button.
- The retrieved data can either be edited or deleted depending on the roles assigned to the user.

[Audit](#) [Enrollments](#) [Perform Risk Assessment](#) [Register User](#) [Manage Forms](#) [Maintenance](#)

Enter Unique ID

[Enroll New Client](#)

Unique Identifier	Client Initials	Date of Enrollment	County	DIC Name	DOB	Sex	Marital Status	Edit	Delete
Nakuru/M.W.W./06/2011/1	M.W.W.	15/06/2011	Nakuru	Naivasha	14/02/1988	Female	Single	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>



# DIC SYSTEM

## Maintenance Module

- The Maintenance module's task is to maintain the system on adding, editing codes such as:
  - 1) County codes.
  - 2) Cadre codes.
- Clicking the Maintenance tab will display enrollment, risk assessments, risk reductions and highlighting the domains will display the codes that can be added and edited.
- The following slides will show as explained above

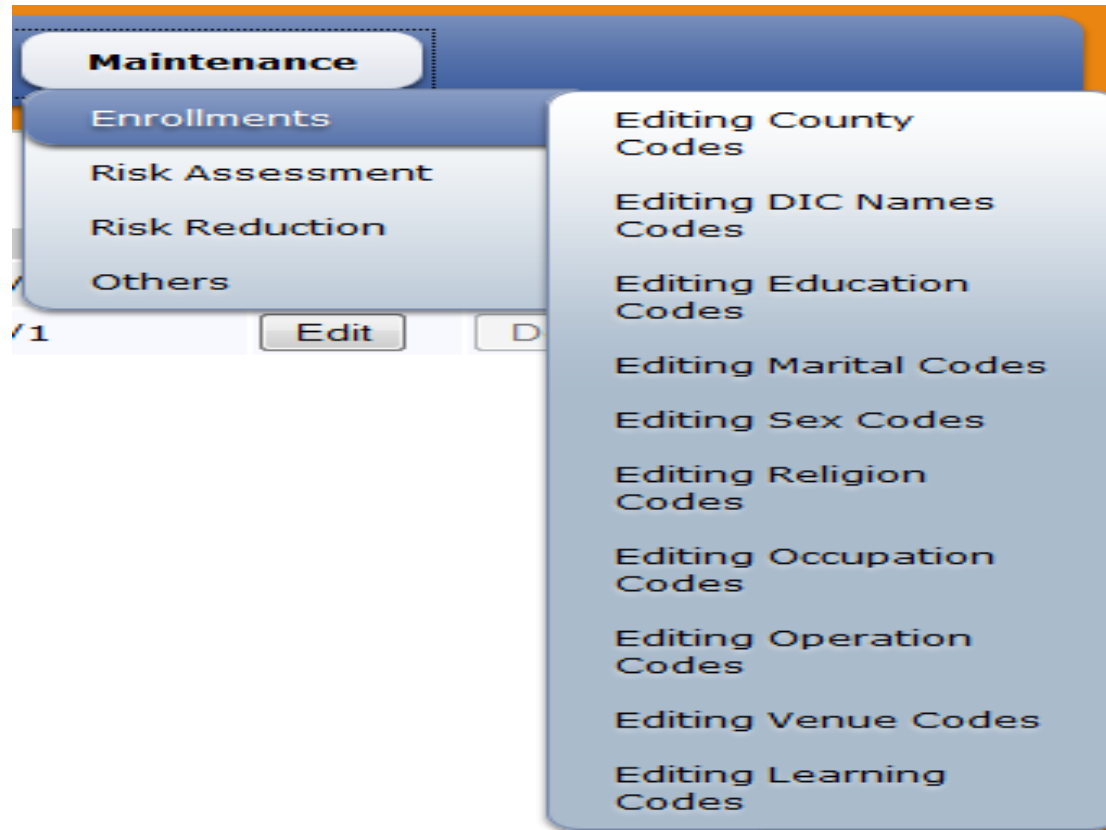
# DIC SYSTEM

Maintenance Module:



# DIC SYSTEM

Maintenance Module:



# DIC SYSTEM

Maintenance Module:

Adding codes interface.

