REAct DHIS2 Mobile app User guide

ICF «Alliance for Public Health»

Kyiv, 2022

CONTENT

About REAct

REAct (Rights – Evidence – Actions) is a tool that was developed by Frontline AIDS for monitoring and response to human rights violations at community level.

The system is implemented by ICF "Alliance for Public Health" with a technical support of Frontline AIDS and financial support of the Global Fund to Fight AIDS, Tuberculosis and Malaria.

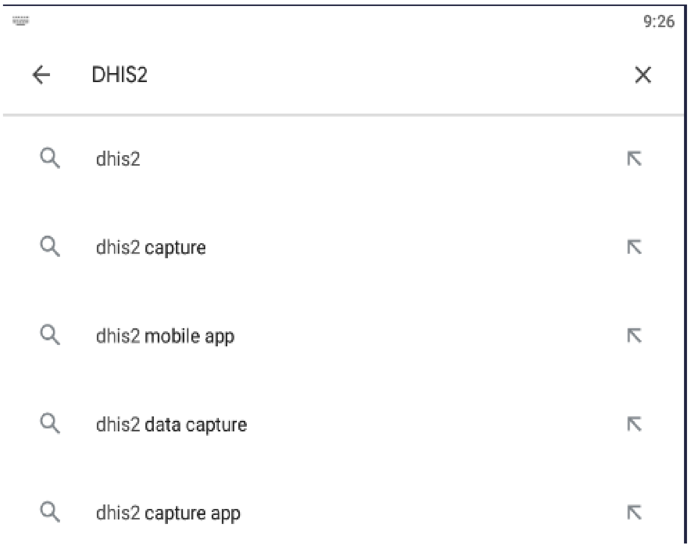
REAct enables organizations to record cases of human rights violations among key populations and respond to human rights barriers in accessing HIV prevention and treatment, as well as health care services.

This manual is intended for REActors who collect and enter information using the DHIS2 Capture mobile application.

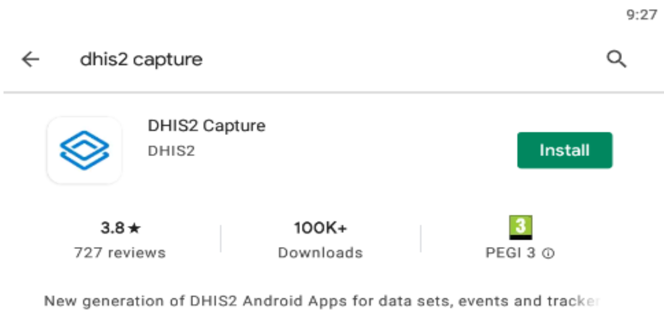
Application installation

In order to commence utilizing the mobile version of data collection for REAct, you must download and install the application from the Google Play store.

Open the Play store and type in the search bar DHIS2.



Select dhis2 capture from the list and click Install.



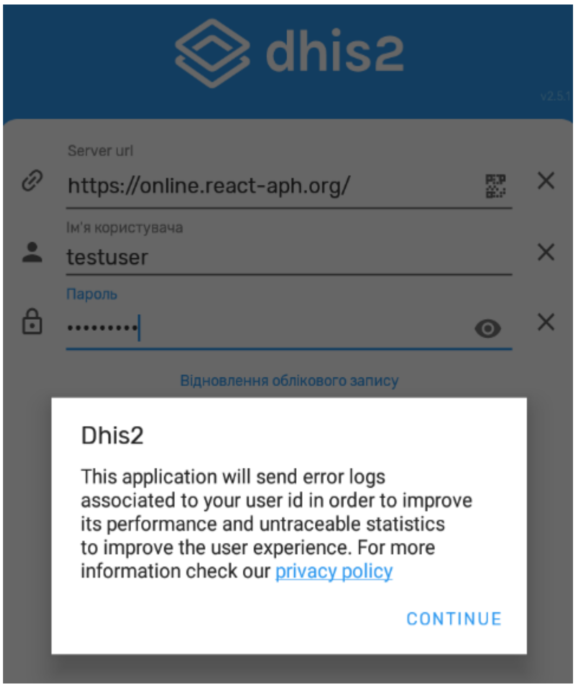
After the installation is accomplished, you will see the DHIS2 icon on your desktop.

Login

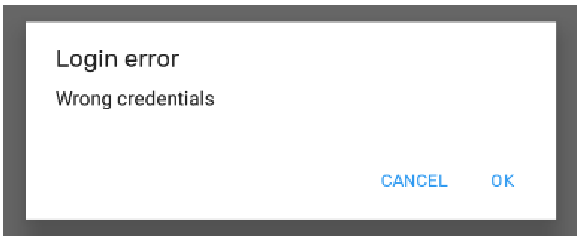
After setting off, you will be tedious to configure access to the server. You will see the following screen, where Server url is the address of the REAct server: https://online.react-aph.org/
Thus enter your username in the *Username* field, and your password in the *Password* field.

Click on the *LOG IN* button at the bottom of the screen.

After entering all the data, subsequently you will be given the following message, you will need to press *CONTINUE* to continue.



If you have entered your username and/or password incorrectly, you will be presented with the following message box. You will need to click OK and re-check the server address, your username and re-enter your password.



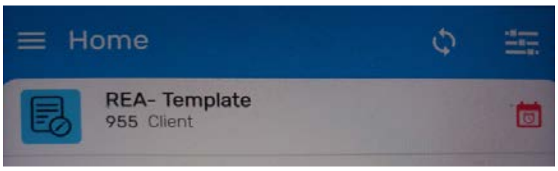
If you need to see your password,
then click eye icon in the password field.

Your account will be blocked for 30-60 minutes.
If you enter your password incorrectly 3 times in a row!

If you entered all the data correctly, you will see the following windows.

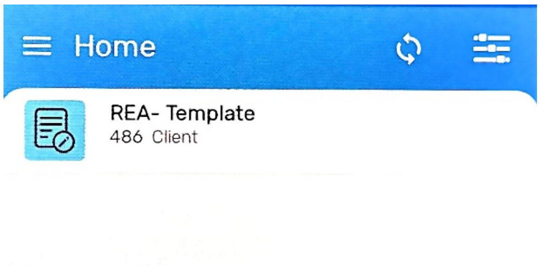
System uploads system configuration, settings and some records with your clients.

Once the configuration is loaded, you will see the following screen.



