DRAFT APRIL 2019



THE ADVANCED DATA PLANNING TOOL VERSION 1.2

MANUAL FOR USERS



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List of abbreviations and acronyms

ADAPT	Advanced Data Planning Tool
CD 4.0	Capacity Development 4.0
COFOG	Classification of the Functions of Government
CSV	Comma-separated values
CT-GAP	Cape Town Global Action Plan for Sustainable Development Data
DAC	Development Assistance Committee
DDI	Data Documentation Initiative

FAO	Food and Agricultural Organisation of the United Nations
GAMSO	Generic Activity Model for Statistical Organizations
GSBPM	General Statistical Business Process Model
ILO	International Labour Organization
IMF	International Monetary Fund
logframe	logical framework
M&E	Monitoring and Evaluation
MMR	Maternal Mortality Rate
NDP	National Development Plan
NSDS	National Strategy for the Development of Statistics
NSO	National Statistics Office
NSS	National Statistical System
OECD	Organisation for Economic Cooperation and Development
PARIS21	Partnership in Statistics for Development in the 21 st Century
SDG	Sustainable Development Goal
UN	United Nations
UNECE	United Nations Economic Commission for Europe
UNSC	United Nations Statistical Commission
UNSD	United Nations Statistics Division
URL	Uniform Resource Locator

1. Why ADAPT?

1.1 Rationale

An enabling policy environment is a key condition for sustainable development. Even amidst the growing calls for evidence-based policy making and a tentative shift towards data-driven development planning, many developing countries continue to lack policies that are adequately informed by evidence and data. Conversely, some data needs are not sufficiently driven or articulated by policy priorities, thus implying a lack of integration between data systems and policy processes. The data revolution and the Sustainable Development Goals (SDGs)¹ provide an incredible opportunity for low-income countries to participate in global development objectives, and may also help to mobilise resources and develop statistical capacity. However, many countries continue to face great obstacles in planning, measuring and reporting their own national indicators, and therefore encounter even greater challenges when attempting to address the SDGs.

PARIS21 has developed the Advanced Data Planning Tool (ADAPT), an innovative web-based planning tool that National Statistical Offices (NSOs) and other data producers can use to adapt their data production to the priority data needs of policy makers and to adjust data plans to individual priorities of choice.

In the context of ADAPT, demand refers to the data required by public policies. In other words, data are seen as a product for which demand is expressed explicitly or implicitly in policy documents. ADAPT aims to improve the data market by better adapting data supply and the underlying production processes to meet the demand.

Box 1 – Did You Know! Why does data planning still matter today?

Governments must have an overall vision of the development of their National Statistical Systems (NSSs) to ensure that their data needs are met in a sustained and quality-controlled way. Data planning regards the prioritisation of data demands, which should be met – adjusting timeframes, budgets, skills, capacities and institutional responsibilities – in an environment that is constantly changing due to the traction of data, technological, institutional and legal innovations. As for all functions of government, it is essential that the various data systems constituting the NSS continue to improve their efficiency and productivity to remain relevant, especially when competition on data markets has never been stronger. Data planning is key to efficient data systems.

1.2 Challenges in data planning

Every statistical office experiences challenges in its data planning activities. Over the last fifteen years, substantive improvements have been made due to the traction gained by the National Strategies for the Development of Statistics (NSDSs), on which a large body of literature is now available. PARIS21 maintains the NSDS guidelines,² which provide statistical offices with a comprehensive and up-to-date set of recommendations and good practices on data planning.

The key constraints that typically affect data planning are the following:

¹ <u>http://www.un.org/ga/search/view_doc.asp?symbol=A/RES/70/1&Lang=E</u>

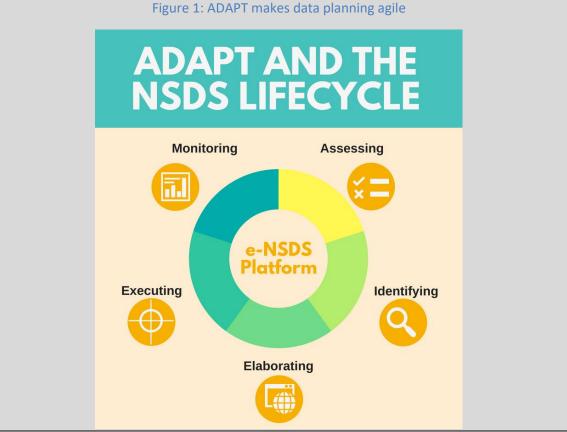
² http://nsdsguidelines.paris21.org/

- Data demands change constantly. Users, including policy analysts, need faster, more granular, • and reliable data. Supplying these ever-changing data is a challenge as statistical infrastructure and, in particular, data sources – whether administrative data or sample-survey-based – are often difficult to adjust under tight timeframes.
- The number of data sources is burgeoning, and the pace of innovation is greater than ever. •
- More stakeholders are competing in a booming data market; therefore, the role of NSOs is • undergoing considerable change.
- Costing future activities is a challenge, as unit costs may be missing or evolving rapidly because • of technological innovations. Budgeting remains a key issue in many countries, especially where data-related activities rely heavily on external funding, which is not always predictable.
- Many different data plans (including the NSDS) exist in a given country's data system and may conflict with one another.

Box 2 – Worth noting! ADAPT and the NSDS

ADAPT supports several phases of the NSDS design and implementation stages, including the Assessing the NSS, Identifying strategic goals, Elaborating action plans, Executing and Monitoring & Reporting phases. Annex 5.4 further details the specific steps under each phase, which can be facilitated through an appropriate use of ADAPT.

ADAPT aims to make data planning agile to better reflect the realities of country data ecosystems, which are characterised by ever-evolving data demands and a constantly increasing number of stakeholders.

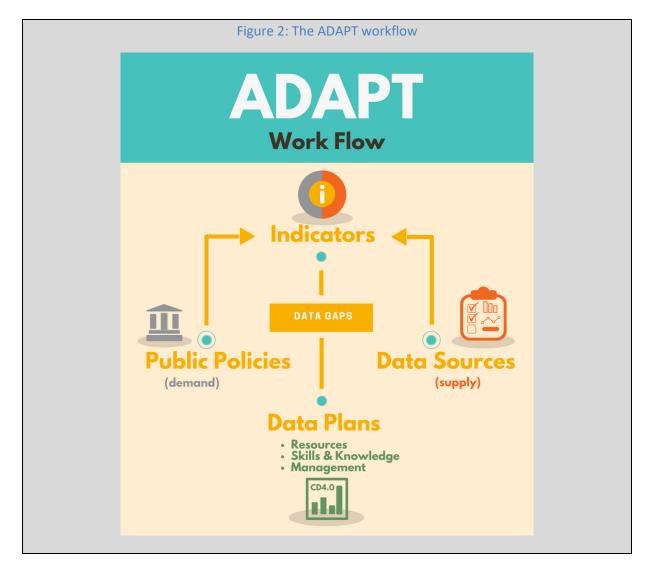




1.3 What is ADAPT and how does it help?

ADAPT is a free cloud-based data planning tool developed by PARIS21 to address some of the challenges mentioned in the previous sections.

ADAPT is a consultative platform that brings together development stakeholders in the promotion of policy-responsive data systems. It is based on a demand-and-supply analysis of indicators, data sources, capacities and skills, and links these assessments of gaps with the priorities identified. ADAPT promotes the reuse of data and the quality assessment of data sources. It helps monitor the implementation of data plans, including the NSDS. ADAPT contributes to better data plans by aligning their content to data needs. Additionally, it reinforces co-ordinated data systems in national or regional contexts.



ADAPT uses relational database management system (RDBMS) technology and is hosted in a secure cloud-based set-up. Within an NSS, multiple users can use the tool simultaneously, therefore enabling iterative and incremental data planning. It features multilingual support and can be customised to specific countries' needs. The current version is V1.1; the present manual refers to this version.

How does ADAPT help?

Captures data demands

- Catalogues data demanded by key global, regional and national policies
- Maps these demands and shows potential for data reuse
- Identifies policies and sectors that do not have Monitoring and Evaluation (M&E) frameworks

Identifies data gaps

- Connects data demand to data supply
- Checks compliance of available data
- Identifies current data gaps

Identifies capacity or skills gaps

- Provides a detailed capacity gaps assessment, by indicator
- Provides an overview of skills missing throughout the organisation or NSS
- Consistent with the GSBPM³ and CD4.0⁴ frameworks

Improves data planning

- Maps the different global, regional, national, sectoral or subnational data strategies relevant to an organisation
- Monitors implementation progress and institutional bottlenecks
- Enables activity-based co-ordination
- Allows detailed costing and budgeting of data planning activities
- Identifies data priorities that are not addressed in current plans

ADAPT is embedded with several reporting and visualisation tools to explain complex findings and facilitate understanding. Section 4.2.6 Reports of this manual, titled Reports, details the reports that can be generated by ADAPT and their possible uses.

2. ADAPT sandbox: first-time user documentation

The ADAPT sandbox environment allows for the creation of individual ADAPT instances for testing purposes. Sandbox instances function like instances of the production environment and allow users to become familiar with the ADAPT experience before they establish a proper ADAPT session.