Add new county...Delete selected company

Show 10▼ entriesSearch:

County ID▲	County▼
1	Kajiado
2	Laikipia
3	Nakuru
4	Narok
5	Baringo

County IDCounty

Showing 1 to 5 of 5 entries◀▶

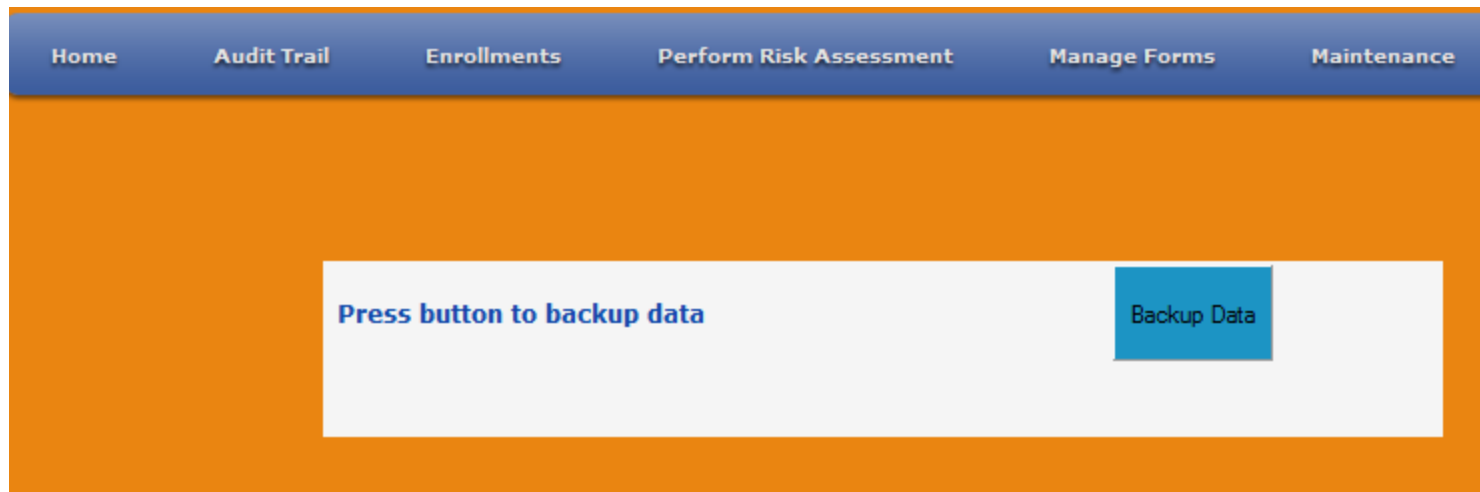
# DIC SYSTEM

## Adding County Codes

- The interface shows adding county codes and also displays the counties that exists.
- To add a new county, click the “Add county ” button.
- To search for a specific county, type the name on the text box and click “Search” button.
- The existing counties will be filtered to show the searched county.