Beginning of work

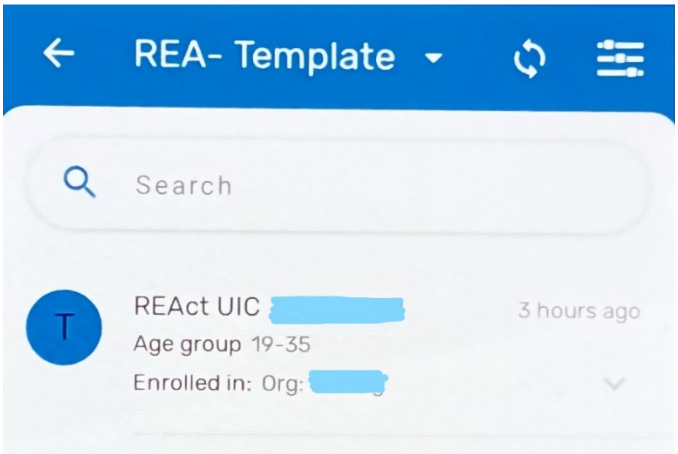
To get started, you need to click on the name of the program, i.e. on REA- Template



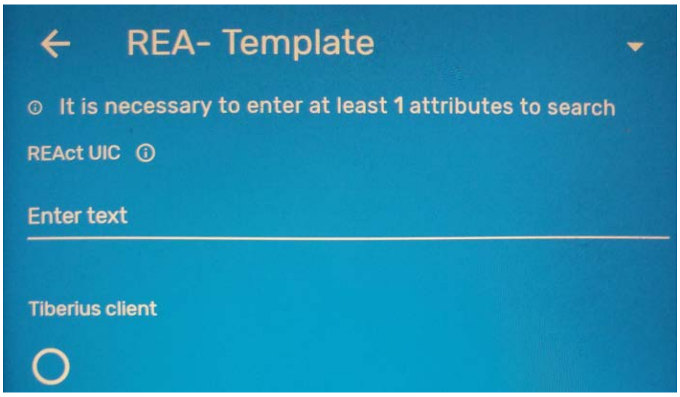
From here you can get started with the work either by adding a new entry or by searching for an existing client. Each step is described below.

Search for PEC

To start the search, you need to click on the search field - Search

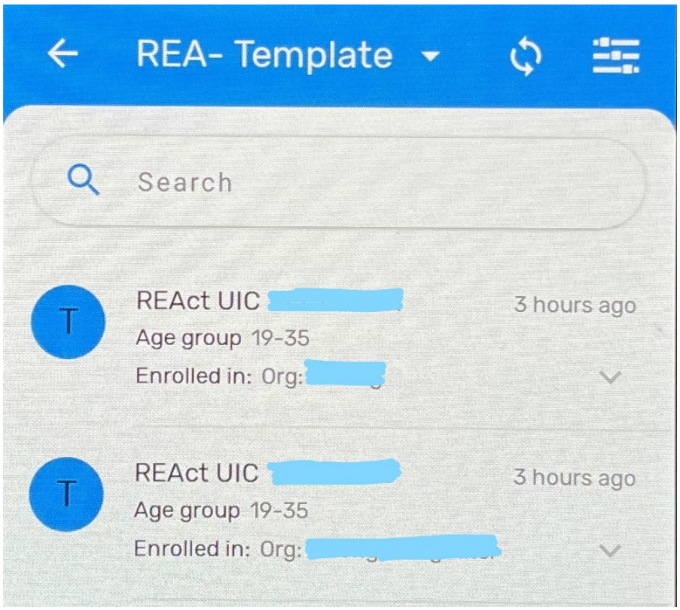


Next, enter the client's REAct UIC



And press the search sign at the bottom of the screen

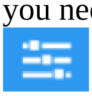
If the client is detected and is in the phone's memory, you will see the following window

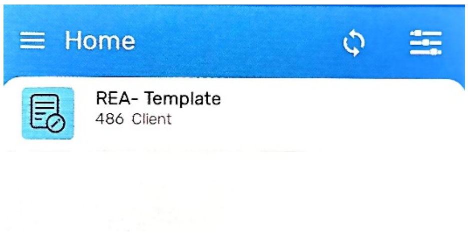


If the client is detected, but the client data has not yet been downloaded to the phone from the server, you will see the following window, and you will need to download it by clicking on the download data button 

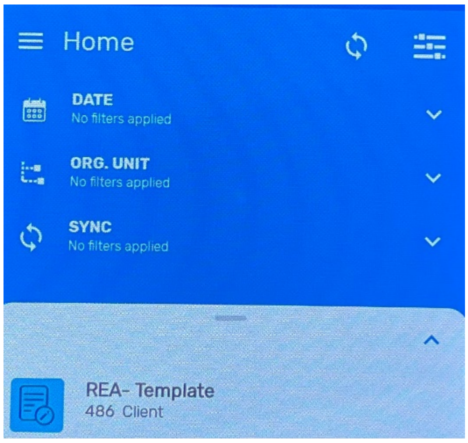
Search for a client using a filter: date, organization, etc.