2.1 Accessing the sandbox environment

- Connect to the Internet.
- Open a web browser (Google Chrome, Mozilla Firefox, Internet Explorer, etc.) and type <u>http://adapt.paris21.org</u> in the address bar; in the top right-hand corner, click on *TRY IT NOW* button:

³ https://statswiki.unece.org/display/GSBPM/Generic+Statistical+Business+Process+Model

⁴ http://www.paris21.org/capacity-development-40



• Clicking on *TRY IT NOW* in the top right-hand corner results in the following ADAPT sandbox interface. The following web page will appear:

← → C ☆ © Not secure adapt.paris2Lorg/V11/try-it-				¥☆ : English ▼
21				Lightin -
		APT V1.2 o for a sandbox instance		
	ry it now		Sign-up	
1245422	ys sandbox instance	Name	Your name	
Follow	v these simple steps to your sandbox instance	Email	Your email	
• Step	1: Enter the required information	Password Min. 6 characters	Password for your sandbox instance	
Creat	e button 2: An email will be sent to the	Organisation	Your organisation name	
email address you've provided with a link to activate your instance of ADAPT Step 3: Open your email and click the	This information	torage of my account credentials and IP address. may be used to inform product decisions and to ootify me about product updates		
link t	o activate your account.		Create	

- On this page, enter your name, email ID, password (at least six characters long, of your choice) and organisation. Tick the box to agree to the terms and conditions ("I agree to the storage of my account credentials and IP address. This information may be used to inform product decisions and to notify me about product updates").
- Once all your details have been inserted, click on the *Create* button. The following confirmation screen will appear:

Figure 5: Checking your email after sandbox creation			
← → C & @ adapt.paris21.org/a PARIS 21	11/11/11/11/11/11/11/11/11/11/11/11/11/	🖈 🚦	
	Thank you! Please check your email to activate your sandbox instance of ADAPT		

- You will be sent an email at the email address you provided.
- Open this email. It will contain a link to activate your ADAPT instance. Click the link to activate your account. Once you have confirmed the activation, the following page will appear:

	Figure 6: Activated sandbox	
PARiS 21		English 👻
	Your sandbox is now active and you can log in here:	

• After this stage, clicking on the automatically generated URL of your ADAPT instance (or typing the URL in the address bar of a web browser) will load that specific instance of ADAPT in the web browser. The following interface (with instance-specific markers) will appear:

Figure 7: L	ogging int	o a custon	1 ADAPT	Instance	
ADAPT V1.1					English 👻
	San	dbox #61			
		PARIS			
Advanced Data Plan Advanced Data Flunning Tool () better plan for development dat and prioritise data demands an production to theter mends. It development of better data plan Strategies for the Development monitors their implementation. ADAPT is also a consultative pi together development trakeholid of policy responsive data systems. Log in to your ADAPT account too and resources available. If you do on this instance of ADAPT, request	ADAPT) is used to a. It helps monitor di adapt the data contributes to the such as National or 5 statistics and atform, that brings ris in the promotion explore the features rit have an account	Email Password Remember m Forgot your pas		© Sign in	
Privacy policy - Terms - Help				© 2018 PARIS21	

• To sign in, enter the email ID and the password used to create your ADAPT account in the respective fields. Click on the *Sign in* button. The following home page will load:

Figure 8: Home page of the ADAPT sandbox in	stance
Sandbox #124 PARIS ADAPT 21	Archita Misra [Administrator] Sign Out Site Administration Users Help English
Policies Logframes Indicators Data Sources Data Plans Reports	•
user-producer interface. ADAPT identifies data gaps by comparing data demanded in key policies with the data actually produced and available. ADAPT aims to help fill these data gaps and associated capacity gaps by improving data plans. ADAPT produces a wide range of key <u>reports</u> based on contributions of the various development stakeholders inputs, including <u>policies</u> , <u>logframes</u> and <u>data sources</u> .	Constant of the second

• Voilà! You are now ready to explore ADAPT in a sandbox environment. All the best!

2.2 Multilingual access to ADAPT

ADAPT can be accessed in multiple languages. The sandbox creation interface is available in Arabic, Chinese, English, French, Russian and Spanish. When signing in to ADAPT, a "language-switcher" option is located in the top right-hand corner. This can be used to toggle between different languages.

	Figure 9: Accessing	ADAPT in m	ultiple languages	
← C û ⊙ Not secure ad PARIS 21	apt.paris21.org/V11/kry-It-now			¥ ☆ : English ▼
		APT V1.2 o for a sandbox instance		
	Try it now 30 days sandbox instance Follow these simple steps to create your sandbox instance 5 step 1: Enter the required information in the fields provided and click on the <i>create button</i> 5 step 2: An email will be sent to the email address you've provided with a link to activate your instance of <i>ADAPT</i> 9. Step 3: Open your email and click the link to activate your account.	This information	Sign-up Your name Your email Password for your sandbox instance Your organisation name torage of my account credentials and IP address. may be used to inform product decisions and to notify me about product updates	
	Privacy policy · Terms · Help		Create © 2018 PARIS21	

When creating a sandbox instance, the language selected in the top right-hand corner becomes the default language for the instance created.

The default interface for signing in will be in the preselected default language (other than English, if selected while creating the instance) or in English.

Figu	re 10: Accessing the AD	APT sandb	ox in mult	iple lang	uages		
ADAPT V1.1						English 👻	
	San	dbox #61					
	<section-header><section-header><section-header><text><text><text><text></text></text></text></text></section-header></section-header></section-header>	Email Password Remember me Forgot your pass		Sign in			

After signing in, you may add more options to the language-switcher through *Site Administration* (*Translations -> Language -> Languages*). These languages can be used to access the interface before signing in. Changing the default language for the signing-in interface is also possible through *Site Administration* (*Translations -> Language -> Default language*). See <u>Section 3.2.1</u> of this manual for further details.

Figure 11: Changing languages and default la	anguage in ADAPT
Demoland ADAPT 21	Sign Out Site Administration Users Help English
Policies Logframes Indicators Data Sources Data Plans Reports About Current version Update history	Save
Settings English Customise Français Español Español Pixcoviñ Pixcoviñ	
Translations البرية Language אומייק Labels Mohron xan Menu Items Swahili	
Geography Kinyarwanda	
Lists	
Organisations Departments	
Unit of measurement Disaggregation variables Indicator / priorities Indicator / collection	⊜
Library	

3. Prerequisites and ADAPT administration

This section assumes that you are already able to access an instance of ADAPT. The instance could be either a sandbox instance or an official one. It is also assumed that you already have the credentials (email ID and password) required to sign in to the instance.

First, sign in to your ADAPT instance as per the steps listed below.

3.1 Signing in

- 1. Load the URL of the ADAPT instance into a web browser.
- 2. In the resulting login form, enter the email and password used to create your ADAPT account into the respective fields.
- 3. Click on the *Sign in* button.

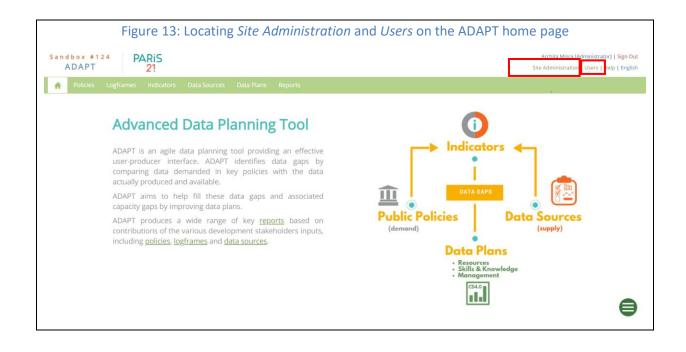
Figure 12	: Signing in to	ADAPT	
ADAPT V1.1			English 💌
Traini	ng Count	ry 5	
Advanced Data Planning Tool ADAPT is a tool used by the National Statistical System of Training Country 5 to better plan for development data. It helps monitor and prioritise data demands, and 'adapt' the data production to these needs. It contributes to the development of better data plans and also monitors their implementation. ADAPT is a consultative tool that brings together development stakeholders in the promotion of policy responsive data systems. It is primarily maintained by the NSO of Training Country 5, other agencies can contribute and use it.	Email Password Rememb Forgot your pa	Sign in	

Before starting to use ADAPT, we recommend that users first adjust all configuration settings required, as detailed below.

3.2 Configuration settings

To access the configuration settings, after signing in to the ADAPT instance, click on *Site Administration* in the top right-hand corner of the ADAPT screen.

Settings pertaining to users and roles may be accessed by clicking on the *Users* link in the top righthand corner of the screen. Section 3.3 of this manual outlines the various user roles and further information.



3.2.1 General settings: Customise

Under this section of ADAPT, the user may edit the look and feel of the interface by modifying the description and adding customised logo for their own interface. This can be done by accessing *Site Administration* and then clicking on *Customise -> Description* or *Customise -> Logo -> Choose File.*

Also note that the local currency can be specified for a particular instance under *Site Administration* - *Customise* -> *Local currency*. A drop down list of currency and their symbols appears. This information is sourced from https://gist.github.com/Gibbs/3920259.

