FIDS 2.0 USER MANUAL

July 2012

FSNAU
July 2012

Table of Contents

System requirements

FIDS 2.0 requires an environment with a set of requirements to run.

These are the minimum system requirements;

a. 512 MB RAM or higher
b. 100 MB free hard disk space
c. 1.0 GHz processor speed

Required Software

a. Java JRE 1.7 or higher
b. MySQL 5.1 or later.

Installing FIDS 2.0

FIDS 2.0 is deployed as a Java jar file. This makes it platform independent and therefore can be deployed on any computer system which has Java installed regardless of operating system.

To install the application;

a. Copy the **Fids** folder to C:\ directory of your computer. This folder contains all the files required for the application to run successfully.
b. Create a shortcut of **Fids.jar** file which is found inside the **Fids** folder. To create a shortcut, right click the file **Fids.jar** in the application folder. From the resulting pop-up menu, click on **Create Shortcut.**
c. Copy shortcut created in (b) above and paste on the desktop.
d. To add the application to the start menu, drag the shortcut on the desktop and drop it on the start button.

Starting and closing FIDS 2.0

The application can be accessed from the start men or the desktop as a shortcut icon.

To start the application from the start menu;

a. Click on the start button

b. From the resulting menu click on **FIDS** shortcut. Notice the red rectangle on Figure 1 below.

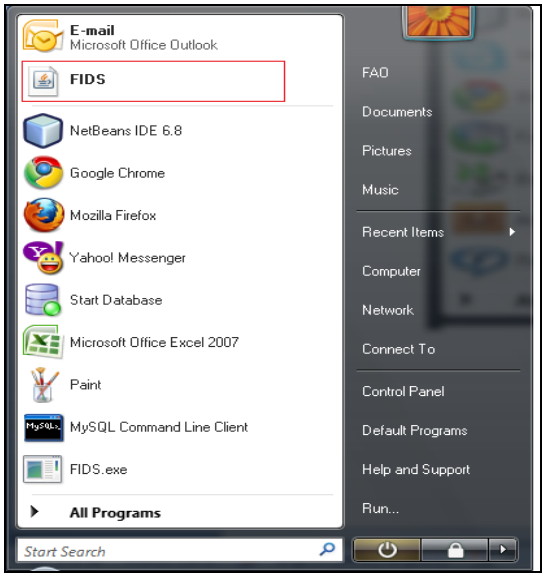

Figure 1 : Fids icon on start menu

c. Wait for the application to start. On start, the following window will appear, Figure 2 below.

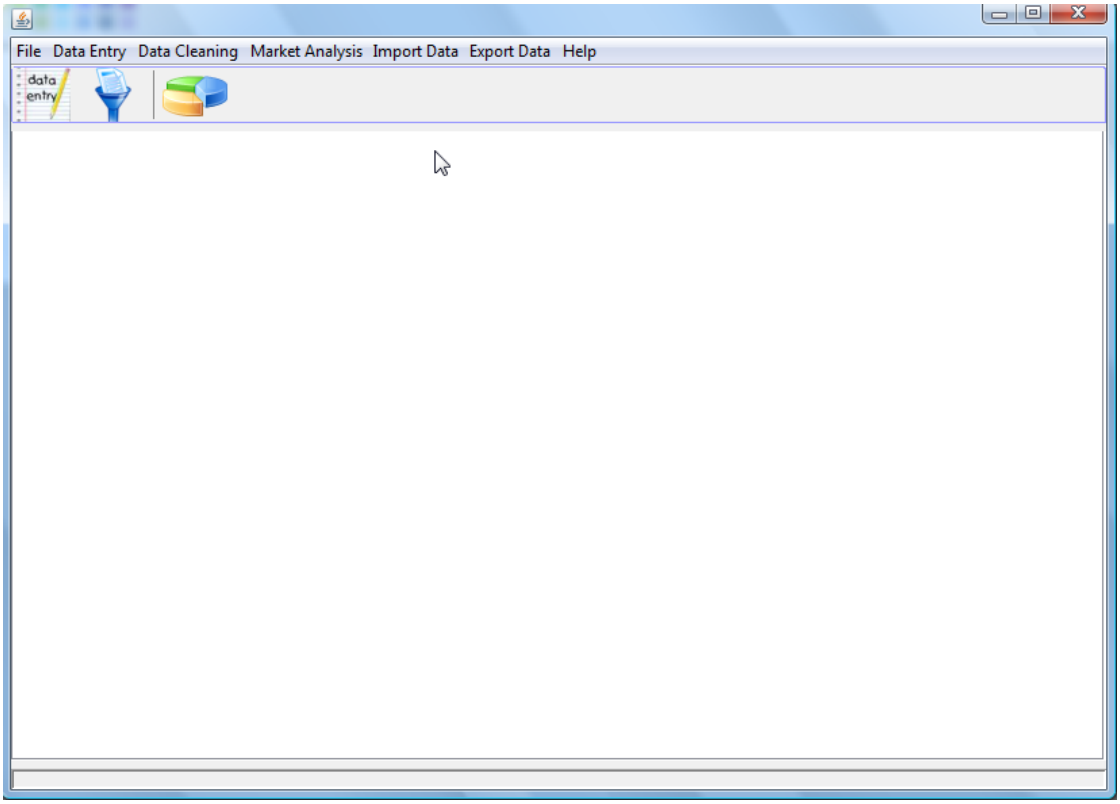

Figure 2 : Fids main window

To start the application from the desktop icon, locate the icon on the desktop then double click on it. Wait for the application to start. On start, the above window (Figure 2) will show up.