To start searching and filtering, you need to click on the icon

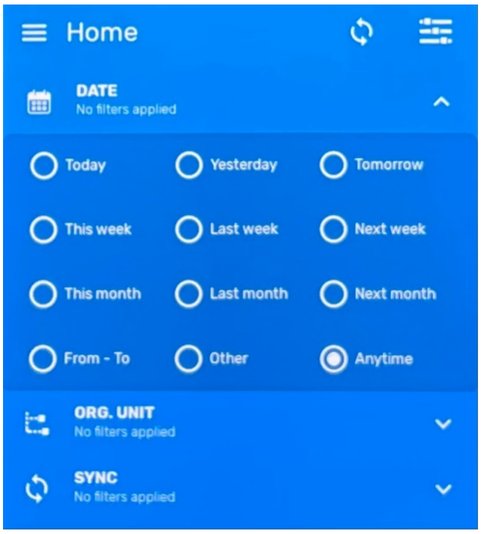




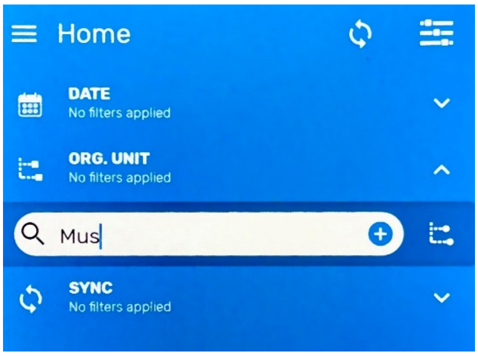
Then you will see all available filters



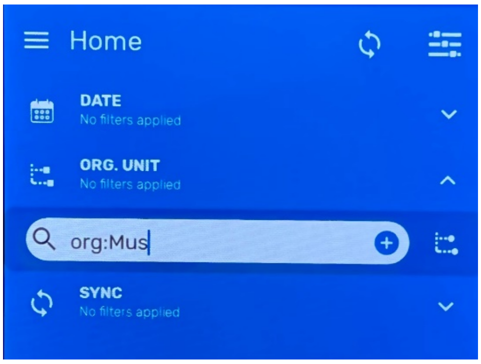
Filtering a client by date



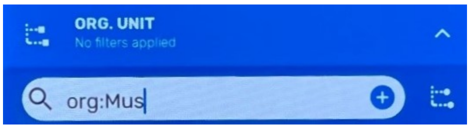
Filtering by organization name



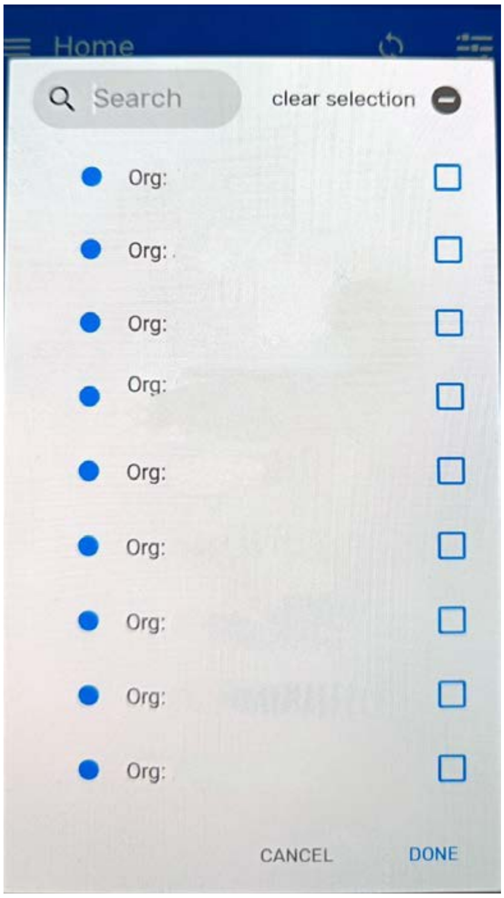
A) Search by entering the name of the organization



B) Search by selecting an organization from the list of organizations tree

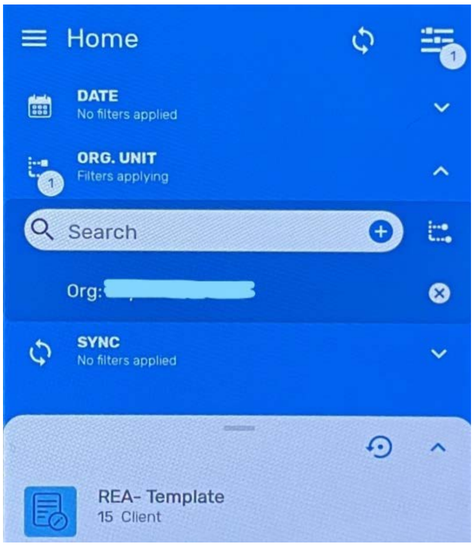


Search through the organization tree



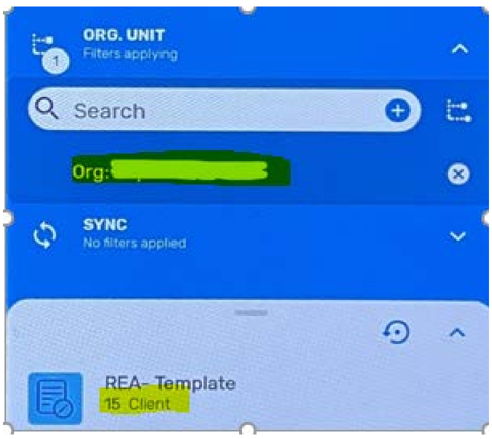
Searching results

Search results may vary.



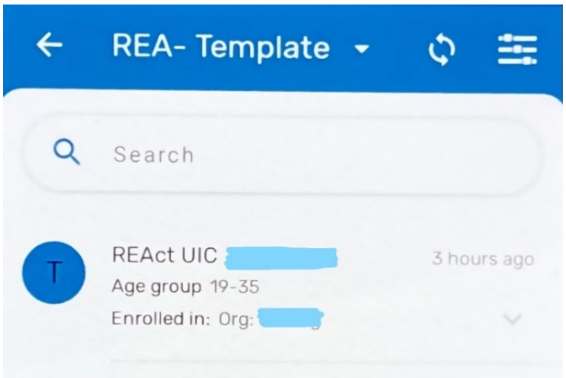
If an organization is not found, or there are no registered clients in the found organization, then you will see 0 (zero) number of clients

If an organization is found or there are registered clients, you will see the number of such clients

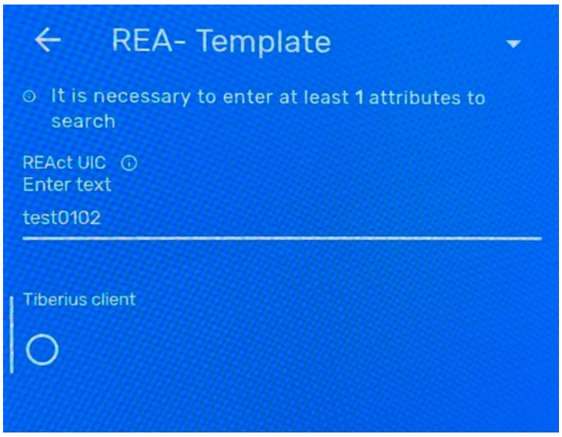


Creating a new client and/or case

To register a new client, you will need to type his UIC in the search bar.

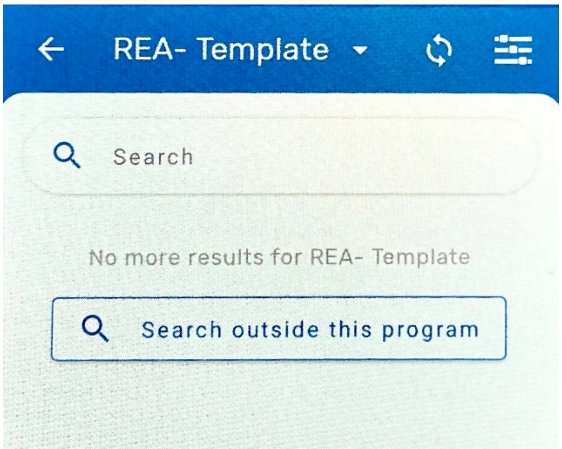


Enter new client's IC



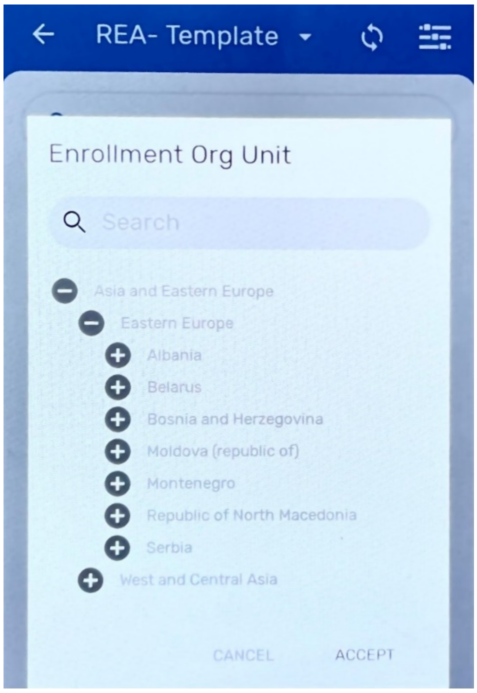
Click the search icon at the bottom of the screen