Finally, this section under *Site Administration -> Customise -> inflation percent* allows the user to enter the annual inflation in percentages.

	Figure 14: Settings \rightarrow Customise in ADAPT
Current version Demoland (Ac	Ivanced) Saw
Jpdate history	
Description	e source 异日及春日 × 9 造造造 + → 4 時 学 - 6 8 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
Settings	B I U S X, X' Z, II II = = = 17 30 E E E E E = = = 0 0 III C
Customise	Styles - Format - Fornt - Size - 🔥 🔟 ?
ransiations	aller - Lauge - Lee - Corres - T. M. M. St. St. L
anguage	Advanced Data Planning Tool
abels	Auvaliced Data Flaining 1001
lenu Items	ADAPT is an aglie data planning tool providing an effective user-producer interface. ADAPT identifies data gaps by comparing data demanded in key policies with the data actually produced and available.
eography	ADAPT aims to help fill these data gaps and associated capacity gaps by improving data plans.
ea levels	ADAPT produces a wide range of key recorts based on contributions of the various development stakeholders inputs, including policies, logframes and
	AUAP I produces a wole range of key (EQUIS based on contributions of the various development stakeholders inputs, including bolices, (Quitarties, and data sources.
sts	body
ganisations	
partments Logo (jpg/png.	300kb max) Choose File No file chosen
it of measurement.	
saggregation variables dicator / priorities	PARIS
dicator / collection	PARIS
ita plan / priorities	
to party pronoes	01
brary	
olicies	— •
ogframes	
ata Plans Local currency	United States dollar - USD - \$
rganisations	
ulk upload	d +
Jaik upidud	

3.2.2. Setting up translations

ADAPT is currently available in English, French and Spanish. Arabic, Chinese and Russian versions will be added in due course.

The ADAPT interface may also be translated into languages other than Arabic, Chinese, English, French, Russian and Spanish. Select the intended language by accessing *Site Administration* and then clicking on *Translations -> Language -> Languages*. If your chosen language is not in the list, send an inquiry to PARIS21.

Once you have select the intended language for translation by adding a check mark next to the language (*Translations -> Language-> Languages* under *Site Administration*), the option to switch languages will appear in the top right-hand corner.

	Fi	gure 15: Setting up languages in AD	JAPT
ADAPT 21			Site Administr Hon Users Help English
A Policies Logframes			English Français
About			Русский
Current version Update history	Demoland		Save
Settings Customise Translations Language Labels Menu Items Geography Area levels	Languages		
Lists	Default language	English	
Organisations Departments Unit of measurement Disaggregation variables Indicator / priorities Indicator / collection			
Library			

ADAPT is now ready for translation.

The entire ADAPT interface can be translated under two items, listed under *Site Administration -> Translations*. The items are *Labels* and *Menu Items*, as shown below.

Figure 16: Tran	Figure 16: Translating Labels and Menu Items in ADAPT		
	A Policies	Logframes	Indicato
	About Current version Update history Settings Customise Translations		
	Language Labels Menu Items Geography Area levels		
	Lists Organisations Departments Unit of measuremen Disaggregation varia Indicator / priorities	ables	

The *Labels* tool enables translation of various forms in ADAPT. The *Menu Items* tab enables translation of the various menus (described in <u>Section 4</u> of this manual).

For *Labels*, clicking on the *Edit* button allows you to edit the items in their language of choice.

Notice Late Notice Date Plane Reports About Current version Update history F*Add Label Settings Setings Se	
About Current version Update history Settings Customise Translations Language Labels Menu Items Geography Area levels Lists Organisations Lists Organisations Department Diagneezition variabiles Menu Items Georera Jeace, value Liste Organisations Department Diagneezition variabiles Department Diagneezition varia	Sign Ou n Users Help Englist
Current version	
Group Key English Swahil Translations General sign_out Sign Out Toka Language General search Search Toka Language General search Search Toka General search Search Hifdshi Menu items General are.you_sure Hind Geography General are.you_sure Mon Users Unit of measurement Group item of measurement General andel Acale Search Monte Disaggregation variables General andel Acale Search Monte Search General re.you_sure Area values Search Search Search Search General re.you_sure Area values Search Search Search Search Stations General please.wait Bease wait Search	
Group Scheme Key English Swahil Translations Group Scheme Sign_out Sign_out Toka Language General sign_out Sign_out Sacch Toka Language General search Save Toka Scheme Geography General ar_you_sure Delete Scheme Scheme Area levels General ar_you_sure Area you sure? Unit of measurement Scheme Organisations General abreviation Abbreviation Scheme Scheme Diagargezation variables General accel Required propring frequency Menuited Scheme Scheme	
Franslations General sign_out Sign Out Toka Language General sarch Search Tafuta Labels General sarch Search Tafuta Menu Items General save Swe Hifdshi Geography General are.you sure Una ubakka? Manu Items Geography General are.you sure Manu Items Ipatkana Area levels General are.you sure Manu Items Ipatkana Grear please_wait Please wait Suber wait Suber wait Suber wait Grear please_wait Level Nazal Suber wait Suber wait Organisations General oner Manu Milki Manu Milki Departments General oner Manu Milki Manu Milki Unit of measurement General cancel Cancel General General	Edit
General sign Out Sign Out Toka Lappage General search General Search Tofut Labels General Search General Search Tofut Menu Items General General Gele Dele Ford Fo	
Ceneral Search Search Tata Cebels General Search Search Tata Menu Items General Search Search Midble Geography General delet Delete Midble Area levels General reuryou_sure Midble Midble Lists General abreviation Abreviation Midble Organisations General level Level Midble Midble Departments General oner Midble Midble Midble Disaggregation variables General cancel General Required reporting frequency Midble	
General Save Save Hadni Menu Items General Save Menu Items Menu Items Geography General delet Debego surve? Value Area levels General rearyou_surve Area you sure? Una lukkia? Lists General abreviation Abreviation Subiri stadhali Organisations General level Level Menu Items Departments General omer Menu Items Milkio Unit of measurement General cancel General cancel Cancel General General	
Geography Area levels General are_you_sure Are you sure? Una vakak? Area levels General General area values Area you sure? Una vakak? Lists General general bear Area values Values Values Organisations General general bear Area values Abbreviation Abbreviation Values Organisations General general values Ievel Values Values Values Departments General unit of measurement General General concel General concel Ge	
Geography General Found Found Ilpatkana Area levels General found Found Ilpatkana Lists General please_wait Please wait Subirt stadhali Organisations General abbreviation Abbreviation Winklow Organisations General level Level Naral Departments General owner Minikli Minikli Unit of measurement General reporting_frequency Required reporting frequency Marka General cancel Cancel Cancel General General	
General Found Found Ilipationa Ana levels General found Please wait Please wait Subir stadshall Lists General abbreviation Abbreviation Abbreviation Subir stadshall Organisations General level Abbreviation Ngair Organisations General owner Minik Minik Departments General repring, frequency Required reprints frequency Manual	
General please wait Please wait Subiru fadhali Lists General abbreviation Abbreviation Subiru fadhali Organisations General abbreviation Abbreviation Subiru fadhali Organisations General level Level Ngairu Departments General owner Mmiliki Unit of measurement General cancel Cancel General	
Corganisations General Ievel Level Ngazi Organisations General owner Owner Miliki Departments General reporting_frequency Required reporting_frequency Miliki Units of measurement General cancel Cancel General General	
Organisations Owner Owner Mmilki Departments General reporting_frequency Required reporting frequency Minus Disaggregation variables General cancel Cancel General General	
Departments Departments Required reporting frequency Required reporting frequency Mzunguko wa Kuripoti Unit of measurement General cancel Cancel Cancel Ghair	
Unit of measurement General reporting_frequency Required reporting frequency Mzunguko wa Kuripoti Disaggregation variables General cancel Cancel Ghairi	
Disaggregation variables	
Indicator / priorities Jana Ame Name Jina	8
General comment Comment Oni	-
General add Add Ongeza	

After translating the labels, which are in a one-to-one correspondence with the English version, clicking on the *Save* button will save the changes.

	Figure 18: Ec	liting and saving labe	ls for ADAPT translation
ADAPT			Sign Site Administration Users Help Eng
A Policies Logframes	Indicators Data Sources Data	a Plans Reports	
About Current version Update history	+ Add Label		
Settings	General	• Search	
Customise			Save Cancel
Translations	Group Key	English	Swahili
Language	General sign_out	Sign Out	Toka
Labels		-	description
Menu Items			
Geography			A
Area levels	General search	Search	Tafuta
Lists			description
Organisations			
Departments			
Unit of measurement			
Disaggregation variables	General save	Save	Hifadhi
Indicator / priorities			description
Indicator / collection			description

For *Menu Items*, clicking on the *Edit* button in the selected menu allows you to edit the items in the language of choice, as shown below. Clicking on the *Save* button will save the changes.