To close the application, click on the window close button on the top right corner of window (Figure 2)

Data Entry

This module is used to enter data in to the system. There are three tabs in this module,

- ✓ Markets data
- ✓ SLIMS part 1
- ✓ SLIMS part 2.

The data entry module is launched from the main menu. To launch it, click on the **Data Entry** menu and click on one of the menu items Markets, Slims Part1 or Slims Part 2. The following window shows up, Figure 3.

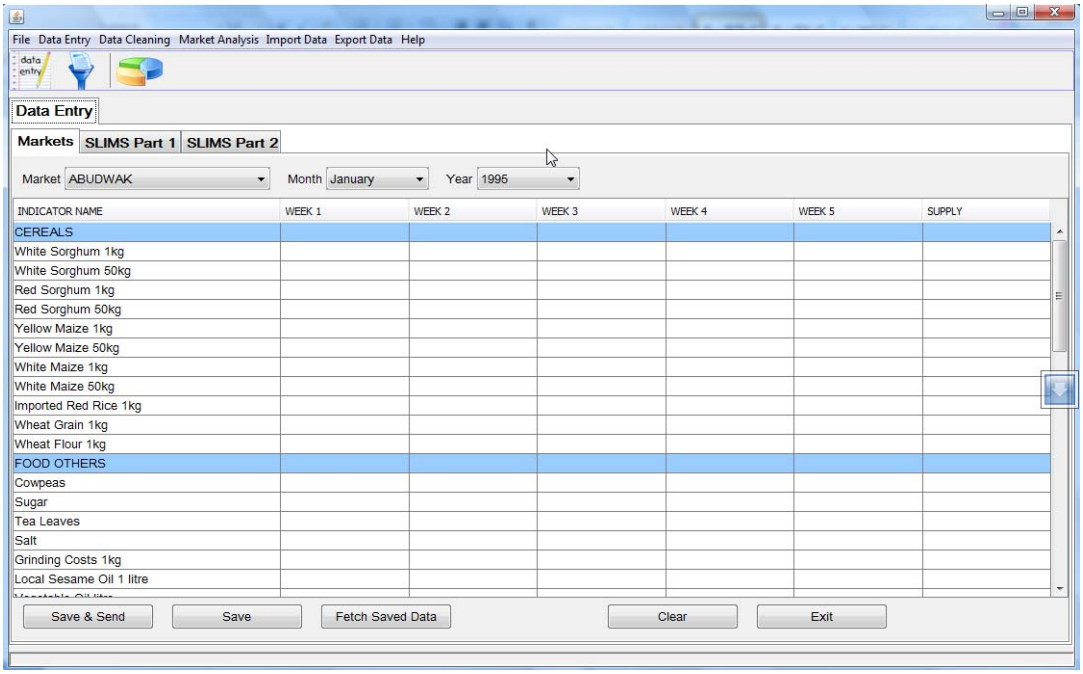

Figure 3 : Fids Data Entry

The window above (Figure 3) is the **Markets** data entry tab. This tab will be used for data entry of markets data. Use Slims Part 1 tab for Slims Part 1 data entry and Slims Part 2 tab for Slims Part 2 data entry.

Entering data

Markets data

i. To enter markets data, use the markets tab.
ii. Choose the market e.g ABUDWAK, month e.g July and year e.g 2012.
iii. Start entering data by typing prices on the table, as shown on Figure 4 below
iv. For months that have 5 weeks, enter data in all the weeks 1 through 5. For 4 week months, enter data for four weeks.
v. Select **Supply** level from the last columns drop down list. Each row that has data has to have **Supply** level selected. Failure to select Supply level will result in validation error when saving data, see Figure below

