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# ZIMHISP TRAINING GUIDE

April 25, 2011

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## INTRODUCTION

This guide is designed for training district managers who will participate in training-of-trainer sessions (TOTS). These managers will learn how to use the mobile phone supplied for this activity, enter reports using the data entry application, and troubleshoot problems sending reports.

## USING THE NOKIA 7230

Screenshots of common areas used in the application:

<p>Starting the phone: Make a long press on the End/Power key.</p>	 A close-up photograph of the bottom half of a black Nokia 7230 mobile phone. The screen at the top displays three menu options: "Go to", "Menu", and "Names". Below the screen is a central scroll key with a circular track. To the left of the scroll key is a green call key, and to the right is a red end-call key. A red circle is drawn around the end-call key, indicating it should be pressed to start the phone.
<p>Navigate to the Menu: Press the center of the scroll key. This will change the screen view to the Menu.</p>	 A close-up photograph of the bottom half of a black Nokia 7230 mobile phone. The screen at the top displays three menu options: "Go to", "Menu", and "Names". The "Menu" option is highlighted with a red rectangular box. Below the screen is a central scroll key with a circular track. A red circle is drawn around the scroll key, indicating it should be pressed to navigate to the Menu.
<p>Make a selection within the application: Press the center of the scroll key.</p>	 A close-up photograph of the bottom half of a black Nokia 7230 mobile phone. The screen at the top displays three menu options: "Go to", "Menu", and "Names". Below the screen is a central scroll key with a circular track. A red circle is drawn around the scroll key, indicating it should be pressed to make a selection within the application.

<p><b>Scroll up or down menu:</b>  Press the top or bottom part of the scroll key. When the instruction indicate to press the lower scroll key, press the bottom part of the scroll key. When the instruction indicate to press the upper scroll key, press the upper part of the scroll key.</p>	
<p><b>Access the left or right menu:</b>  Use the selection keys to the left or right of the scroll key.</p>	

## LAUNCHING JAVAROSA

On the phone, go to Menu -> Apps -> Extras -> Memory Card -> JavaRosa. It takes about 20 seconds before the application is open. There is a lag of about 8 seconds before you see the “Opening JavaRosa” screen.

Choose Initial Language – select English. Some of the menu items have not been translated to other languages; therefore, the application may not work in other languages.

The “Available forms” screen displays the following forms:

- Weekly Report – Common Notifiable Diseases
- Weekly Report – Uncommon Notifiable Diseases
- User Registration

This screen also displays a link for downloading new or updated forms.

The Weekly Report – Common Notifiable Diseases form is the most commonly submitted form. All of the fields in that form must be submitted. As the name implies, the Weekly Report – Uncommon Notifiable Diseases form is used for submitting a report on uncommon Notifiable diseases. The User Registration form is submitted only once.

Available forms
Weekly Report - Common Notifiable Diseases
Weekly Report - Uncommon Notifiable Diseases
User Registration
<a href="#">Download New Forms</a>

First scroll down to User Registration and fill out the User Registration form.

## USER REGISTRATION

This form is used to collect basic information about the user. The Username should be a single word, such as the last name followed by the first letter of the first name. The "Delete" menu item on the lower right can be used to make a correction.

User Registration
Username
ATEST
<b>Options</b> <span style="float: right;"><b>Delete</b></span>

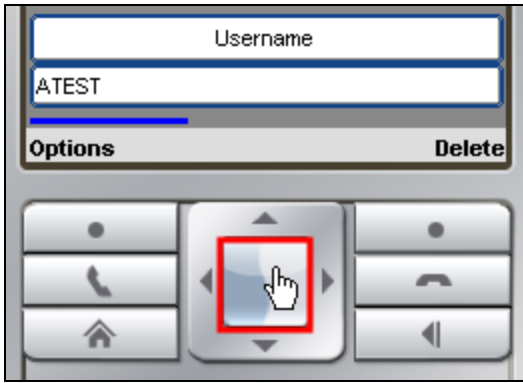
## FORM PROGRESS

The blue bar show your progress in the form:

ATEST
<b>Options</b>

## MOVING TO THE NEXT QUESTION

Click the scroll key button to move to the next question.