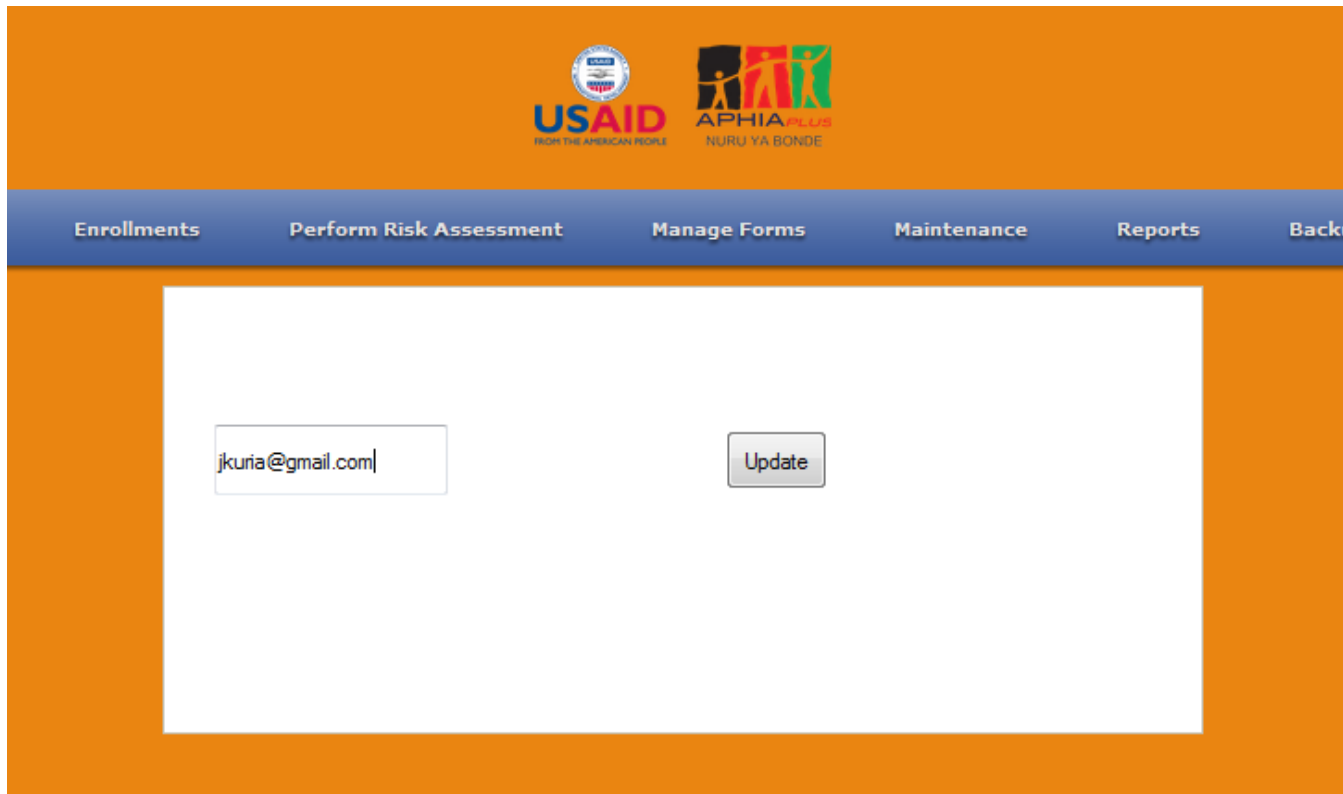
# Back Up Data

- Press the blue button to backup data



# Edit M&E Email

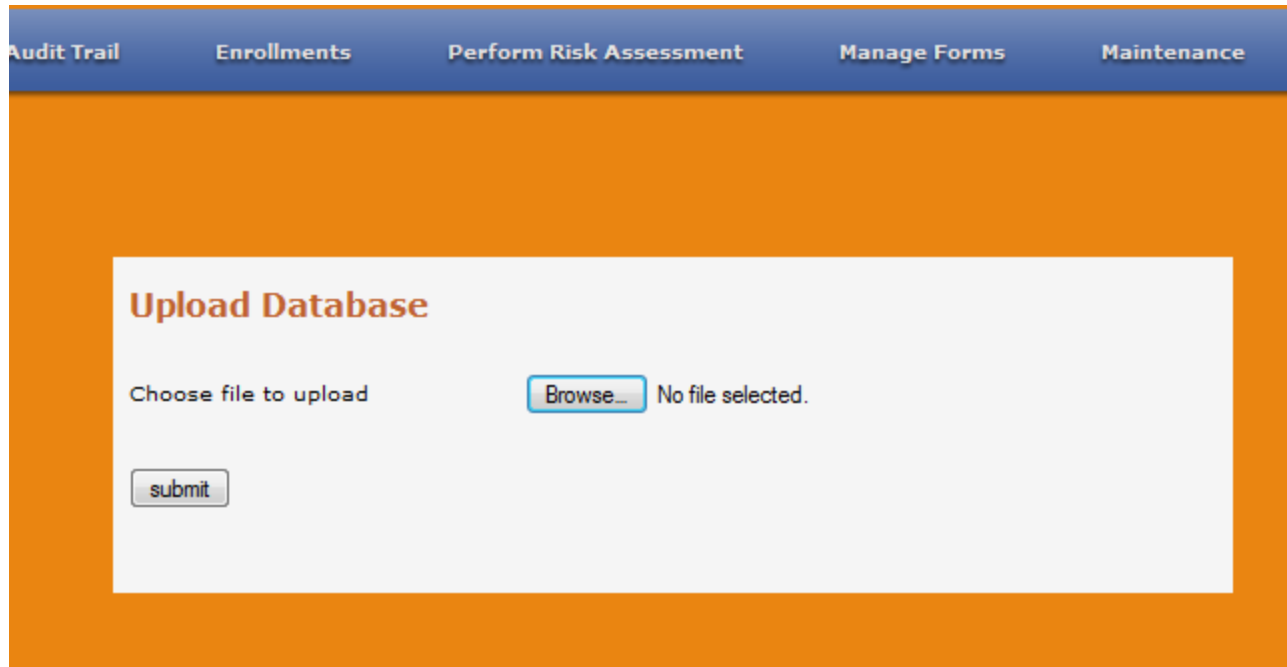
- Add the M&E Officer who will be receiving your backups



The screenshot shows the USAID APHIA PLUS web application interface. At the top, there is an orange header bar containing the USAID logo (with the tagline "FROM THE AMERICAN PEOPLE") and the APHIA PLUS logo (with the tagline "NURU YA BONDE"). Below the header is a dark blue navigation bar with the following menu items: "Enrollments", "Perform Risk Assessment", "Manage Forms", "Maintenance", "Reports", and "Back". The main content area is white and contains a text input field with the email address "jkuria@gmail.com" and a grey "Update" button to its right.