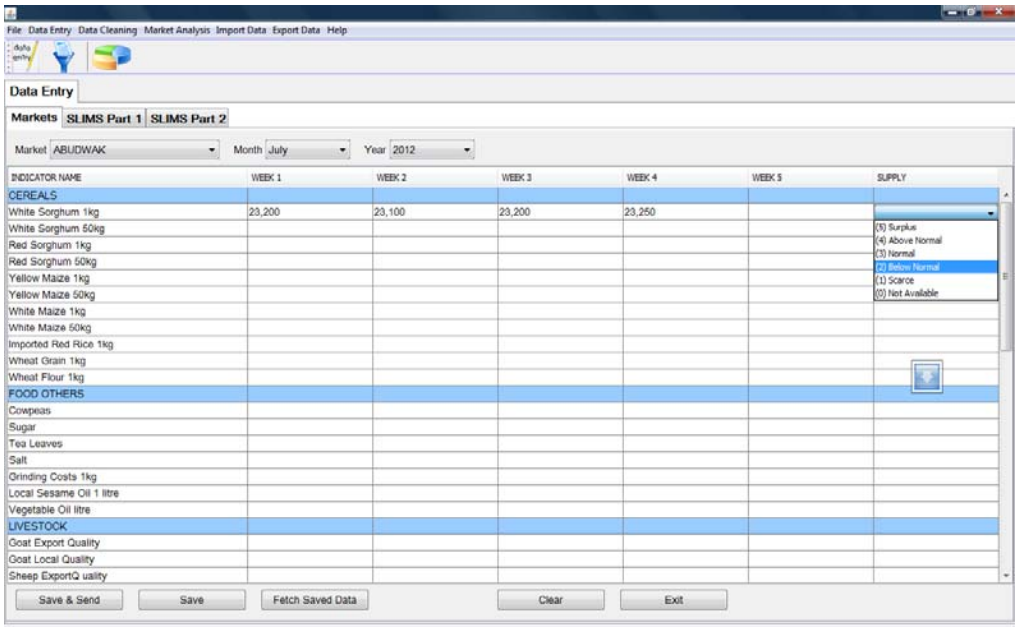

Figure 4 : Fids Markets Data Entry

SLIMS part 1

i. To enter Slims Part 1 data, use the Slims Part 1 tab.
ii. Choose the node e.g ADAADLEY, month e.g July and year e.g 2012.
iii. Start entering data by typing prices on the table, as shown on Figure 5 below
iv. For months that have 5 weeks, enter data in all the weeks 1 through 5. For 4 week months, enter data for four weeks.
v. At the end of each category, enter Location Name, Key Informant, Triangulation and Data Trust Level
vi. Enter comments that you may have regarding the data entered in the comments section at the lower end of the table.

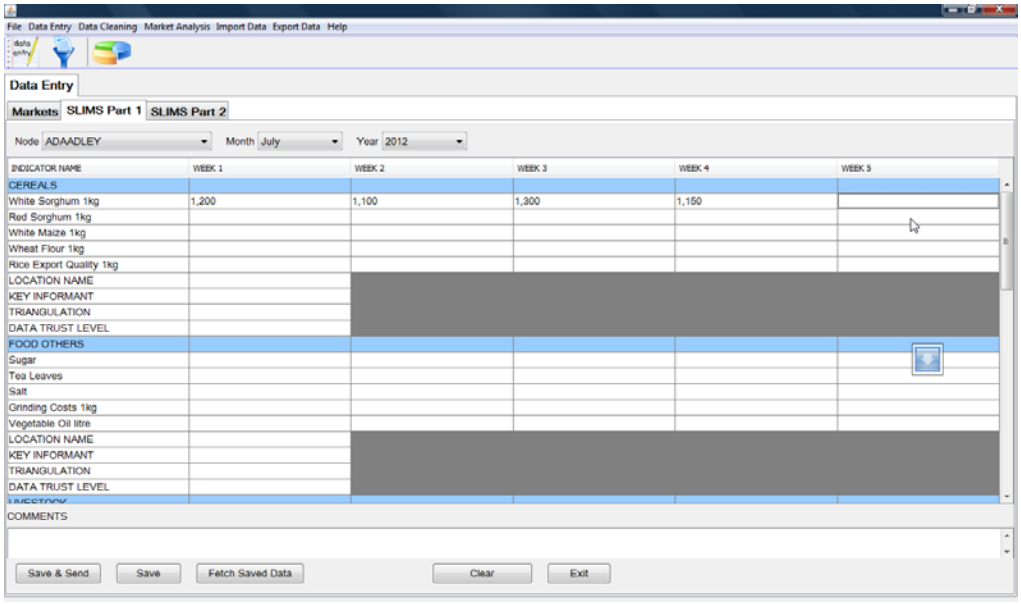

Figure 5 : Fids Slims Part 1 Data Entry

SLIMS Part 2

Unlike in Markets and SLIMS part 1, in SLIMS part 2, data is entered in month basis. That is, there is one data record for an indicator per month. The data is not based on weeks as is the case with Markets and Slims Part 1.

i. To enter Slims Part 2 data, use the Slims Part 2 tab.

ii. Choose the node e.g ADAADLEY, month e.g July and year e.g 2012 as shown on Figure 6 below.

iii. Enter month value, location name, key informant, triangulation and data trust level for each indicator.

iv. Enter comments that you may have regarding the data entered in the comments section at the lower end of the table.