ADAPT				Sign OL Site Administration Users Help Englis
A Policies Logframes	Indicators Da	ta Sources Data Plans Reports		
About		Menu Item		
Current version	- Add	menu item		
Update history				
Settings	Mair	Menu 🔻 Search		
Customise				Save Cancel
Translations	Menu Type	English	Swahili	
Language	Main	Policies	Policies	
Labels	Menu Main			
Menu Items	Menu	Logframes	Logframes	
Geography	Main Menu	Data Sources	Data Sources	
Area levels	Main Menu	Indicators	Indicators	
Lists	Main			
Organisations	Menu	Data Plans	NSDS	
Departments	Main Menu	Reports	Reports	
Unit of measurement				
Disaggregation variables				
Indicator / priorities				
Indicator / collection				
Library				

Once the labels and menu items have been translated, the translated content must be input in your language of choice. This enables translation of ADAPT's interface and content.

	Figu	re 20: Translating th	e ADAPT content	
Politiques Cadres logiques	Indicateurs Sources de	données Plans statistiques Rapport	s	
Filtrer par: Secteur	😑 Créer un nouve			Annuler Sauvegarder
 Services publics généraux Ordre public et sécurité Affaires économiques Protection environnementale 	Description Niveaux	Valeurs Chart		Complétude - 0%
Logement et équipements communautain	Identification			
 Santé Loisirs, culture et religion 	Politiques liées	Nom du Cadre Logique	1	
 Education Protection sociale 	Organisations	Nom court		
Image: Non catégorisés	URL & Fichiers	Couverture géographique		
		Couverture sectorielle	Select -	
		Plus grande fréquence de suivi	Chaque: Choose * Opt	ions 🔹
		Date de début		Options

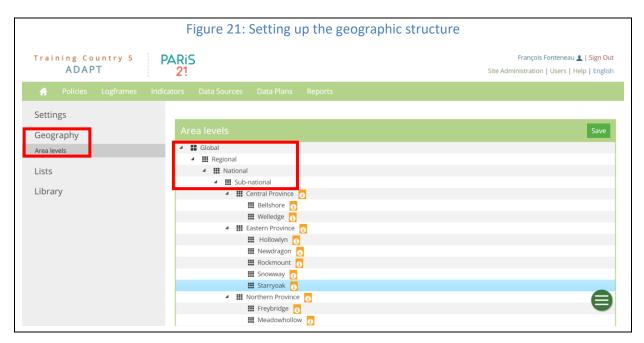
3.2.3. Setting up the geography or area

To add a geographic structure in ADAPT, under the *Geography* option in *Site Administration*, click on *Area levels*. Note the levels (or nodes) that are already available in the tree: *Global, Regional, National* and *Sub-national*. Of these, only the *Sub-national* node can be edited. New nodes representing subnational-level entities below this grouping can be added by right-clicking on the *Sub-national* node

and selecting *Create*. Nodes at lower levels can be added in a similar way. Clicking on the *Save* button saves all changes.

Note! In an ADAPT instance, the <u>exact names</u> of the geographic entities should be entered in the tree. For example, instead of writing "Province" or "State" for a subnational entity, write the <u>name</u> of the province or state.

The depth of the hierarchy should depend on the lowest geographic level for which data are (or will be) available. For example, if data is (or is expected to be) available at a country's third geographic level (in a descending hierarchy, from country to state and to district), then the names of entities up to that level (the third level, districts) should be entered in ADAPT.



3.2.4 Setting up lists

3.2.4.1 Adding organisations

To add organisations in the ADAPT instance, under the *Lists* section in *Site Administration*, click on *Organisations*. The resulting page displays a list, above which the option to *Add Organisation* is available. Note that the list of organisations can be downloaded directly in Excel or CSV formats.

Geography Show I entries Disagregation variables Indicator priorities Indicator priorities Indicator collection 658 Ministry of Finance and Planning MoFP Governmental Organization i <t< th=""><th>Training Country 5 ADAPT</th><th>PARIS 21</th><th></th><th></th><th>Franço Site Administrati</th><th></th><th>L Sign Out</th></t<>	Training Country 5 ADAPT	PARIS 21			Franço Site Administrati		L Sign Out
Geography Show I entries Disagregation variables Indicator priorities Indicator priorities Indicator collection 658 Ministry of Finance and Planning MoFP Governmental Organization i <t< th=""><th>n Policies Logframes</th><th>Indicators D</th><th>ata Sources Data Plans Reports</th><th></th><th></th><th></th><th></th></t<>	n Policies Logframes	Indicators D	ata Sources Data Plans Reports				
Organizations Showing 1 to 7 of 7 entries Unit of measurement Disaggregation variables Indicator priorities Mame Abbreviation Type Usage Edit Indicator priorities Indicator collection 658 Ministry of Finance and Planning MoFP Governmental Organization I I I Library 661 National Statistics Office of Demoland NSOD Governmental Organization I I I	Settings	+ Add C	Organisation				
Show 0 entries Search Organizations Departments Unit of measurement Disaggregation variables Indicator priorities Indicator priorities Indicator collection 658 Abinal Statistics Office of Demoland Mathematications NSOD Governmental Organization i Ibbrary 661	Geography						W Event
Organizations Showing 1 to 7 of 7 entries Unit of measurement Disaggregation variables Indicator priorities Mame Abbreviation Type Usage Edit Indicator priorities Indicator collection Indicator solution MoFP Governmental Organization I <td>Lists</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Excer</td>	Lists						Excer
Unit of measurement Id Name Abbreviation Type Usage Edit Indicator priorities Indicator priorities 658 Ministry of Finance and Planning MoFP Governmental Organization i I Library 661 National Statistics Office of Demoland NSOD Governmental Organization i I	Organizations	Show	10 • entries		Search	n:	
Id Name Abbreviation Type Usage Edit Indicator priorities 658 Ministry of Finance and Planning MoFP Governmental Organization i C Indicator collection 661 National Statistics Office of Demoland NSOD Governmental Organization i C Eibrary 686 Planning Commission I Governmental Organization i C		Showing 1 to 7 of 7 entries					
Indicator collection 661 National Statistics Office of Demoland NSOD Governmental Organization i i 686 Planning Commission I I I I		Showing	; 1 to 7 of 7 entries				
Library 661 National Statistics Office of Demoland NSOD Governmental Organization i <td>Unit of measurement</td> <td></td> <td></td> <td>Abbreviation</td> <td>Туре</td> <td>Usage</td> <td>Edit</td>	Unit of measurement			Abbreviation	Туре	Usage	Edit
686 Planning Commission Governmental Organization	Unit of measurement Disaggregation variables Indicator priorities	Id 着	Name			_	Edit
	Unit of measurement Disaggregation variables Indicator priorities Indicator collection	ld *	Name Ministry of Finance and Planning	MoFP	Governmental Organization	i	
687 Ministry of Health MoH Governmental Organization i	Unit of measurement Disaggregation variables Indicator priorities Indicator collection	ld * 658 661	Name Ministry of Finance and Planning National Statistics Office of Demoland	MoFP	Governmental Organization Governmental Organization	i	Ø

Upon clicking on *Add Organisation*, the form to add an organisation appears. It contains the following fields:

- 1. Organisation Name
- 2. Organisation Abbreviation
- 3. Organisation website URL: Exists or not? Yes or No (if Yes, the option to add the URL appears)
- 4. Govt. Statistical Office? Yes or No
- 5. Geographic coverage
- 6. Organisation Type

Fill in all fields and save the information by clicking on Save. This would result in a Completeness score (top right-hand corner of the form) of 100%.

PARIS21 maintains an ADAPT central repository that also contains prestored information on certain global organisations (the World Bank, the World Health Organization, etc.), to facilitate direct use for your specific instance. However, to view these organisations in the list, you must first access the *Library* section of *Site Administration* (see Section 3.2.4). Once you have selected the organisation in the library, you may view it in the list of organisations in your specific instance.

Note on geographic coverage: For an organisation, the geographic area over which its authority extends flows from the highest through the lowest level. Therefore, when a "parent" node is selected in the form above, all "child" nodes under that parent node should also be selected. For example, if an organisation applies to a country in terms of geographic coverage, it also applies to the provinces within the country. (*See Box 6 – Entering geographic coverage*)

Figure 23: Adding an organisation					
Sandbox #286 ADAPT 21		Jacques Martin [Administrator] Se déconnecter Administrateur Utilisateurs Help Français			
A Politiques Cadres logiques	Indicateurs Sources de données Plans statistiques Rapports				
À propos Version actuelle	+ Ajouter une organisation				
Histoire de mise à jour	Créer une nouvelle organisation	Annuler Sauvegarder			
Paramètres Page du pays	Description	Complétude - 0%			
Traductions	Nom de l'organisation				
Onglets Eléments du menu	Nom, abbréviation				
Régions	Site web de l'organisation: URL Oui Non				
Liste Gestion des listes	Institut National de la Statistique? Oui Non				
Organisations Départements	Couverture géographique				
Unité de mesure	Type d'Organisation Options	٣			
Indicator priorities					

3.2.4.2 Adding departments

ADAPT facilitates coordination not only among different planning agencies or organisations, but also within different departments of the same agency or organisation. To add departments within the organisations previously entered, under the *Lists* section of *Site Administration*, click on *Departments*. The resulting page displays a list, above which the option to *Add* departments is available. Note that the list of departments can be downloaded directly in Excel or CSV formats.