# Data Merging

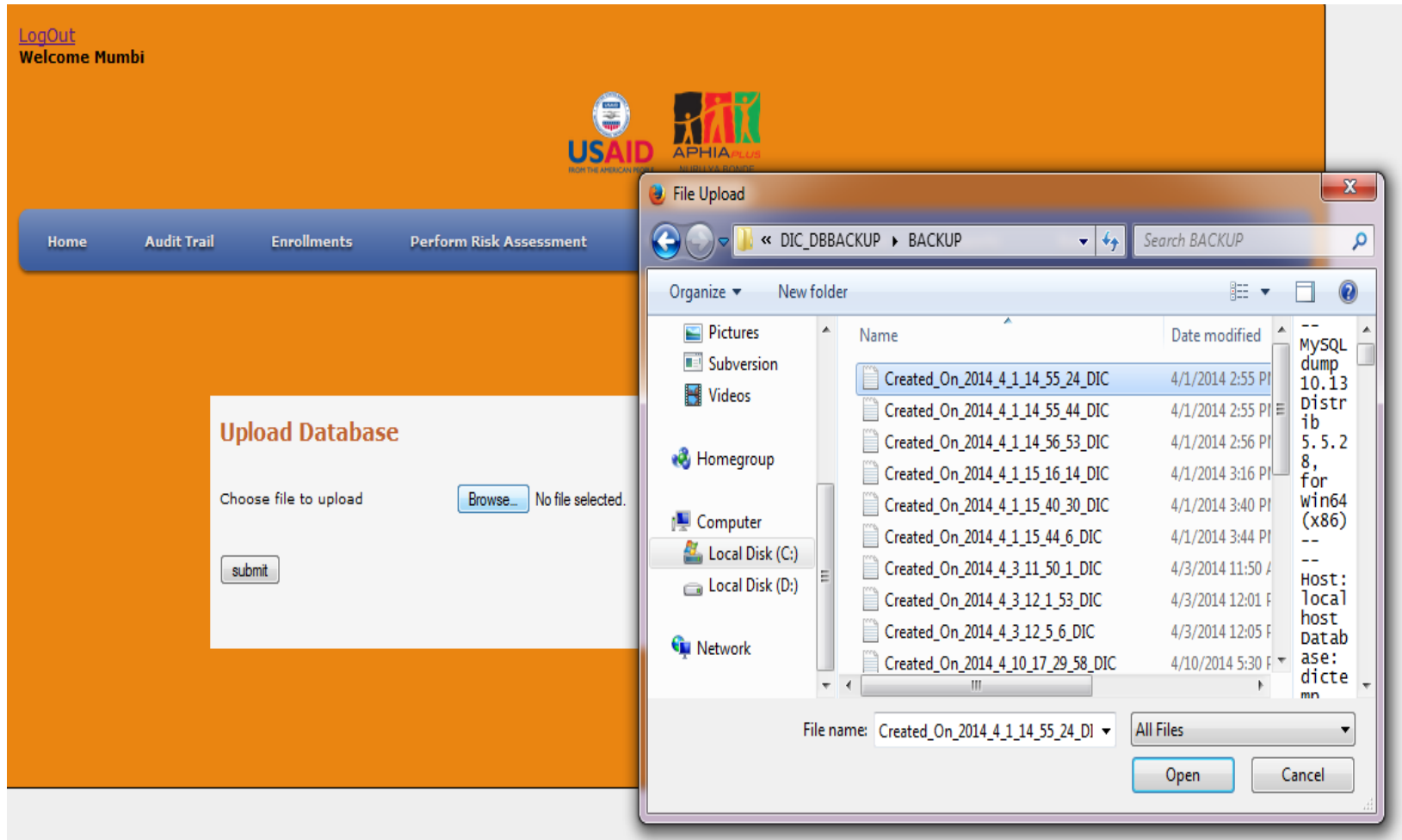
- Click Browse select the file to be merged then click submit.



The screenshot shows a web application interface with a blue navigation bar at the top containing the following links: Audit Trail, Enrollments, Perform Risk Assessment, Manage Forms, and Maintenance. Below the navigation bar is a large orange rectangular area. Inside this area is a white box titled "Upload Database" in red text. Below the title, the text "Choose file to upload" is displayed. To the right of this text is a blue "Browse..." button. Further to the right, the text "No file selected." is shown. Below the "Choose file to upload" text is a grey "submit" button.



# Select file and click submit to merge data



# DIC SYSTEM

## Logging out:

- User log out of the system by clicking the log out link in the pages.
- This exist the user out of the system.