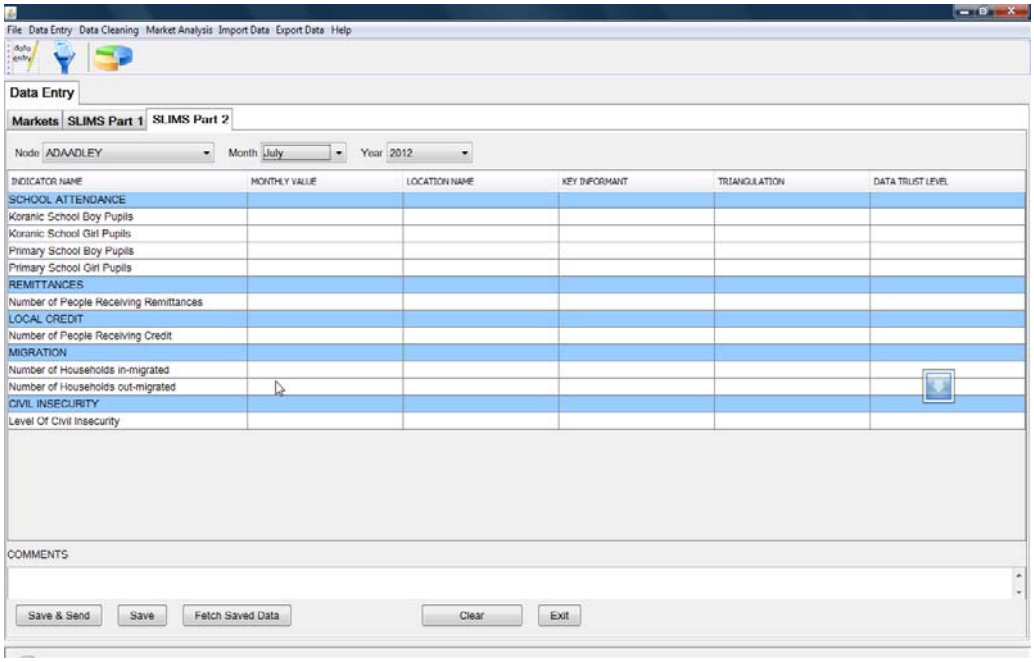

Figure 6 : Fids Slims Part 2 Data Entry

Saving data

After data has been typed in any of the data entry forms, the next step is to save the data for future use. To achieve this, there are two options available.

First, a user can save data by clicking on the **Save**.

When the **Save** button is used to save data, data is saved locally on the computer. Us the Save button when saving data that does not need to be sent or if you intend to send the data later, for example where you are entering data and don't have Internet connection.

Secondly, to save data, a user can click on the **Save & Send** button. In this approach, the data is first saved in the local computer then sent to server for processing, cleaning and storage. Use the **Save & Send** button when saving and sending data, use it only when you are connected to the Internet.

Both of these buttons **Save** and **Save & Send** are available on all the three data entry tabs, namely; Markets, Slims Part 1 and Slims Part 2

Sending Data

There are two ways in which saved data can be sent. These are;

i. By clicking on **Save & Send** button.
   Using the above button, data is saved and sent automatically. To use this method, ensure you are connected to the Internet first.

ii. Attaching data files to email and sending.

This method involves going back to data files created after data has been saved and attaching the files in email and sending. This method is recommended where there is no Internet connection when entering data or where you are resending data that had been saved before. Whenever the **Save** data button is used to save data, this method should be used to send the data. The data files are found on the C:\FidsData folder. For example, data for Abudwak Market, year 2012 July will be found in file

C:\FidsData\Markets\2012\ ABUDWAK2012July.xml

Viewing saved data

After data has been saved or saved and send, a user may retrieve the data to view. To view saved data;

i. Choose the required filters (year, month, market/node name).

ii. Click on **Fetch Saved Data.**

iii. Wait while data is loaded on the table, See Figure 7 below.

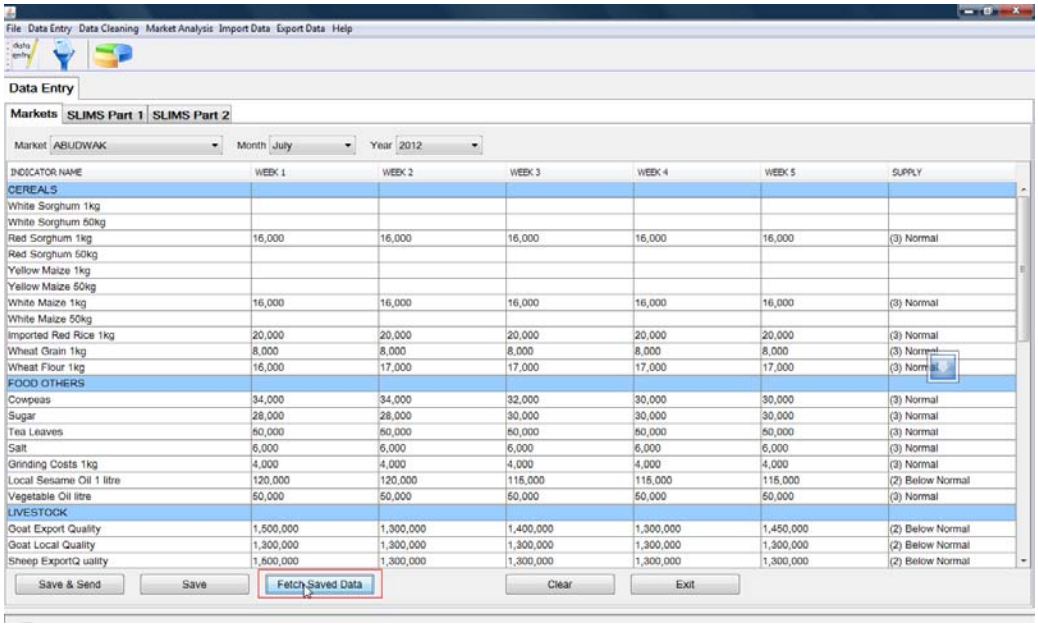

Figure 7 : Fids fetch saved data

iv. Where data for specified filters (Year, Month and Market/Node) is not available, the system will give an error message “There is no data saved for chosen year, month, and market”. See Figure 8 below.