Since this client is not in the system, you will receive the following message



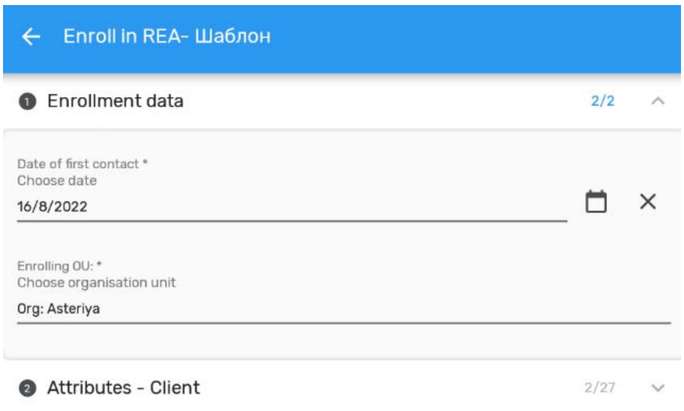
You will need to click on the + Create new button to create a new client

Select an organization and click the ACCEPT button at the bottom of the screen

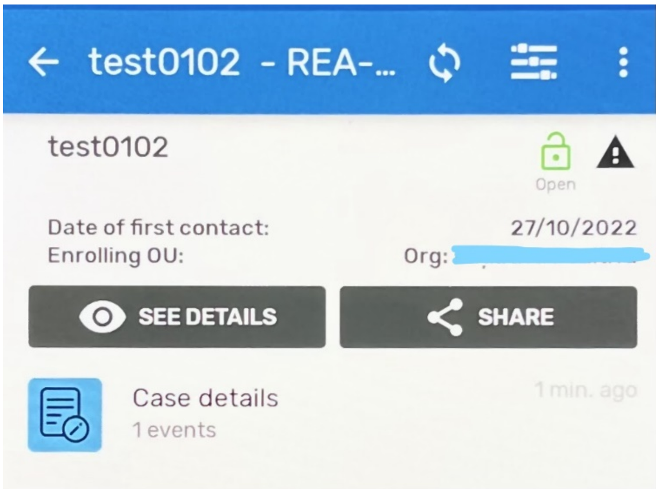


Select the date of registration of the client and click on the ACCEPT button

Next, you will see a screen and press Profile or the DOWN arrow and you will see all the fields of the Client Profile

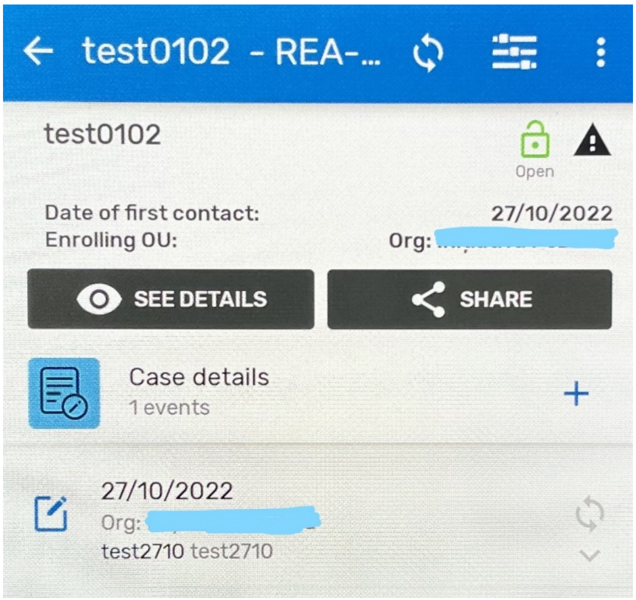


After completing the input, click on the floppy disk icon, and you will return to the page below

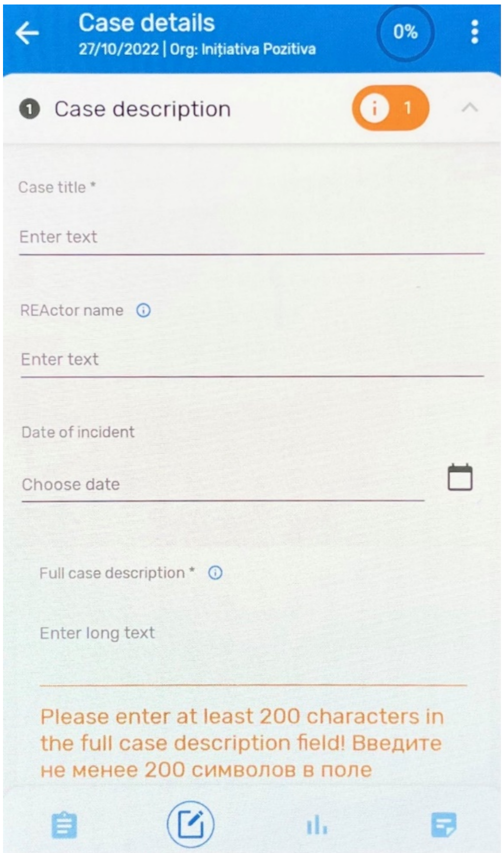


Now to enter the case, you will need to click on the inscription or the icon in front of the inscription

After clicking on **Case details**, a sign will appear next to the inscription **+**

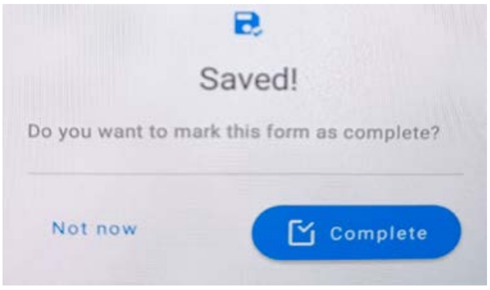


Click on the date with the name of the organization, and a window for entering case details will open.



After completing the input, press the button 

If there were no errors, then upon completion of the save, you will be given an information window.

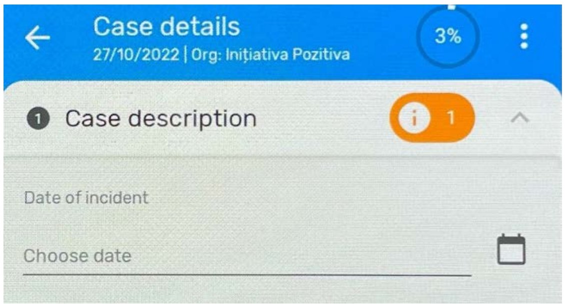


You need to click on **Not now**, otherwise the case will be completed and you will not be able to edit it further

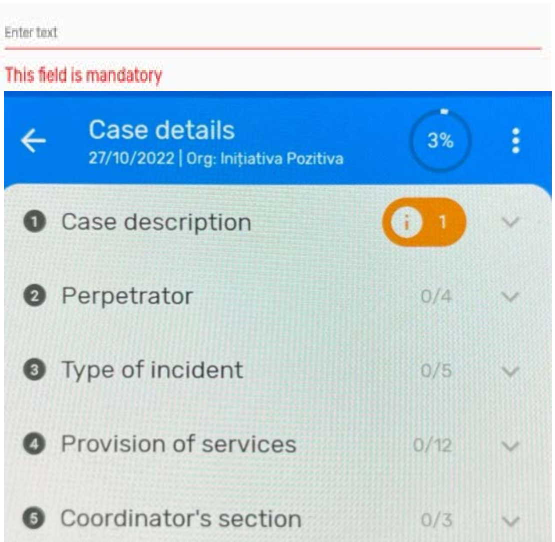
After completing the data entry in the section, you can select the section below that you need to fill out.