	Figure 24: Set	tting up <i>Departments</i> ir	n ADAPT	
Demoland PARIS 21				stem Administrator] 🚨 Sign Out nistration Users Help English
Policies Logframes Indica Settings Customise About Current version Update history	tors Data Sources Data Plan	is Reports		CSV Excel
 Translations Language 	Name *	Description Budget management	Organisation Ministry of Health	Edit Delete
Labels Geography Area levels	Show 10 v entries			☑ ×
Lists Organisations Departments Unit of measurement Disaggregation variables				⊜

Adding a department leads to a form with the following self-explanatory fields: Organisation (selection from predefined list); Name; and Description. Fill in all fields and save the information by clicking on *Save*.

Figure 25: Adding a Department					
Demoland PARIS 21		Archita Misra (System Administrator) 1 Sign Out Site Administration Users Help English			
👫 Policies Logframes Indie					
Settings Customise	Organisation	•			
About Current version	Name				
Update history Translations	Description				
Language Labels					
Geography Area levels	Save Cancel				
Lists					
Organisations Departments					
Unit of measurement					
Disaggregation variables					

3.2.4.3 Adding units of measurement

To add units of measurement, under the *Lists* section of *Site Administration*, click on *Units of measurement*. The resulting page displays a list, above which the options to *Add* or *Translate* are available. Note that the list of measurement units can be downloaded directly in Excel or CSV formats.

	Figure 26: Units of measuremen	ts in ADAPT	
Demoland PARIS 21			ystem Administrator] 👤 Sign Out
🐈 Policies Logframes Indicat	ors Data Sources Data Plans Reports		
Settings	+ Add 🕼 Translate		
Customise			CSV Excel
Current version	Show 10 • entries		Search:
Update history	Showing 1 to 10 of 33 entries	First Previous	Page 1 of 4 Next Last
Translations	Name	Description	Edit Delete
Language Labels	Classification		
	Constant USD (Millions)		
Geography Area levels	Constant USD (Units)		
	Cubic Kilometers (Units)		
Lists Organisations	Cubic Metres (Units)	M3	
Departments	Feet (Units)		
Unit of measurement	Gigawatts Per Hour (Units)	GWh	e
Disaggregation variables	(1-20-0)-(0)-(0)		

Upon clicking on *Add*, the form to add a unit of measurement appears and include the following fields: Name and Description. Fill in all fields and save the information by clicking on *Save*. Note that you may *Edit* and *Delete* only those units of measurement that have been added in the country-specific ADAPT instance. The rest are standardised and maintained by PARIS21.

Figure 27: Adding units of measurement				
Demoland PARiS 21		Archita Misra [System Administrator] 💄 Sign Out Site Administration Users Help English		
A Policies Logframes Indicators [Data Sources Data Plans Reports			
Settings Customise	ame			
About Des Current version Update history	escription			
Translations Language Labels	Save Cancel	<u>Å</u>		
Geography Area levels				
Lists Organisations				
Departments Unit of measurement				

Upon clicking on *Translate*, the following window appears (Figure 28). You may click on the *Edit* option at the top right-hand corner to modify or translate the names of the items previously entered in the list of measurement units. Clicking on *Save* stores all changes made.

As noted above, PARIS21 maintains an ADAPT central repository that also contains prestored information on many standardised units of measurement, to facilitate direct use for your specific instance. These are marked in the list with a coloured background and cannot be edited by users.

Figure 28: Editing units of measurement				
Demoland PARIS 21			Archita Misra [System Administrator] 💄 Sign Out Site Administration Users Help English	
A Policies Logframes Indicators	Data Sou	rces Data Plans Reports		
Settings Customise	+ Add			
About Current version Update history	Search		Edit	
Translations	Template	English		
Language	unit- measurement	Hectares (Units)		
Labels	unit- measurement	Tons (Units)		
Geography	unit- measurement	Percent (Units)		
Area levels	unit- measurement	Kilowatts per Hour (Units)		
Organisations	unit- measurement	USD (Millions)		
Departments Unit of measurement	unit- measurement	Number (Units)	A	
Disaggregation variables	unit- measurement	Metric Tons (Units)	–	

3.2.4.4 Adding disaggregation variables

To add disaggregation variables, under the *Lists* section of *Site Administration*, click on *Disaggregation variables*. The resulting page displays a list, above which the options to *Add* or *Translate* are available. Note that the list of disaggregation variables can be downloaded directly in Excel or CSV formats.

	Figure 29: Disaggregation variables in ADAP	Т
Demoland PARis 21		Archita Misra [System Administrator] 🤱 Sign Out Site Administration Users Help English
 Policies Logframes Inc Settings Customise 	dicators Data Sources Data Plans Reports + Add & Translate	
About Current version Update history	Show 10 • entries	CSV Excel
Translations	Name	First Previous Page 1 of 11 Next Last Description Edit Delete
Labels Geography Area levels	Access point Age Agreement	
Lists Organisations	Area of law Area of statistics Body of water	
Departments Unit of massurement Disaggregation variables	Cause	0

Clicking on *Add* leads to the form to add a disaggregation variable, which contains the following selfexplanatory fields: Name and Description. Fill in all fields and save the information by clicking on *Save*. You may *Edit* and *Delete* only those disaggregation variables that have been added in the countryspecific ADAPT instance. The rest are standardised and maintained by PARIS21.

	Figure 30: Adding a d	isaggregation variable
Demoland PARIS 21		Archita Misra [System Administrator] 💄 Sign Out Site Administration Users Help English
A Policies Logframes Indic	ators Data Sources Data Plans Reports	
Settings Customise	Name	
About Current version Update history Translations	Description	
Language	Save Cancel	
Geography Area levels		
Lists		
Organisations		
Departments		8
Unit of measurement Disaggregation variables		J

As before, clicking on *Translate* leads to the following window. You can click on the *Edit* option at the top right-hand corner and modify or translate the items previously entered in the list of disaggregation variables. Clicking on *Save* stores all changes made.

	Figure 31: Editing a disaggregation variable	
Demoland PARIS 21		Archita Misra [System Administrator] 👤 Sign Out Site Administration Users Help English
A Policies Logframes Indicators		
Customise	+ Add	
About Current version Update history	Search	Edit
Translations	Template English	
	indicator- Age variable	
	indicator- variable	
	indicator- Location (Urban/Rural) variable	
Area levels	indicator- Socioeconomic Status variable	
	indicator- Employment status variable	
	indicator- variable	
Disaggregation variables	indicator- variable	

As noted above, PARIS21 maintains an ADAPT central repository that also contains prestored information on many standardised disaggregation variables (age, sex, location, etc.), to facilitate direct use for your specific instance. These are marked in the list with a coloured background and cannot be edited by users.

3.2.4.5 Defining and adding indicator priorities

The various indicators required in policies (or logframes) may have differing degrees of importance or priority. Up to three levels of priorities are already provided in ADAPT. To add descriptions to these priorities or to add more priorities, under the *Lists* section of *Site Administration*, click on *Indicator / priorities*. The resulting page displays a list, above which options to *Add* or *Translate* are available. Note that these can be downloaded directly in Excel or CSV formats.

	Figure 32	2: Indicator priorities in	ADAPT	
Demoland PARis 21	icators Data Sources Data Plans	Reports	Archita Misra (System Admi Site Administration	inistrator] よ Sign Out Users Help English
Settings Customise About	+ Add C# Translate			CSV Excel
Current version Update history	Show 10 • entries		Search:	
Translations	Name	Description	Edit	Delete
Language Labels	Priority 1		ß	×
Geography	Priority 2		ß	×
Area levels	Priority 3		ß	×
Lists Organisations Departments Unit of measurement Disaggregation variables Indicator / priorities Indicator / collection	Show 10 • entries			9

To add more priorities, under the *Lists* section of *Site Administration*, click on *Add*. The resulting page displays the following self-explanatory fields: Name and Description. Fill in all fields and save the information by clicking on *Save*.

	Figu	re 33: Addin	g an indicator priority	/
Demoland PARIS 21				Archita Misra (System Administrator) 🛓 Sign Out Site Administration Users Help English
A Policies Logframes Indicato	ors Data Sources Data Pla	ans Reports		
Settings Customise	Name			
About Current version Update history	Description			
Translations	l.	ave Cancel		×
Geography Area levels				
Lists Organisations				
Departments Unit of measurement				
Disaggregation variables Indicator / priorities Indicator / collection				⊜

As before, clicking on *Translate* leads to the following window, where you may click on the *Edit* option in the top right-hand corner and modify or translate the items previously entered in the *Indicator / priorities* list. Clicking on *Save* stores all changes made.