## SITE ID

Enter the Site ID. The Trainer will prove the value to enter for the Site ID.

Username	ATEST
Site ID	1234

## MOBILE NUMBER

Enter the phone number for the mobile phone being used for the registration.

Username	ATEST
Site ID	1234
Phone number for this mobile phone	0725551212

Note that the blue bar displays across the display: the form is complete.

## SUBMITTING THE FORM

Click the scroll key to submit the form. Choose "Send now."

Submit Form

Send Data Now

Send Now

Send Later

Select

Upon successful submission, it will display "Successfully Submitted."

Send Status

Send Data Now

Send Now

Send Later

Successfully Submitted.

OK

Click "OK" using the Left selection key to return to the form listing.



## CONFIRMATION

The trainer should confirm that the registration was successful by visiting the following URL:

[http://odkagg.appspot.com/formSubmissions?odkId=http%253A%252F%252Fcode.javarosa.org%252Fuser\\_registration](http://odkagg.appspot.com/formSubmissions?odkId=http%253A%252F%252Fcode.javarosa.org%252Fuser_registration)

## WEEKLY REPORT – COMMON NOTIFIABLE DISEASES

This form is used for submitting the Common Notifiable Diseases report. This form must be submitted every week. This form should be the first form listed in the “Available forms” listing:

Available forms
Weekly Report - Common Notifiable Diseases
Weekly Report - Uncommon Notifiable Diseases
User Registration
<a href="#">Download New Forms</a>

Click the scroll key button to view this form.

**Weekly Report - Common Notifiable Diseases**

**Weekly Clinical malaria under 5 years**

**Options**

Enter a numeric value for each question. Click the scroll key button to proceed to the next question.

#### REQUIRED VALUES

Entries for every question are required. If you try to skip a question, the application will display an error message. Click the left selection key to dismiss the error. You must enter a value in order to proceed to the next question.

**Weekly Clinical malaria**  
**Required question;  
You must answer**

**OK**

#### OUT-OF-RANGE VALUES

The application will display an error message if you enter an out-of-range value.

**Weekly Clinical malaria**  
**Answer is outside of  
the allowed range**

**1**  
**OK**

#### CORRECTIONS

You may correct an entry. Click the right selection key to select "Back" in order to load the previous question.

Weekly Clinical malaria under 5 years	12
Weekly Clinical malaria 5 years and over	
<b>Options</b>	<b>Back</b>

Click the right selection key to select "Delete" and delete the incorrect value.

Weekly Clinical malaria under 5 years	
12	
<b>Options</b>	<b>Delete</b>

Change the value.

Weekly Clinical malaria under 5 years	
10	
<b>Options</b>	<b>Delete</b>

Click the scroll key button to proceed to the next question. Confirm that the edited value is correct. The edited value is highlighted in red:

Weekly Clinical malaria under 5 years	10
Weekly Clinical malaria 5 years and over	
<b>Options</b>	<b>Back</b>

If you need to go back more than one question, first select "Back" from the right selection key.

Weekly Clinical malaria 5 years and over	0
Weekly Mal lab test	2
Weekly Mal lab test pos	
<b>Options</b> ▲ <b>Back</b>	

Next, select "Back" from the left selection key to go back to the previous questions(s).

Weekly Clinical malaria 5 years and over	0
Weekly Mal lab test	
Weekly Mal lab test pos	
<b>Next</b> <b>Language</b> ▶ <b>Exit</b> <b>Back</b> <b>Clear</b> <b>Select</b> <b>Cancel</b>	

Press the right selection key to delete the incorrect value.

Weekly Clinical malaria 5 years and over	
0	
<b>Options</b> <b>Delete</b>	

Confirm the corrected value.

Weekly  
Clinical  
malaria 5  
years and  
over

Weekly Mal lab test

2

Options    ▲    Delete

When the form is complete, choose "Send Now" by pressing the scroll key button.