Errors and informational messages

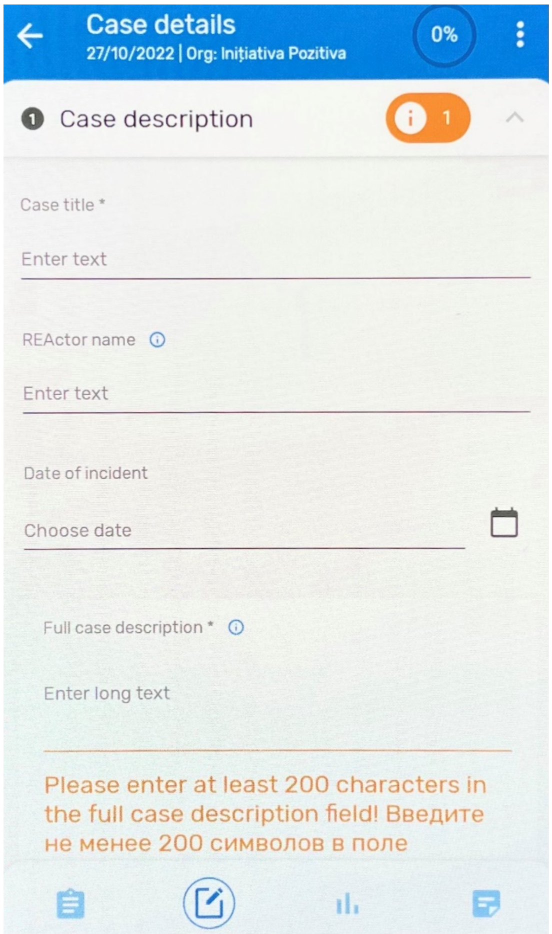
All typing errors will be displayed in red. In this case, it shows an error when entering required fields are not filled



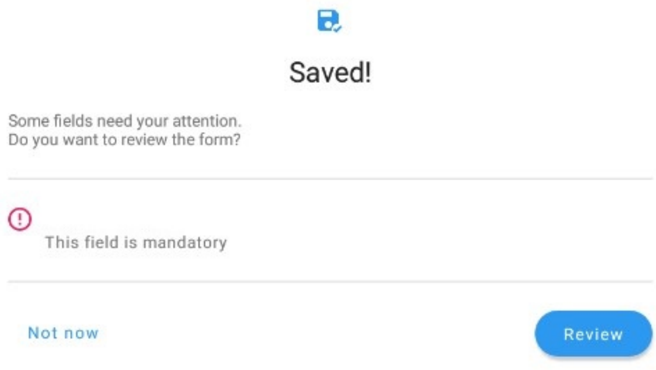
You can also see highlighted circles in red or orange next to the section names, and the numbers in them, in which there are mandatory fields and which must be filled in! The numbers indicate the number of errors.



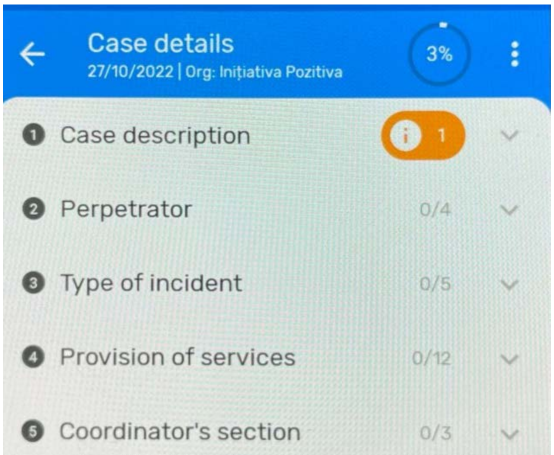
If you open such sections, you will see error and warning messages.



If you have errors or the required fields are not filled in, you will be given a list of errors and warnings



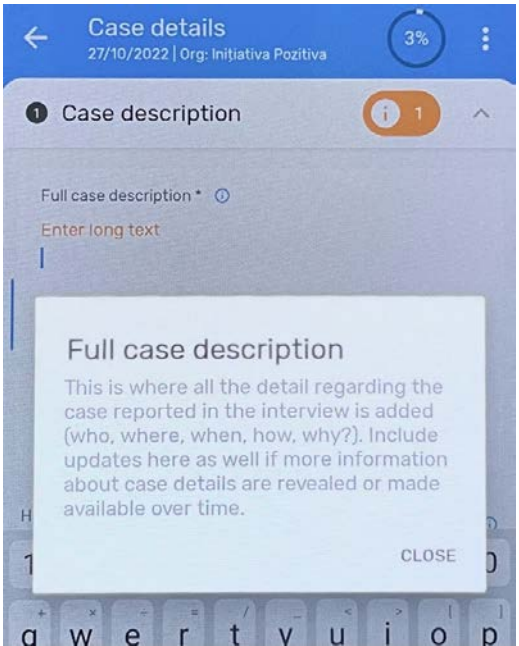
If you click on the Review button on the screen, you will see those sections where there are errors



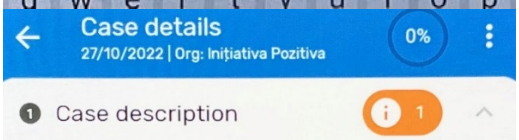
Information messages

Icon  will stand next to those titles of sections and elements for which there is a description or explanation.

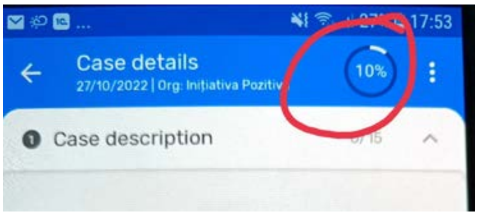
For example, when you click on this icon, you will be given the following information window:



Information about how many fields are filled out of the total number of visible fields.

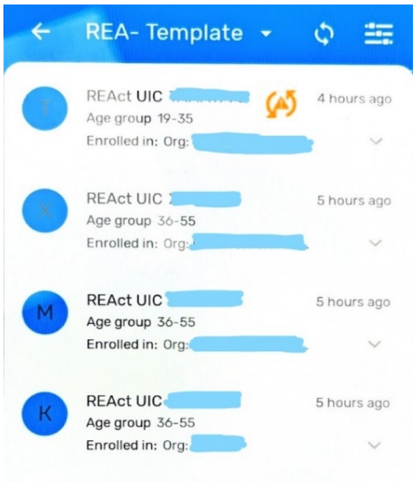


And here it is indicated what percentage of the entire template is filled with information.