	Figure 34: Editing lis	t items
Demoland PARIS 21		Archita Misra [System Administrator] 1 Sign Out Site Administration Users Help English
👘 Policies Logframes Indic		
Settings Customise	+ Add	
About Current version Update history	Search	Edit
Translations Language Labels	Template English Indicator- Priority 1 priority Indicator- Priority 2	
Geography Area levels	priority indicator- priority Priority 3	
Lists Organisations Departments		
Unit of measurement Disaggregation variables Indicator / priorities Indicator / collection		⊜

3.2.4.6 Defining and adding indicator collections

In the context of ADAPT, the term "collection" refers to a group of indicators with shared element(s), as uniquely predefined by an administrator under the *Site Administration* page. For instance, a collection may be defined as "Rural development" and group together indicators relating to health, security, agriculture and other sectors relevant to rural development. Collections are a way for ADAPT users to bring together indicators in a cross-cutting manner, beyond traditional groupings such as geographic levels or sectoral coverage.

Three collections are already provided in ADAPT. To add descriptions to these collections or to add more collections, under the *Lists* section of *Site Administration*, click on *Indicator / collection*. The resulting page displays a list above which the options to *Add* or *Translate* are available. Note that these can be downloaded directly in Excel or CSV formats.

	Figure 35: Indicate	or collections in ADAPT		
Demoland PARIS 21			Archita Misra [System Admini Site Administration U	
A Policies Logframes Indica	ators Data Sources Data Plans Reports			
Settings Customise	+ Add GP Translate			CSV Excel
About Current version Update history	Show 10 • entries		Search:	
Translations	Showing 1 to 3 of 3 entries			
Language	Name	Description	Edit	Delete
Labels	Collection 1		ß	×
Geography	Collection 2		ß	×
Area levels	Collection 3		ß	×
Lists Organisations Departments Unit of measurement	Show 10 v entries			
Unit of measurement Disaggregation variables Indicator / collection				

To add definitions of collections, under the *Lists* section of *Site Administration*, click on *Add*. The resulting page displays the following self-explanatory fields: Name and Description. Fill in all fields and save the information by clicking on *Save*.

	Figure 3	6: Adding an indicator collection	
Demoland PARIS 21			Archita Misra (System Administrator) 💄 Sign Out Site Administration Users Help English
A Policies Logframes Indica	ators Data Sources Data Plans	Reports	
Settings Customise	Name		
About Current version Update history	Description		
Translations Language Labels	Save	Cancel	
Geography Area levels			
Lists Organisations Departments Unit of measurement			
Disaggregation variables Indicator / priorities Indicator / collection			⊜

As before, clicking on *Translate* leads to a familiar window, where you may click on the *Edit* option in the top right-hand corner and modify or translate the items previously entered in the list of *Indicator* / *collections*. Clicking on *Save* stores all changes made.

3.2.5 Setting up library items

PARIS21 provides ADAPT users with a standardised list of items in the *Library* section of *Site Administration*, for reuse and for users' convenience. These items are stored in the ADAPT central repository and include policies, logframes (including indicators), data plans and organisations. They may be replicated or cloned in individual instances of ADAPT for domestication.

To clone the centrally maintained items in individual ADAPT instances, under the *Library* section of *Site Administration*, click on the target item, for example *Logframes*. The resulting page displays a list with the option (which appears when clicking on the "+" sign next to the desired logframe) to select a global or regional logframe, such as "SDG Global Indicators", and create its multiple clones.

For each item to be cloned (for example, the SDG Global Indicators logframe), you may enter an identifier text under the label *Clone name*, next to its predefined *Short name*, to distinctively establish the cloned items.

Clicking on the *Save* button saves all changes.

👫 Policies Logframes Indica			Archita Misra (System Administra Site Administration User	
About				_
Current version	■ Logframes			Sa
Update history	Global Regional			
Settings		_		
Customise	Sustainable Development Goals Global Indicators			
Translations		Short name	Clone name	
Language		SDG Global Indicators	Sustainable Development Goals Global Indicators	Delete
abels	The United Nations Minimum Set of Gender Indica	ators +		
Venu Items				
Geography				
irea levels				
ists				
Irganisations				
lepartments				
Init of measurement				
isaggregation variables				
idicator / priorities				
ndicator / collection				
ibrary				
olicies				
ogframes				
Data Plans				6
Organisations				
				Sa
Logframes				
lobal Regional	lindicator			
lobal Regional	Lindicators +			
E Logframes Slobal Regional Sustainable Development Goals Globa	I Indicators + Short na	ime	Clone name	
Slobal Regional	Short na			
Slobal Regional	Short na	ame obal Indicators	Clone name Sustainable Development Goals Global Indicators	Delete
Iobal Regional	Short na SDG Glol			Delete

Only certain details of items cloned from the ADAPT central repository can be edited by the administrator of a specific ADAPT instance. The following information can be modified by users:

Menu item	Horizontal tab	Vertical tab	Fields	
Policies	-	-	-	
Logframes	-	-	-	
Indicators	Description	Identification	Priority	
			Collection	
		Disaggregation Frequency	& -	
		Organisations	Choose orga	nisation

Table 1: Importing from the ADAPT central repository: what is modifiable?

			Choose role
		Data Sources	Choose data source category
	Mapping	Reflection between demands?	Yes/No Choose Type
			Choose Indicator
	Applicability	-	All
	Availability	Identification	All
		Disaggregation & Frequency	All
		Organisations	All
		Data Sources	All
	Compliance	Not applicable	
Data Sources	Not applicable		
Data Plans	Description	Organisations	Choose organisation
			Choose role
Data Plans	All	All	All

From here, organisations from the ADAPT central repository can be selected for use in individual instances of ADAPT. The selected organisations then appear under *Lists -> Organisations*, as mentioned in Section 3.2.3.1 of this manual.

Figure 38: Importing organisations from the ADAPT central repository

Organisations Global Regional	
DESA - Department of Economic and Social Affairs of the Ur	te
FAO - Food and Agriculture Organization	
INE - Instituto Nacional de Estadística	
ICAO - International Civil Aviation Organization	
IEA - International Energy Agency	
ILO - International Labor Organization	
IMF - International Monetary Fund	
IOM - International Organization for Migration	
ITU - International Telecommunication Union	

Box 3 – Worth	n noting!	Bulk uploads in ADAP	т	
		on page, you may notic detail in <u>Section 5.4</u> of	ce an option labelled <i>Bulk Upload</i> (as show f this manual.	n below). This
	Staging Server ADAPT	€	Rajiv Ranjan (System Administrator) 🛓 Sign Out Site Administration Users Help English	
	🚹 Policies Logfr	rames Indicators Data Sources Data Plans Reports		
	About			
	Current version	Version: V1.1.0		
	Update history	Build version: V1.1.0 - 70		
	Settings	Last update: 2018-09-28 15:42:56 Release date:		
	Customise	Release note:		
	Translations			
	Language			
	Labels			
	Geography			
	Area levels			
	Lists			
	Organisations			
	Departments			
	Unit of measurement			
	Disaggregation variables Indicator / priorities			
	Indicator / collection			
	Library			
	Policies			
	Logframes			
	Data plans			
	Organisations			
	Bulk upload			
	Indicators			

3.2.6 Changing the appearance of the ADAPT instance

You can add to or change the descriptive text that appears on the landing page, and add a logo for the ADAPT instance. This can be done by inserting the desired text in the Description field and uploading a logo or flag onto the Logo field, respectively. These functions are found in the *Customise* section of the *Settings* option in the *Site Administration* page.

Figure 39: Chang	ing the appearance of the ADAPT instance
Training Country 5 PARIS ADAPT 21	François Fonteneau 🤱 Sign Out Site Administration Users Help English
A Policies Logframes Indicators Data Sources Data Plans	Reports
Settings Customize Training Country 5	
Geography Default language	English
Library Description	Resource Re D & Re B × C G G G + + Q + 3 F V G C O C C C C C C C C C C C C C C C C C
Logo (jpg/png. 300kb max)	body p Choose File No file chosen

3.3 Users, roles and permissions

3.3.1 User roles

This section describes the content of the *Users* section of ADAPT. In ADAPT, users are assigned predefined roles. Roles are a set of permissions that are grouped together. Thus, ADAPT users inherit their individual permissions to perform certain actions on the ADAPT site from the roles to which they are assigned. The list of users may also be downloaded directly in CSV or Excel formats.

By default, ADAPT provides four predefined roles for all authenticated users (that is, users who are signed in):

- 1. Administrator
- 2. Editor (forthcoming)
- 3. Contributor
- 4. Subscriber

Administrator

In a specific instance of ADAPT, Administrators are able to perform every task available through *Site Administration* and *Users*, including changing other users' roles. Administrators also have complete control over all content. Although there may be multiple Administrators on a single ADAPT instance, this role should be reserved only to those who truly require full access.

Editor

Editors can access all content in an ADAPT instance to view, edit or delete. Editors are also able to create new content. However, Editors do not have access to tasks that are available through *Site Administration* and *Users*. They can only modify their own account information.

Contributor

Contributors can create, edit or delete their own content. They cannot edit or delete content created by another user, although they are able to view content created by other users. Like Editors, Contributors cannot access tasks available through *Site Administration* and *Users*. They can only modify their own account information (Name, Email and Password).

Subscriber

Subscribers can view all content, but do not have any other permissions. Subscribers are able to modify their own account information (Name, Email and Password). In ADAPT, all new users are assigned the Subscriber role by default.