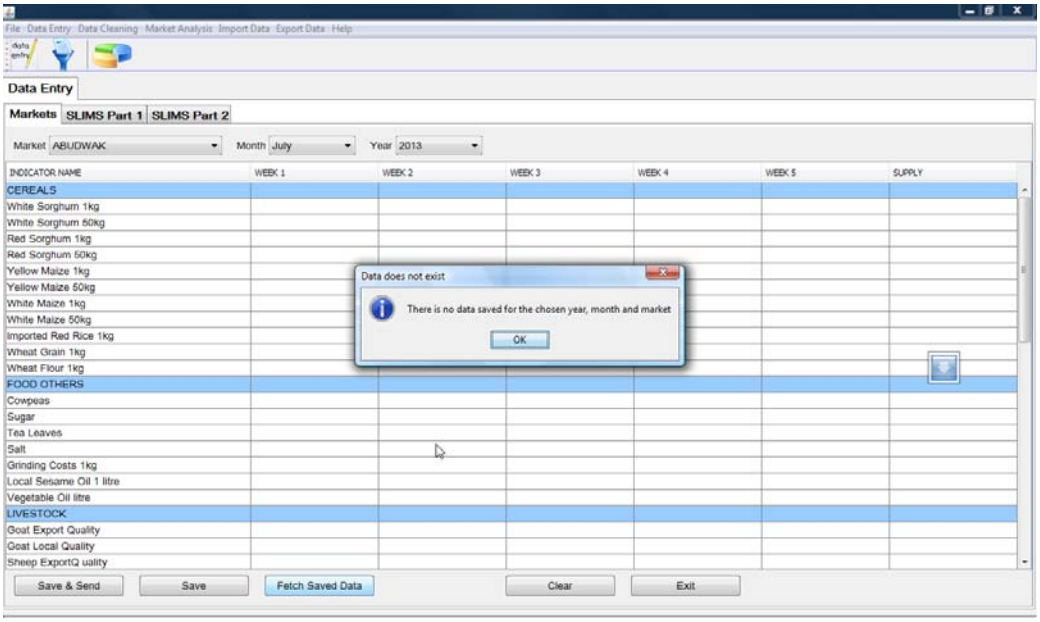

Figure 8 : Fids Fetch Saved Data, Data Not Available

Data Cleaning

This module enables users to make changes to already saved data. It allows users to correct erroneously entered data.

To edit data ;

i. From the menus, select **Data Cleaning**

ii. Select either Markets, Slims Part 1 or Slims Part 2 depending on the data that you intend to edit.

iii. Wait while the Data Cleaning loads, as shown on Figure 9 below

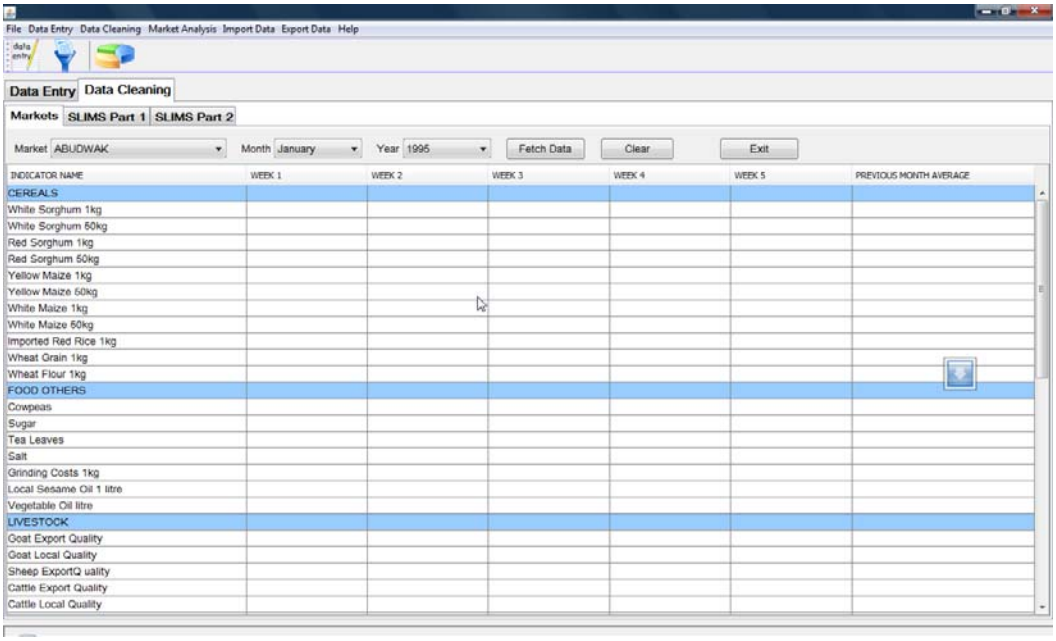

Figure 9 : Fids Data Cleaning

Fetching stored data for viewing

To view data that is already stored in the database for editing;

i. Select market/node name, month and year name.
ii. Next user needs to click on **Fetch Data** button.
iii. Wait till the data is completely loaded on the table.
iv. In a case where data for chosen market/node, month and year does not exist in the database, the following error message will be displayed, see Figure 10.