Send Data Now

Send Now

Send Later

The application will display the "Sending in Progress" screen. Do not press OK. It will take a few moments to upload the data.

Sending in Progress

Click the left selection key when the "Successfully Submitted" screen is displayed to return to the Form List.

Send Status

Send

Successfully Submitted.

Sen

Sen

OK

## WEEKLY REPORT – UNCOMMON NOTIFIABLE DISEASES

Click the bottom scroll key to select the "Weekly Report – Common Notifiable Diseases" form In the "Available forms" listing,

<b>Available forms</b>
Weekly Report - Common Notifiable Diseases
Weekly Report - Uncommon Notifiable Diseases
User Registration
<a href="#">Download New Forms</a>

Click the scroll key button to load this form.

<b>Weekly Report - Uncommon Notifiable Diseases</b>
Weekly Bites dogs
Weekly Bites Other animals
<b>Options</b> <b>Back</b>

None of the fields in this form are required. Press the scroll key button to proceed. Only answer the questions for which you have values.

Weekly Bites dogs
Weekly Bites Other animals
Weekly Cholera under 5
Weekly Cholera 5 years and over
5
<b>Options</b> <b>Delete</b>

When the form is complete, choose "Send Now" by pressing the scroll key button. Click the left selection key when the "Successfully Submitted" screen is displayed to return to the Form List.

### RE-SEND SAVED FORMS

You may re-send a form that previously failed to send. Click the left Selection key to reveal the "Select" menu and select "View Saved."

<b>Available forms</b>
Weekly Report - Common Notifiable Diseases
Weekly Report - Uncommon Notifiable Diseases
User Registration
Download New Forms
Select
<b>View Saved</b>
Settings
<b>Select</b> <b>Cancel</b>

Use the top scroll key to select the form you wish to re-send.

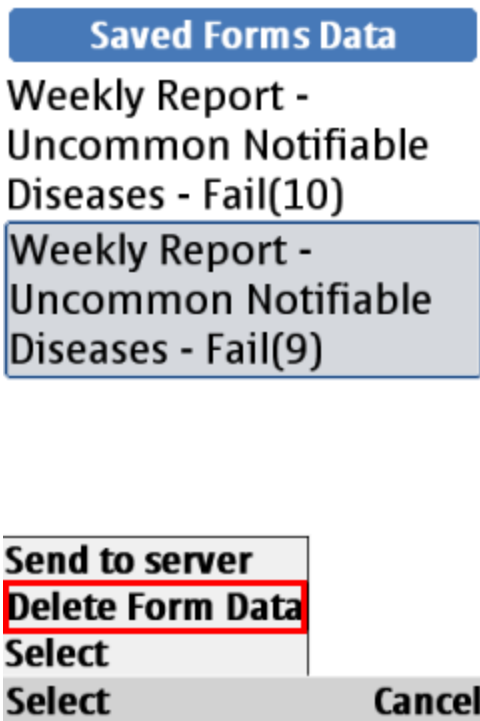
Saved Forms Data	
Weekly Report - Uncommon Notifiable Diseases - Fail(8)	
Weekly Report - Uncommon Notifiable Diseases - Fail(7)	
<b>Options</b>	<b>Back</b>

Use the left selection key to open the Options menu and click the scroll button to "Send to server."

<b>Send to server</b>	
<b>Delete Form Data</b>	
<b>Select</b>	
<b>Select</b>	<b>Cancel</b>