			Figure	40: Setting up	ousers			
Training Country 5 ADAPT	PARIS						Site Administr	ation Users Help English
📫 Policies Logframes I	ndicators Dat	a Sources Data Plans F	Reports					••
User Management	+ Add Use	BF						
User List								CSV Excel
	Show 10) v entries					Sea	rch:
	Showing 1	to 4 of 4 entries						
	Id	* Country	Name	Email	Group	Permissions	Edit	Delete
	336	Training Country 5		Contraction of the local division of the loc	National Administrator	94	œ	×
	386	Training Country 5			National Administrator	94	8	×
	388	Training Country 5		-	Viewer	91	ß	×
	393	Training Country 5			National Administrator	14	œ	×
	Show 10	entries						

3.3.2 Managing user accounts or profiles

This section explains how to reset and change your password and how to edit user profiles.

Resetting your password

If you are the account owner and you have forgotten your sign-in password, you can reset it by performing the following steps:

- 1. Load the URL of the ADAPT instance into a web browser.
- 2. Click *Forgot your password* in the sign-in window.
- 3. In the resulting page, enter the email ID used to create your ADAPT account and click on the *Send Password Reset Link Back* button.
- 4. You will receive an email with a link to reset your password.
- 5. Open the email and click the link.
- 6. Enter a new password in the resulting interface and then confirm it.
- 7. Click on *Reset password*.
- 8. Go back to your ADAPT login page and log in with your new password.

	Figure 41: Rese	tting your pas	sword	
ADAPT V1.1				English *
	Trainir	ng Country 5		
	Advanced Data Planning Tool System of Taining Courty 3 to better plan for development data. It helps monitor and pionities data demands, and safet the data production to been needs. It controllers the development dat development data. It helps monitor and pionities development databelies in the promotion of policy reproduce data systems. It is pionskip maintained by the KSG of finance (courty 3, other agencies can contribute and use t.	PARIS 21 Email Your e Password Password Remember me Forgot your password?	mail	

Changing your password

If you know your password and can use it to sign in to your account, you can change your password by performing the following steps (it is understood that you are already signed in):

- 1. Click your name on the top right-hand corner of the screen.
- 2. In the resulting profile form, below *Leave blank if you don't want to change the password*, enter your current password, and then type a new password.
- 3. Click on the *Save* button.

Editing your user profile

To edit or add additional information (such as organisation or department) in your user profile, perform the following steps (it is understood that you are already signed in):

- 1. Click on your name on the top right-hand corner of the screen.
- 2. In the resulting profile form, to add the organisation and the department, you may select the corresponding organisation and department from the respective drop-down lists. You may recall that these were entered previously under *Configuration Settings*.
- 3. Click on the *Save* button.

	Figure 42: Changing your password or editing your user profile						
Training Country 5 PA ADAPT	RiS 21			ا 😅 کار مختلف کار میں کار میں کار میں کار میں کار کار میں کار میں کار کار میں کار	ut sh		
👘 Policies Logframes Indicato	ors Data Sources	Data Plans Reports					
	Group		National Administrator				
	Organization			Ŧ			
	Name		-				
	Email						
	Leave blank if you do	n't want to change the password					
	Old password						
	New Password						
		Save Cancel					

Adding a new user

To add a new user in an ADAPT instance, click on *Users* on the top right-hand corner of the screen. In the resulting page, click +Add User button. Enter the new user account details (group, organisation, department, name, email and password) in the relevant fields. Then, click on the *Save* button to store the information entered.

	Fig	ure 43: Adding a new user
ADAPT	ARIS 21 tors Data Sources Data Plans Reports	Arthita Misra Sign Out Site Administration Users Help English
User Management User List	Group	•
	Organization	· · ·
	Department	•
	Name	
	Email	
	Password	
	Save Cancel	

Editing another user's profile

To edit or update a user profile in an ADAPT instance, click on *Users* on the top right-hand corner of the screen. In the resulting page, click on the *Edit* button next to the target user. Enter or edit the user profile details (organisation, department and roles) in the relevant fields. Then, click on the *Save* button.

Removing a user

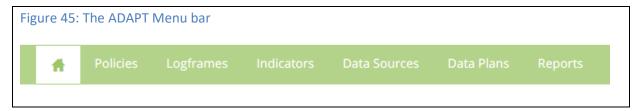
To delete a user profile in an ADAPT instance, click on *Users* on the top right-hand corner of the screen. In the resulting page, click on the *Delete* button next to the target user. Then, confirm the action in the dialogue box that appears.

			100110	44: Removing				
ADAPT	PARIS						Site Administr	Archita Misra Sign ation Users Help Eng
Policies Logframes	Indicators Dat	a Sources Data Plans	Reports					
ser Management	+ Add Use	ar -						
er List								CSV Exc
	Show 10	• • entries					Sea	
	Showing 1	* Country	Name	Email	Group	Permissions	Edit	Delete
	336	Training Country 5		desthile asian Destring	National Administrator	8	(K	×
	386	Training Country 5			National Administrator	9	œ	×
	388	Training Country 5			Viewer	R	ß	×
	393	Training Country 5	Carl Service and		National Administrator	14	ß	
						т	6	*
	Show 10	• entries						

4. ADAPT Menus

4.1 Overview of the ADAPT Menu items

The most important aspect of using and navigating ADAPT is understanding the green Menu bar and the six items contained within it, which are displayed below. Each menu item (except the last) serves as a storehouse for distinct information and data to be entered by the user. The *Reports* section displays ADAPT-generated reports based on the data fed into the previous menu items. Before delving into a detailed description of each section, see Table 2 for a brief overview of the ADAPT Menu items.



	Menu item	What to expect: a bird's-eye view
	Policies	Under the first menu item, users may enter basic details such as the name, geographic and sectoral coverage of a given development policy (such as the National Development Plan, or NDP), as well as information on institutional roles, linked logframes, mapping with other policies, etc. This forms the basis of the demand side of development planning in a country or region.
Demand	Logframes	Under this menu item, users can enter the details of a logframe – the M&E framework linked to a policy (described in the previous section), the various Organisations, etc. More importantly, this is where information on the various levels of the results chain framework are described for a logframe and can be viewed in a tabular form.
	Indicators	<i>Indicators</i> is the most data-intensive menu item in ADAPT. Indeed, it consists of both demand- and supply-side information on a given indicator; that is, the description of the indicator as outlined in a development policy (demand) and availability information from existing data sources that provide data for that particular indicator (supply). This is also the section where the level of compliance between the demand and supply sides of planning can be observed.
Supply	Data Sources	Under <i>Data Sources</i> , information on the implemented or planned data sources (for surveys, national accounts, other administrative data, etc.) can be stored, including basic details such as name, reference period, sectoral and geographic coverage, Organisations and availability of Data Documentation Initiative (DDI) files. The information on data sources fed here is also displayed in <i>Indicators</i> , under the relevant field.
L	Data Plans	As a corollary to <i>Policies</i> , this menu item is meant to contain information on data plans (such as an NSDS or a ministry's programme of work), along with

Table 2: A bird's-eye view of the ADAPT Menu items

	details on linked policies, organisational roles and the M&E framework, if applicable (as occurs for <i>Logframes</i> on the demand side). It also displays the mapping between different data plans at the activity level.
Reports	The final section, <i>Reports</i> , is where ADAPT does its share of the work based on all the information that the user has entered into the system under the first five menu items. ADAPT generates a set of Key Reports and a number of Advanced Reports based on the parameters or criteria selected by the user.

4.2. A closer look

4.2.1 Policies

Policies – whether global, national or sectoral development plans – usually determine the nature and scope of the demand for data. Therefore, in addition to being useful for the statistical planning process of an NSS, ADAPT can also serve as a helpful tool in the policy planning phase of the development process.

Figure 45 illustrates the first screen that appears when the *Policies* menu is clicked on, indicating that three policies have been entered into the system. The left side of the screen displays the options to *Search* for a policy by title or *Filter* according to different criteria: sector, date, logframe and geographic coverage. Clicking on the arrowheads (to the left of the fields of each criterion) extends the tree, as shown in the expanded grey portion immediately below. Note that the list of policies is downloadable directly in CSV or Excel formats.

	Figure 46: The Policies	menu – a first glan	се		
A Policies Logframes Inc	licators Data Sources Data Plans Reports				
Search policies by title					
Filter by: Sector 🔻	+ Add Policy			_	
Economic affairs				CS	SV Excel
Health Education	Show 10 v entries			Search:	_
	Showing 1 to 3 of 3 entries				
	Name	Geographic coverage	Logframe availability	Applicability	Edit
	Demoland Health Sector Strategic Plan	National	Demoland Health Sector Strategic Plan_logframe	Yes	Ø
	Eastern Province of Demoland - Education Sector Strategic Plan	Sub-national	Eastern Province of Demoland - Education Sector Strategic Plan_logframe	Yes	đ
	National Socio-Economic Development Plan	National	National Socio Economic Development Plan_logframe	Yes	đ
	Show 10 • entries				E

Search p	policies by title	2
Filter l	by:	Sector 🔻
4 🖿	Economic at	ffairs
	Nationa	l Socio-Economic Development Plan
4	Health	
	Nationa	l Socio-Economic Development Plan
	Demola	nd Health Sector Strategic Plan
4	Education	
	Eastern	Province of Demoland - Education Sector Strategic Plan

To add a new policy in ADAPT, simply click on the +Add Policy option. The following screen appears (Figure 47). The red arrows depict the sequence in which the information must be entered: first, the vertical fields for each tab in the horizontal row should be filled out (arrow 1); then, in the next fields should be compiled, horizontally (arrow 2).