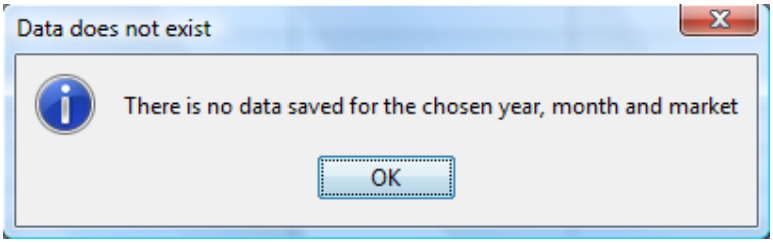

Figure 10 : Fids Data Cleaning, Data does not exit

Editing/cleaning stored markets data

i. Making changes to markets data, select the **Markets** tab on the Data cleaning window shown above, Figure 9.
ii. Next, choose the market name, month name, and year name of the data you need to clean. Then click on **Fetch Data** button.
iii. Wait till the data is completely loaded on the table.
iv. The previous month column will hold average commodity price of month before the currently chosen month. The columns week1 through to week5 will hold commodity prices in each of the corresponding weeks.
v. Once the data is completely loaded, start editing data by replacing the values in cells for column week1 through to week5. Note that the commodity names and the values in **PREVIOUS MONTH AVERAGE** column cannot be edited. Once user has edited a value, the value will be automatically changed without having to click on a button to save the changes.
vi. Note that, sometimes the changes may take a few seconds to happen after a user has edited a value. As such, a few seconds of non response from the application may be noticed. In this case, exercise a little patience.

Editing/cleaning stored SLIMS part 1 data

Same case as markets, only difference is that the SLIMS Part 1 tab is used as opposed to the markets tab.

Editing/cleaning stored SLIMS part 2 data

Editing is done in SLIMS Part 2 tab

Same procedure as markets except that here, data is monthly and not weekly like in markets. Changes will be made to the data in cells of **MONTHLY VALUE** column

Clearing data

To clear previously fetched data, click on **Clear** button on any of the three tabs.

Market Analysis

To visualize and analyze data already in the system, Market Analysis function is used. Data is loaded in tables and charts. These tables of data can be exported and the charts can be saved as images for use in reports.

Market Analysis window has three tabs;

i. Monthly Analysis
ii. Terms Of Trade
iii. Market Update

Below is a snapshot of the Market Analysis window, Figure 11.

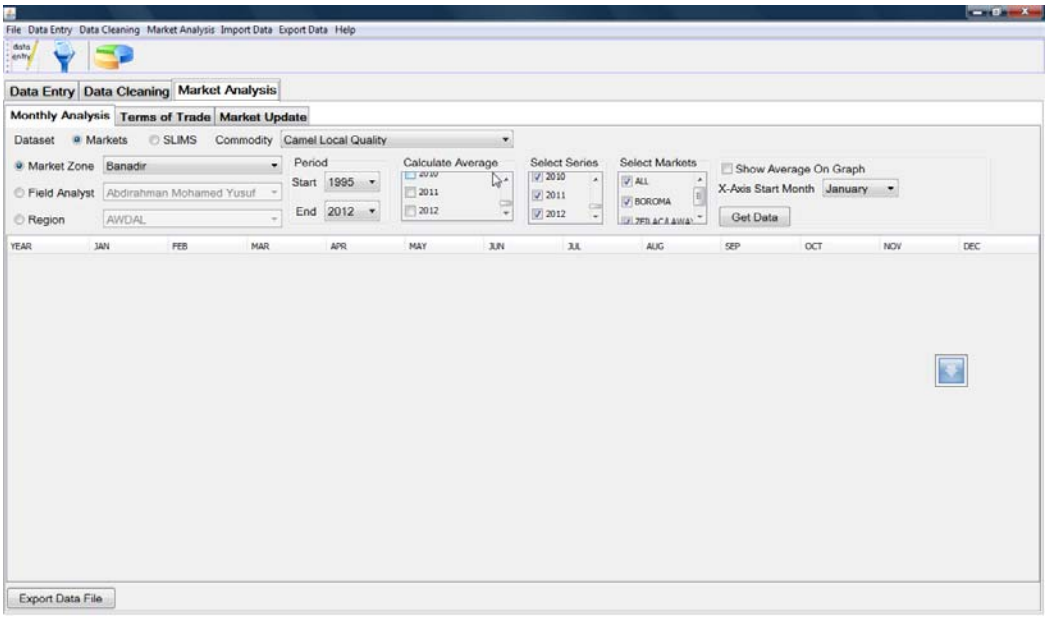

Figure 11 : Fids Market Analysis

Monthly Analysis

Markets data analysis

To perform markets data analysis;

i. Select the Markets radio button
ii. Select Market Zone, Field Analyst or Region
iii. To select Market Zone, select Market Zone radio button then select Market Zone from the combo box.
iv. To select a field analyst, select the **Field Analyst** radio button. This will enable the Field Analyst combo box. Select the Field Analyst from the combo box.
v. To select a region, select the **Region** radio button. This will enable the Region combo box. Select the Region from the combo box.
vi. Choose commodity by selecting one from the commodities combo box.
vii. Choose the **Start** and **End** years.

viii. Select at most 5 years to use for calculation of 5-year average.

ix. Select series years to be plotted on the graph, at least 5 years.

x. Select one or more markets, you could click the **All** check box to select all the markets in the current Market Zone, Region or Field analyst.

xi. To show 5-year average on graph, click on **Show Average on graph** check box

xii. To start plotting the graph from a specified month, select the month from the **X-Axis start mont**h combo box

xiii. Finally, click **Get Data** button to populate the table with data and draw graph.