## DELETING SAVED FORM DATA

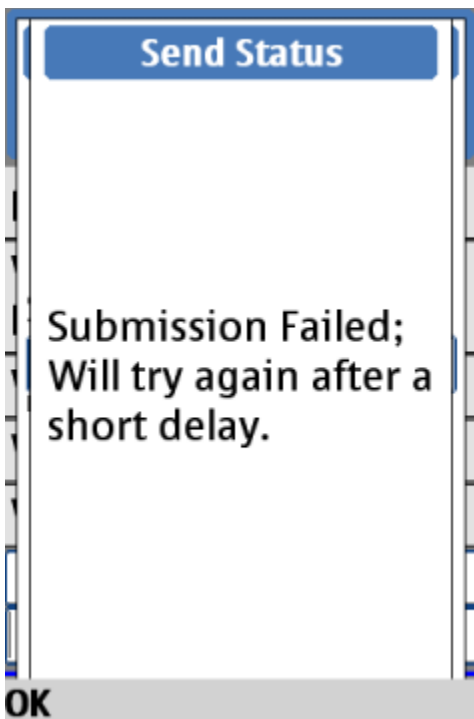
To delete saved form data, go to the options menu from the "Available forms" listing and select "View Saved Forms." Use the scroll key to select the form to delete and then select "Delete Form Data" from the Select menu.



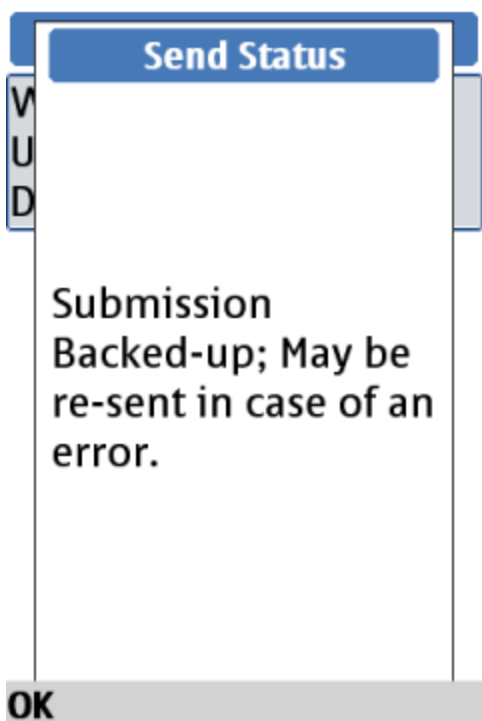
## TROUBLESHOOTING

### INTERNET ACCESS PROBLEMS

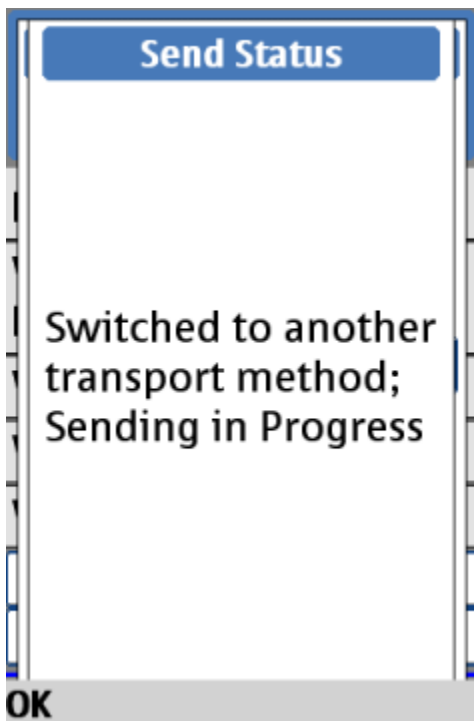
The application will attempt to re-send the form data after a short delay.



The application may display a message confirming that the data has been backed up.



If it fails to send the data over the Internet, it will send the data via SMS.

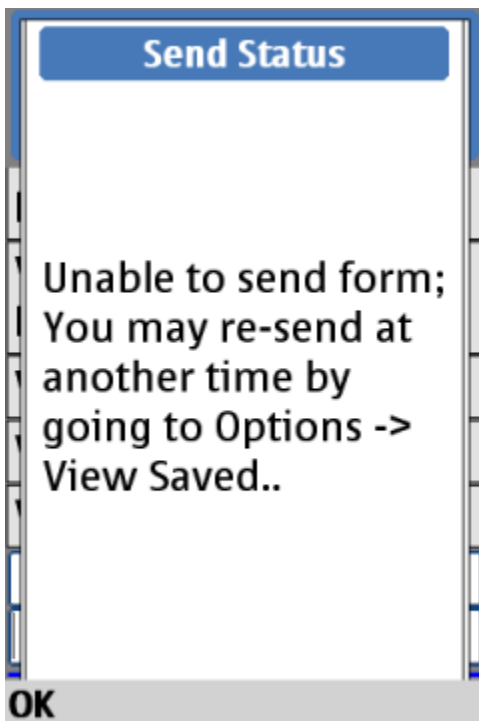


The application will display a message asking to send an SMS. Click the scroll key button to confirm.