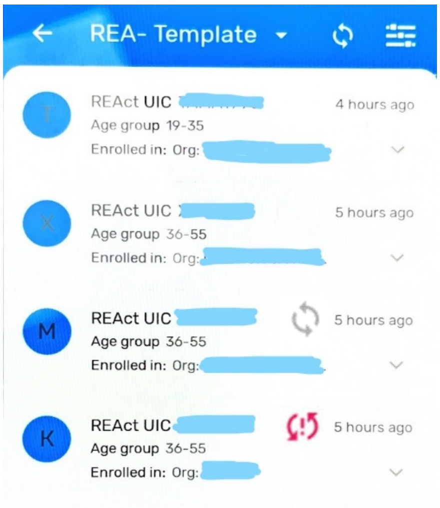
Dealing with errors and mistakes

Sometimes you may see this icon



This indicates that some of your data was not synchronized with the server, or in other words, your data was not sent to the server, or there are errors in the data that need to be fixed.
To do this, you click on the name of the REA-Template program and you will be given a list of all cases.

Some cases will have signs or



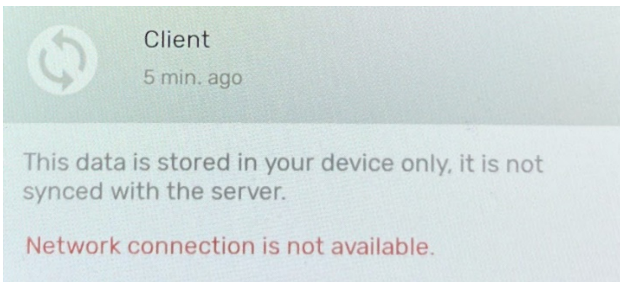
Icon indicates that this case has not yet been synchronized with the server.

Icon indicates that there are errors inside the case that need to be corrected

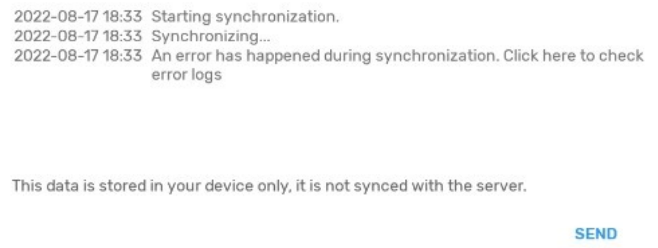
Synchronization attempt

To start synchronization, you need to click on the icon

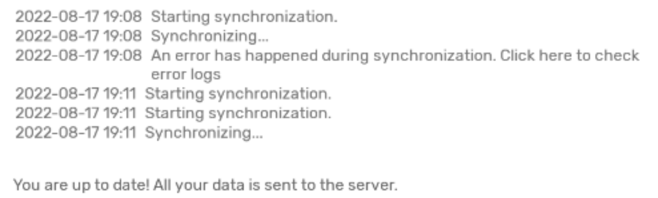
You may get such an informational warning window if there are some configuration problems or data errors.



You need to click on SEND to start the synchronization process. If you haven't fixed all the errors before you sync with the server, you will get this message, which means that some errors occurred during the sync and you will need to check the causes of the errors.

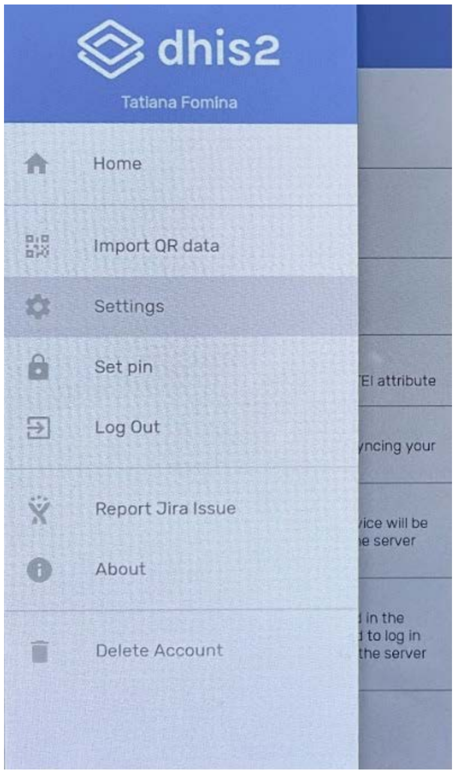


And if there are no errors, then after synchronization you will see such a message

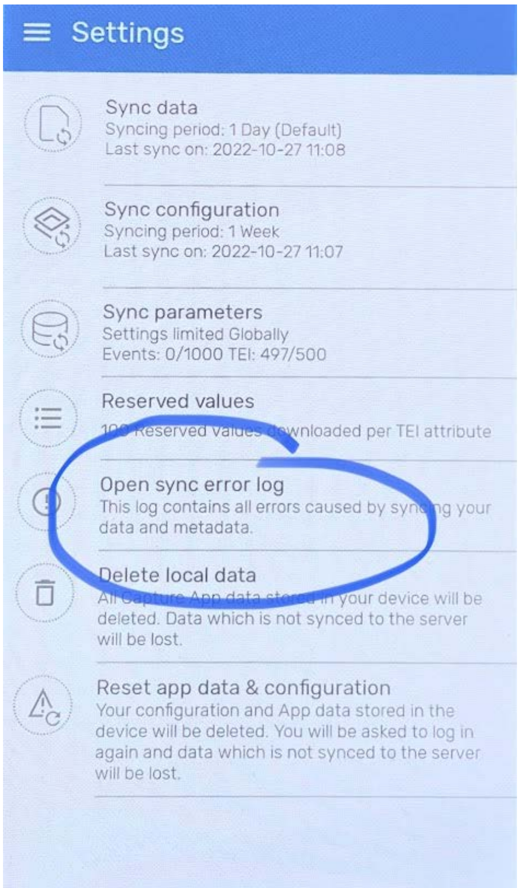


Visualization of the reasons of synchronization errors

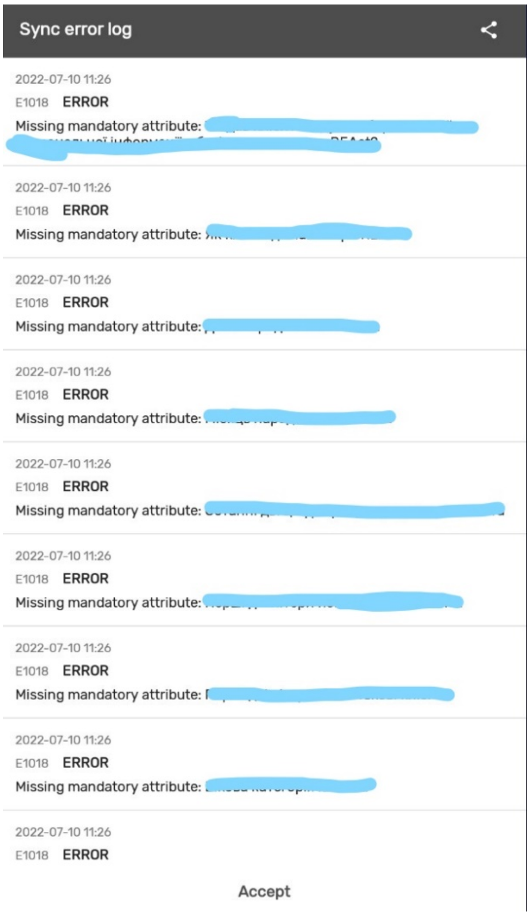
To view the causes of errors, open the *Settings* menu section



Next click on *Open* sync error log



Here you will get a list of errors due to which you cannot save your data on the server.
In particular, these are errors related to mandatory fields - Missing mandatory attribute.