Figure 12 shows a table and chart

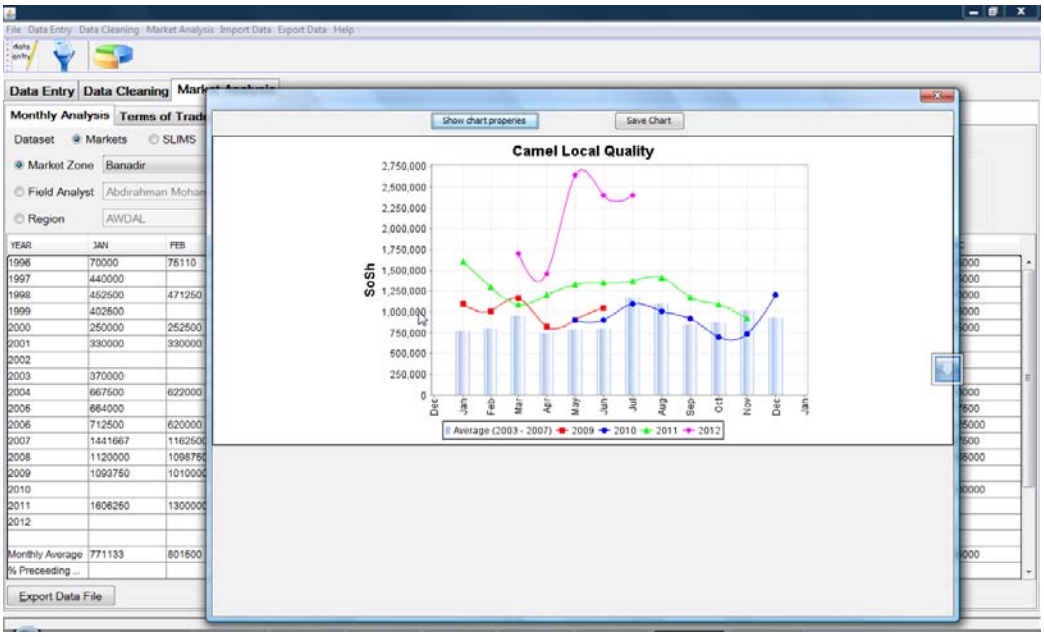

Figure 12 : Monthly Analysis table and chart

SLIMS data analysis

To perform, SLIMs data analysis, select the SLIMs radio button

Follow the same procedure used for markets above.

Terms of Trade (TOT) Analysis

i. This helps to compare terms of trade between two commodities. This is how to perform a TOT.

ii. Select the Terms of Trade tab

iii. Select Market Zone, Region or Field Analyst

iv. Choose Start and End years

v. Select First Commodity and Second commodity

vi. Choose at most five years for 5-year average calculation

vii. Select series years for plotting on the graph; choose at most 5 and at least 1

viii. Select at least one market. By default, all markets are selected; clicking **All** checkbox will select all markets in current region or under the chosen Market Zone, Field analyst or Region

ix. Finally, click on **Get Data** button to populate the table with data and draw graph as shown on Figure 13.

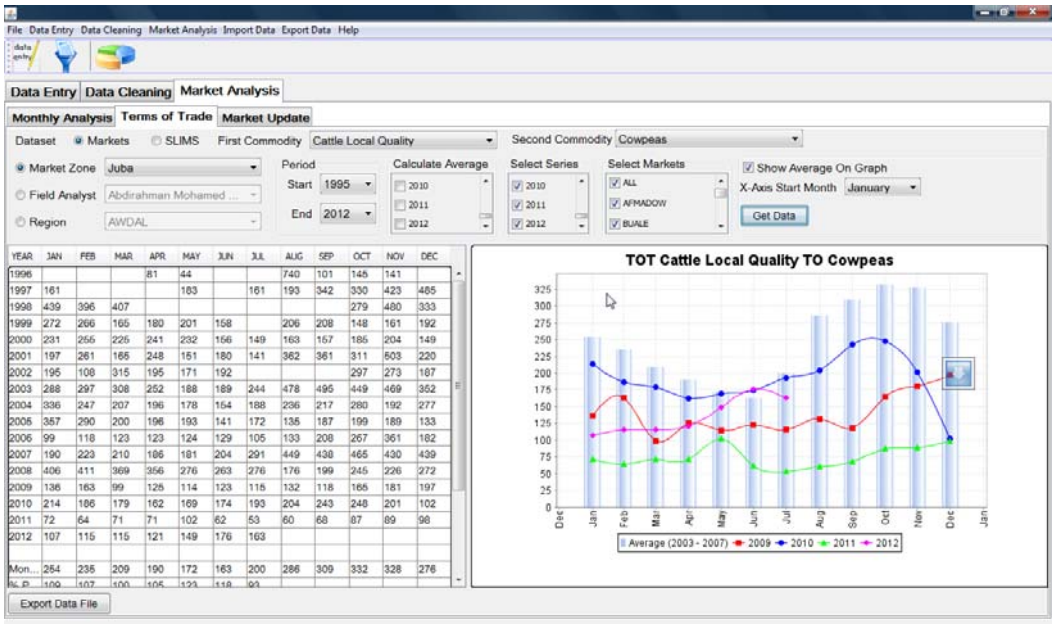

Figure 13 : Terms of Trade Analysis

Data Import

Data sent after data entry will have to be imported to the main database. This module performs the task of extracting data from the XML file sent. The data is then saved in the database. The Data Import window is shown below, Figure 14.

