Easy steps to using open data kit (ODK)
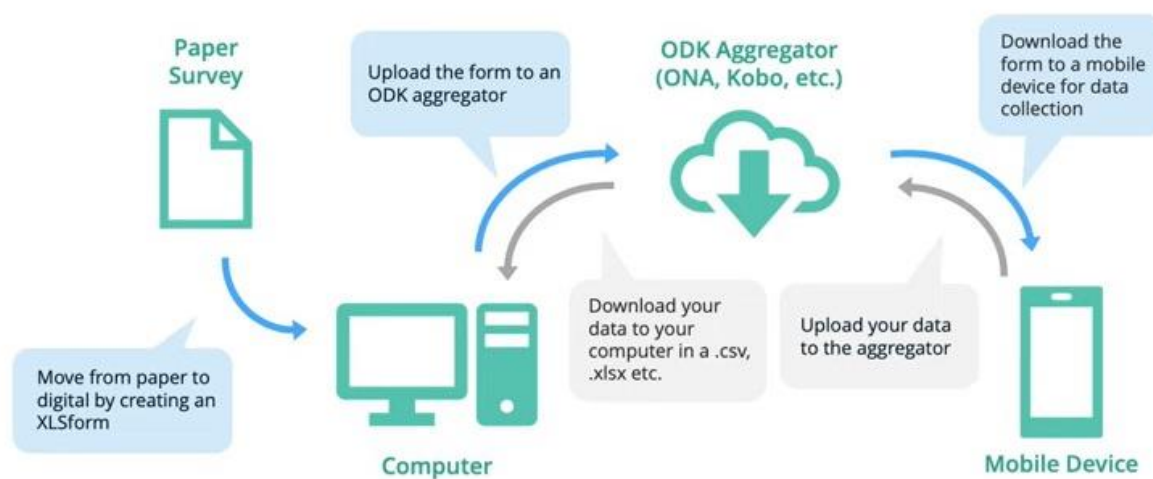
A. What is ODK?

ODK allows you to electronically collect data through the processes illustrated below.

B. Components

The **XLSform** – transform your survey from paper to digital format, and includes the *survey* and *choice* (mandatory sheets) and *setting* sheet. Learn more on the basics and the use of ODK. The *survey sheet* list all the survey questions while the *choice sheet* list all the choices for multiple choice questions. Though not mandatory, the *setting sheet* contains desired specifications. See further illustrations below.

SURVEY SHEET			CHOICE SHEET			
Item	Meaning			list_name	name	label::language
Mandatory			2	gender	male	Male
Type	input eg date, select_one, integer		3	gender	female	Femal
Name	name of the input (no spcaes allowed)		4	gender	other	Other
Label	main text					
Optional						
Hint	some notes to the enumerator					
Required	define if the Q is mandatory or not					
Relevant	set criteria to be met eg age limit of the respondent					
Constraint	set what responses are acceptable for what Q					
Constraint_message	set the error message if the constarint is not met					
Calculations	calculation field					
Appearance	define hoe Q should appear					

Note that understanding the type of questions is key in a successful deployment of your forms to the online ODK aggregator. Visit question type to learn more and familiarize yourself with the use of various ODK question types. I have made an example of the XLSform with key and useful **comments** that are commonly required in many questionnaires. Deploy and validate the form in either ODK XLSform online, KOBO aggregator or ONA aggregators. Afterwards, download, fill and upload the filled questionnaire using ODK collect mobile app. Please pay attention to the highlighted text to learn more.