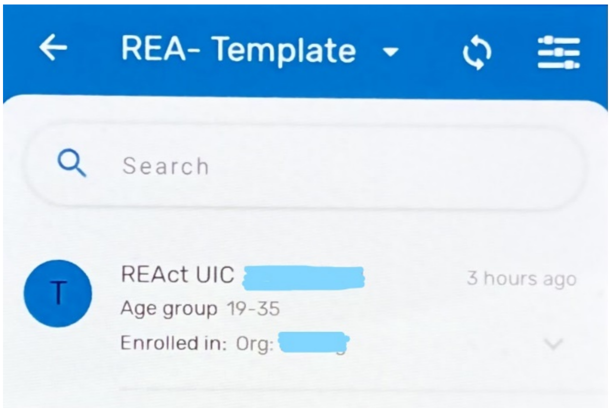


Go through the errors in the list of clients that are marked with , and then you can save it.

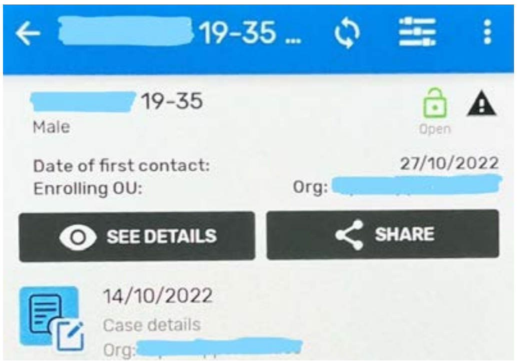
Editing an existing client and cases

Work with clients

To get started with an existing client, you need to find it using the methods described in **Getting Started**



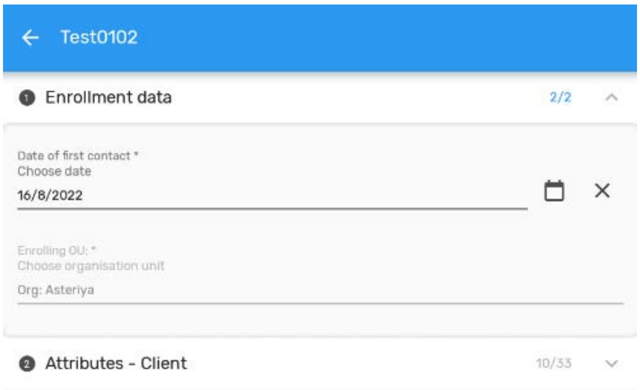
Once you have found an already registered client, you can start working with him. To do this, you need to choose which part of the data you will work with. You have the choice to work with the Profile or with individual cases within this registration.
All ways of working are described below.



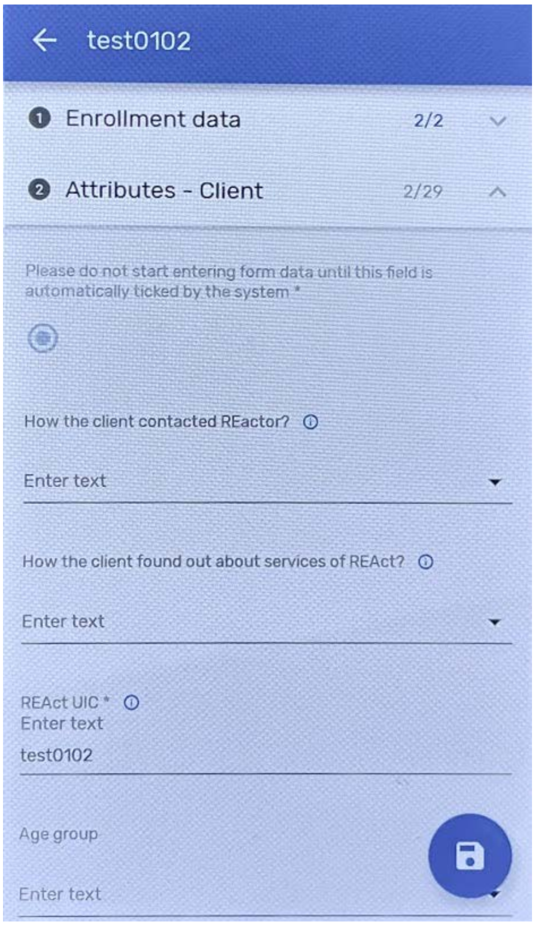
Work with customer profile

To start working with the Client Profile, click on the button 

and you will see the Client Profile data

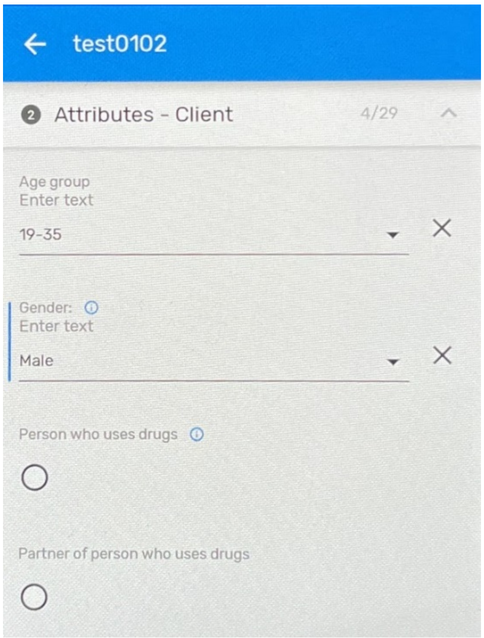


Next, you will need to click on Attributes - Client to open the details of the Client Profile



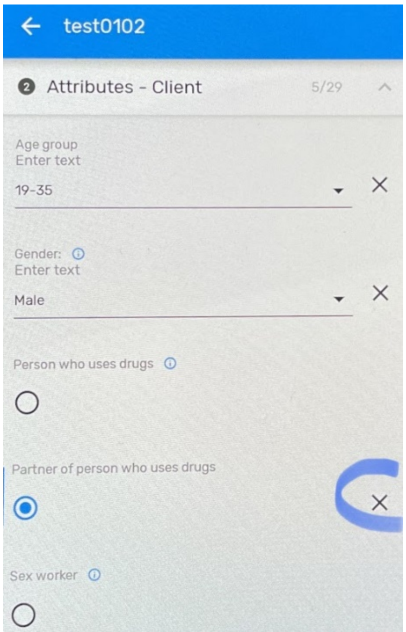
After completing all the required actions, you must save your corrections by clicking on the floppy disk icon at the bottom of the screen

After finishing editing and saving, or if necessary, you can return to the main window by clicking on the icon ←