## UNSENT MESSAGES

The form data is saved if the phone is able to send the data. The application will display the following message:



See the section RE-SEND SAVED FORMS for directions on re-sending the form data.

## UPGRADES

If instructed, you may need to update a form. Click the "Download New Forms" link to view the available forms.

**Available forms**

**Weekly Report - Common Notifiable Diseases**

**Weekly Report - Uncommon Notifiable Diseases**

**User Registration**

**Download New Forms**

If you upgraded the JavaRosa application on the phone, you may see an "Operation Failed" message when starting the application. Hit the "Back" button and re-enter the Memory Card, and re-launch JavaRosa. If that fails, reboot the phone.

## ADMINISTRATION

### DATABASE MANAGEMENT

The application auto-generates the DeviceID, which identifies the handset. This value is submitted with each form and can be joined to identify the site name.

Join between User Registration.registration-registering\_phone\_id and Weekly Report - Common Notifiable Diseases.handset\_id

User Registration records:

SubmissionDate	registration-username	registration-uuid	registration-registering_phone_id	siteId	phone
Wednesday, April 20, 2011 4:31:48 PM UTC	JOHNA	SGB7TBPMBU43NM8TR2XWCAR4H	G2LUWWZHTCT1U5I448TDC7FVE	1425	825551212
Thursday, April 21, 2011 1:02:57 PM UTC	TESTA	HXG7U0VJDIC3JZ35GO50L2AT0	26L5YFYEXYUJ4J8RE1V87Y95I	1234	725551212
Thursday, April 21, 2011 1:05:04 PM UTC	AATEST	DC0V3QMS45MWNZWNHDLVM5CAU	KQ2AIKN9LPENFQQRO2428IMZU	1234	725551212
Friday, April 22, 2011 12:25:01 PM UTC	AATEST	4IR8MBH2AT93EUJT67FE91U94	N91O8JJX6ZUUVBYWI2MJNGWJ4	1234	725551212
Monday, April 25, 2011 3:50:58 PM UTC	TEST2	K8ME222HYFJRI5VN6TX53GVEF	A16403I405ABFO9OR9ORXU9WX	1235	725551234
Monday, April 25, 2011 4:11:07 PM UTC	TEST3	CIE4MABA90TMBT54H3EWLI96T	<b>4J3O8UUTAXB6TB93VGJ2J7Q0</b>	1236	725551212

## Weekly Report - Common Notifiable Diseases

SubmissionDate	handset_id	Weekly_Clinical_malaria_under_5_years	Weekly_Clinical_malaria_5_years
Wednesday, April 20, 2011 3:03:29 PM UTC	0S7X0MAHPJE15QOWEGSCI9TTI	1	2
Friday, April 22, 2011 3:00:56 PM UTC	MXM5PMR822A9AIIDOPSATRYOG	10	5
Monday, April 25, 2011 4:09:57 PM UTC	4J3O8UUTAXDB6TB93VGJ2J7Q0	2	0