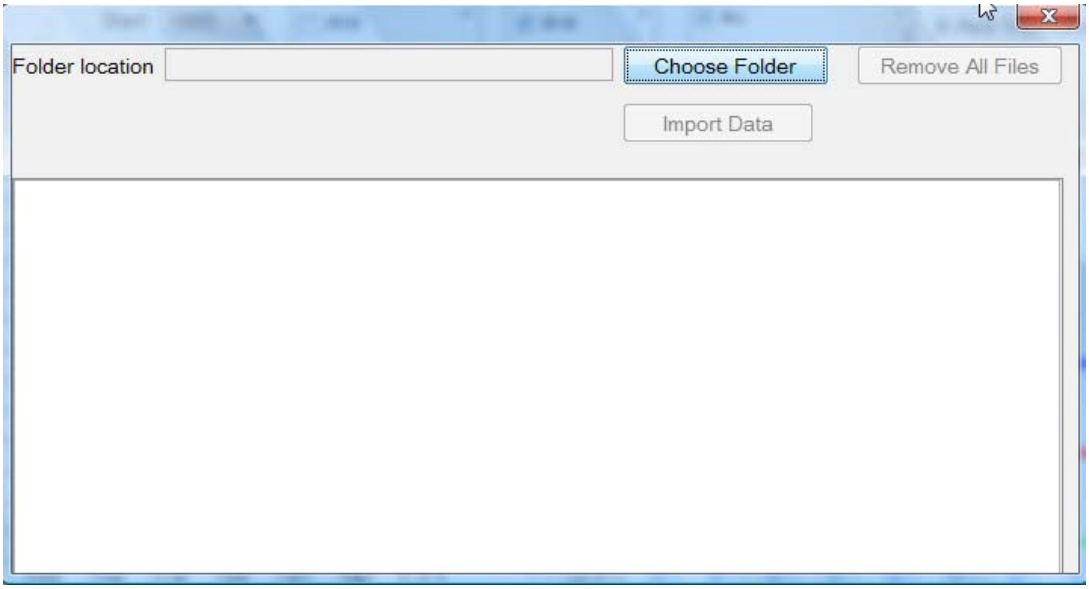

Figure 14 : Fids Data Import

To import data, Markets, Slims Part 1 or Slims Part 2;

i. Select Import Data menu from the menu bar
ii. Click on Import Data menu item to launch import data window, Figure 14 above
iii. Click on **Choose Folder** button
iv. Navigate to the folder where your data (XML) files are stored.
v. Click **Choose Folder** button on the lower right hand corner of the dialog.
vi. Files in the folder selected will be displayed on a panel, Figure 15
vii. Each file has a checkbox against it, to omit a file, uncheck the checkbox.
viii. To abandon the currently displayed files and make another folder choice, click on **Remove Files** button.
ix. Once satisfied with the list of files to import, click on **Import Data** button.
x. Wait while data is imported.
xi. When finished, a confirmation dialog will be displayed.

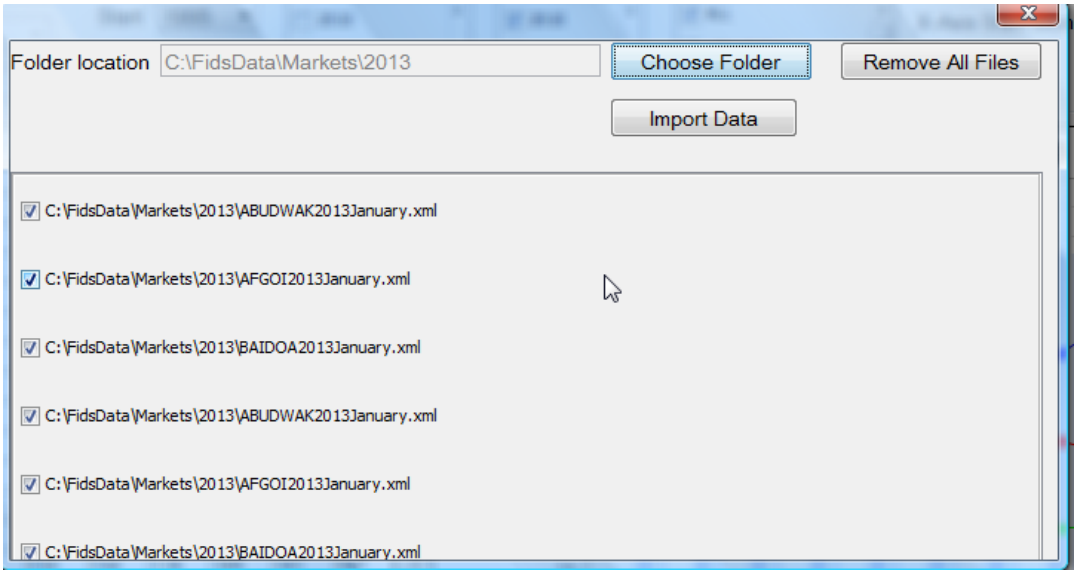

Figure 15 : Fids Data Import Choose Files