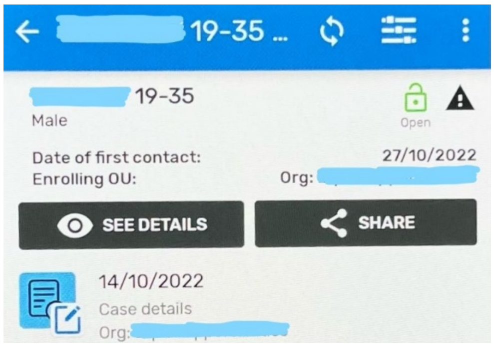
Editing Items

Field values that need to be deleted can be clicked on the cross next to the element value

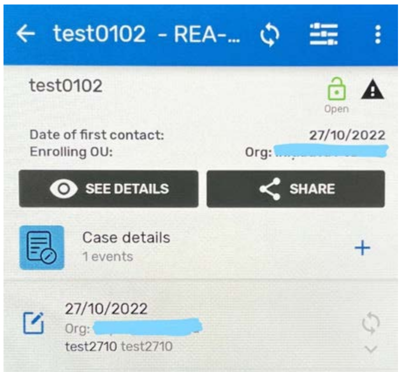


Work with cases

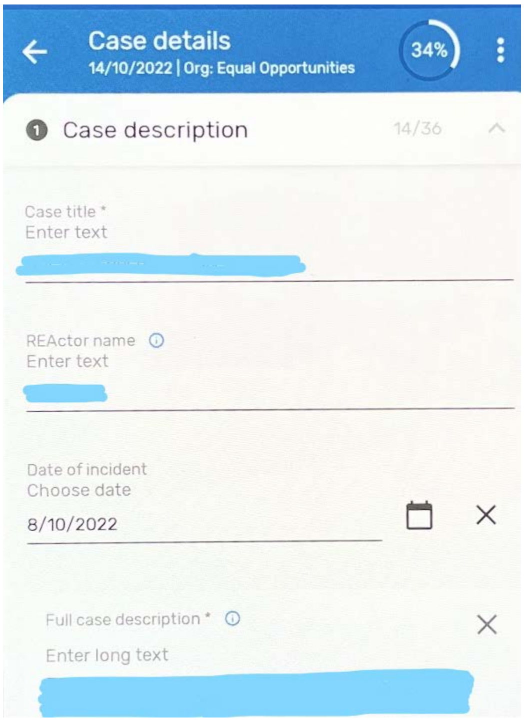
To work with cases, you will need to click on the inscription **Case details**



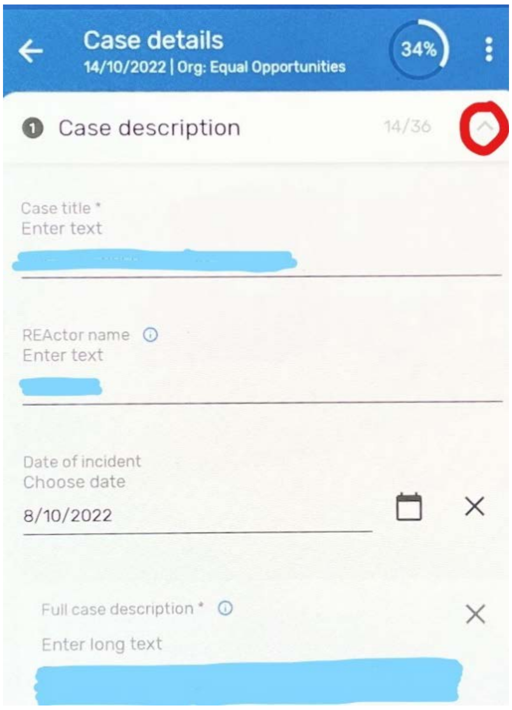
Next, you will see a list of all cases that have been registered for the selected client. Select a case and click on it



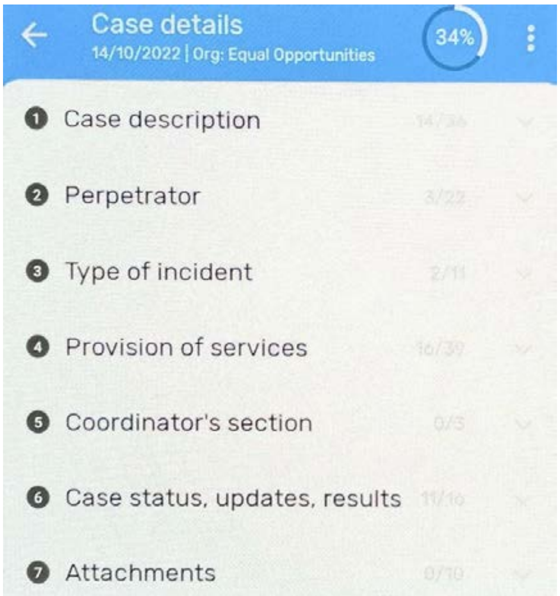
After clicking on the name of the case, you will open a case with the **Case details** section.



You can collapse a section and select other sections to edit. To do this, you need to click on the icon ^

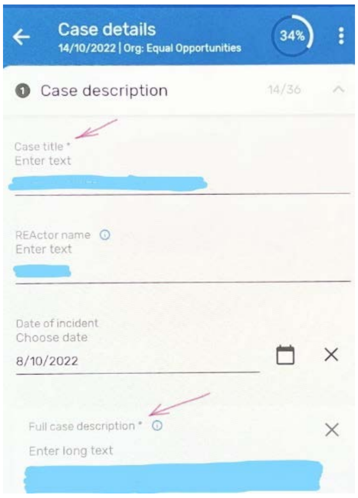


After you will see a complete list of all sections of the template

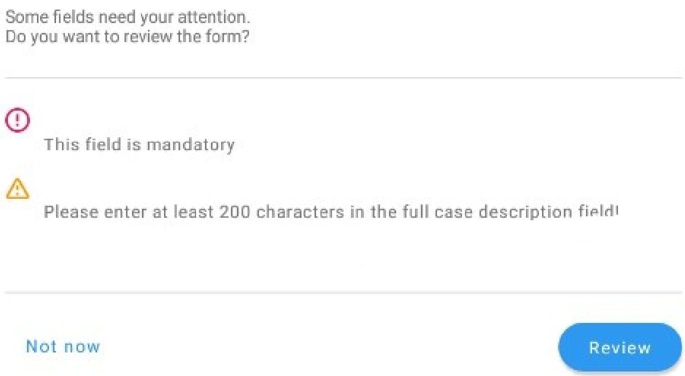


Required fields

The template has required fields that must be filled in. If you skip them, the application will not allow you to save the Profile (**Case details**) or the client's case. What errors can be in this case, see the section **"Errors and informational messages"**



You will also see a message showing which fields are missing. You will need to return to the desired section and fill in the data in the missing fields.
You will be presented with 2 options:
Not now - Not now, i.e. by doing this you intentionally skip filling in the required fields
Review - You choose to review these errors and correct them.



Also, in order to find these errors faster, you can collapse all sections, as shown above, and open sections that have icons highlighted in red or orange.