## CONFIGURING INTERNET SETTINGS

In the Nokia phone, go to Settings -> Configuration ->

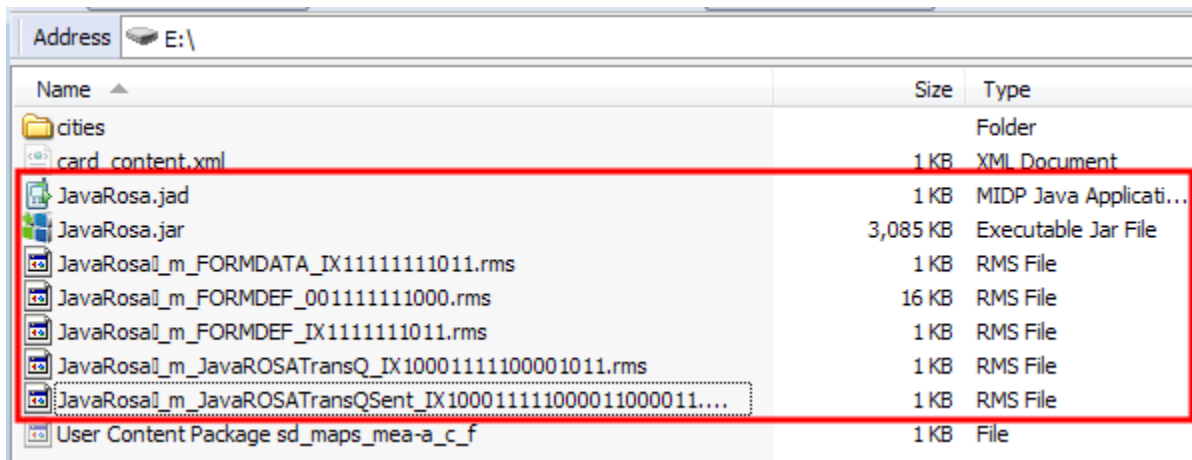
- Default config sett. And set the default. – EWZ
- Act. Def. in all apps – Yes
- Preferred acces point - EWZ

## COPYING THE FILES TO THE PHONE

You may connect to the phone either by USB cable or Bluetooth. If you have a mini-USB cable, using it for the connection is a lot simpler than using Bluetooth.

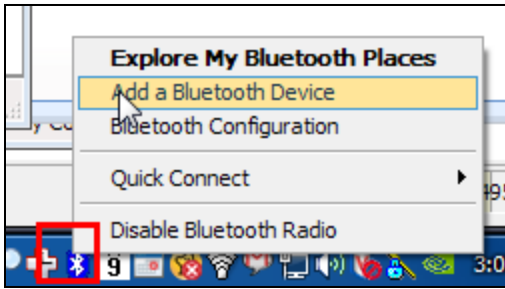
## USB

Connect the USB cable to the phone and the pc. In a few moments the drive will be displayed in “My Computer.” Copy the files to this directory:

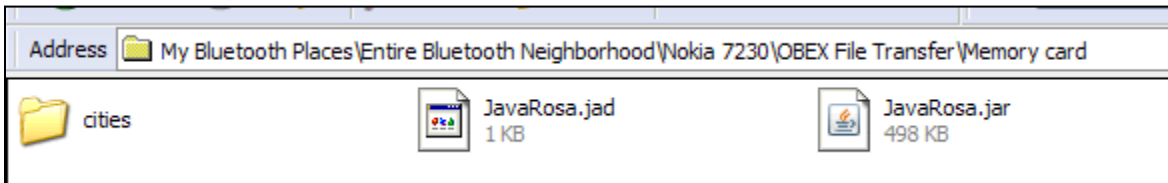


## BLUETOOTH

Enable Bluetooth on the phone and then add it as a Bluetooth device:



It should have Nokia 7230 in the list. Follow the instructions to enable use of this phone. Enable OBEX File Transfer. Once it is complete, open your Bluetooth places and copy the files to the Memory Card:



## CONTENTS OF THE ZIMHISP JAVAROSA DISTRIBUTION

The ZimHISP JavaRosa distribution is available in a .zip archive. It includes the JavaRosa application as well as the forms used in the application.

List of files:

- JavaRosa.jad
- JavaRosa.jar
- JavaRosa\|\_m\_FORMDATA\_IX1111111011.rms
- JavaRosa\|\_m\_FORMDEF\_00111111000.rms
- JavaRosa\|\_m\_FORMDEF\_IX1111111011.rms
- JavaRosa\|\_m\_JavaROSATransQSent\_IX100011111000011000011.rms
- JavaRosa\|\_m\_JavaROSATransQ\_IX10001111100001011.rms