	Figure 47	: What to enter i	n the Policies menu	
A Policies Logframes Indicato	ors Data Sources Data P	lans Reports		Version: V1.1-1 Last update: 2018-06-28 05:20:34
Search policies by title Filter by: Sector	■ Create New Polic	у		Save Cancel
 Economic affairs Health Education 	Description Mapping	Applicability		Completeness - 0%
	Identification Linked Logframes	Policy Name		
	Institutions Files & URL	Short Name/Alias		
		Geographic coverage		
	1	Sector coverage (Reference: COFOG)	Select +	
		Date of first introduction		Options
		Date of last update	N/A	Options •

Box 4 – In Practice! Entering information vertically (1) and then horizontally (2)

Note that the input screen in Figure 46 above depicts a series of tabbed entries. These tabs are horizontal and vertical. This general pattern of tabbed entries is repeated for every menu item. In general, we recommend that you first input information in the vertical entries and then move across with horizontal entry, because vertical tabs are nested within horizontal ones.

Now, simply fill out the required information corresponding to each field, most of which is described in Table 3 below.

Table 3: What to enter in *Policies*

Horizont al tab	Vertical Tab	Field	Description, if required
Descripti on	Identificati on	Policy name	The formal name of the policy document – for example, "National Socio-Economic Development Plan"
		Short name/alias	Using the above example, "NSEDP" (the acronym for National Socio-Economic Development Plan)
		Geographic coverage	The geographic area (state, country, region, etc.) covered by the given policy.
			Generally, national policies are applicable at the state level; however, state-level policies may not be applicable at the country level. Thus, ensure that the appropriate boxes are checked. <i>(See Box 6 – Entering</i> <i>geographic coverage)</i>
		Is this the National Development Plan (NDP)?	Yes or No
		Sector coverage	The sector(s) for which the given policy is applicable.
		Date of first introduction	
		Date of last update	

Linked		This indicates whether a policy has an attached M&E
Logframes	Yes/No	framework or results chain. It is a cross-cutting field that also appears in <i>Logframes</i> to double-check the consistency of entries.
	If Yes, + OR Add Later	You can either go to the next menu item to quickly enter the basic logframe details (if they have not been entered already), so that the drop-down list has the corresponding logframe name, or simply click on Add <i>later</i> and enter the details after the <i>Policy</i> section has been completed.
		As this is a cross-cutting field, and the linking occurs by means of a drop-down menu based on logframe names that have already been entered, an <i>Add later</i> option is provided, to allow them to return to this field when the relevant <i>Logframe</i> section has been compiled.
		<i>Full</i> and <i>Partial</i> coverage of the link between <i>Policy</i> and <i>Logframe</i> indicate the extent of linkage between the two.
Organisatio ns	Choose organisation	This indicates the key institutions involved in the policy process by role. Recall that these institutions were defined when entering organisations in <i>Configuration Settings</i> under <i>Site Administration</i> . Here, they are simply input using a drop-down list.
	Choose role	Three choices are provided:
		 Designing Implementing Monitoring & Evaluation
		See the <u>Glossary of Terms (Annex 5.1)</u> for detailed definitions of these terms.
Files & URL	Choose files	Maximum file size allowed: 5 MB. Allowed extensions: .pdf, .doc, .docx, .xls and .xlsx.
	Link URL	Insert the web link
Mapping (See Box 7 – Mapping in ADAPT)	Policy to be mapped onto	Indicates overlapping sectors between any given policy plans. For example, a sectoral plan and a national plan may apply to the same sector, which could be mapped.
	Base policy	The policy that is currently being entered (highlighted in blue)

	Mapped policy	The policy to be mapped onto the currently selected policy. This is a cross-cutting field as the mapping goes from Policy A to Policy B and from Policy B to Policy A.
Applicability	Applicability in country (Yes/No)	Usually, Yes – a given policy (such as national or sectoral plans) is applicable to a country. However, a regional or global policy to be entered in ADAPT may not be applicable to that particular country.

Box 5 – Worth noting! The Completeness score

ADAPT provides users with a Completeness score (see top right-hand corner of the entry screen). This provides guidance on how much of the required information has been filled in and on the remaining fields to be completed to achieve a higher score.

You will find the Completeness score tab in every menu item of ADAPT. Upon clicking on the tab, you may find a detailed Progress Report, which shows exactly which fields are empty or complete, leading to the current score. It is not necessary to fill every field to achieve a completeness score of 100%.

A Progress Report with a Completeness score of 100% is shown below for reference:

		Edit
scription Mappir	ng Applicability	Completeness - 1
	Progress Report	
		100%
Description		
Description	Name: Complete Geographic coverage: Complete Sector: Complete Date of first introduction: Complete Date of last update: Complete	
.ogframes	Logframes: Complete	
	Institutions: Complete	
nstitutions		
nstitutions Applicability in co	ountry	

Box 6 – Worth noting! Entering geographic coverage

Geographic coverage refers to the area (country, region, province, etc.) that is covered by a policy, logframe, indicator, data source, data plan or organisation. It is a field that will pop up frequently when entering information in the menu items.

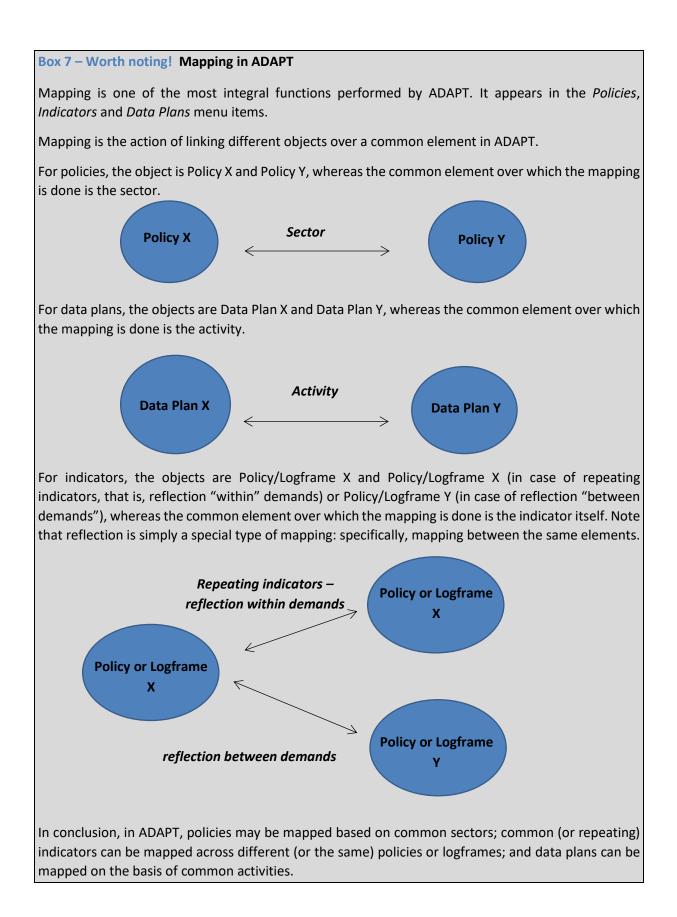
For ADAPT, the hierarchy of geographic coverage (or geographic levels) is normally understood as the following: Global -> Regional (for example, a group of countries such as an intercontinental subgrouping or an economic or political bloc) -> National -> Sub-National (Province/State -> District -> Village, etc.). It is crucial to note that if an item is applicable at a higher geographic level, it does not necessarily also apply at a lower one.

1. For organisations, policies, logframes and data plans:

Any item applicable at a higher geographic level is also applicable at a lower one. Therefore, ADAPT enables the automatic selection of all "child" nodes under a parent node, if a parent node has been selected for these.

2. For indicators and data sources:

Items applicable at a higher geographic level may or may not be applicable at a lower one. Therefore, ADAPT does not automatically select all "child" nodes under a parent node, if a parent node has been selected. These must be manually selected by users on a case-by-case basis.



4.2.2 Logframes

A logframe, which is an abbreviation for logical framework, is an integral aspect of a robust policy document. Effective development planning usually includes a mechanism for the M&E of the outcomes of policy interventions in the short and the long term, and this is captured by a results chain framework. <u>See Section 5 (Annex 5.2)</u> for a detailed explanation of the concept.

ADAPT's logframe section, which is based on the terminology proposed by the OECD Development Assistance Committee (DAC),⁵ plays a crucial role in enabling the standardisation of the underlying results chain framework of various policy documents, each of which may follow a different semantic structure. It helps to develop logframe structures that are coherent and compatible across sectors and administrative divisions.

Figure 48 below shows the first screen that appears upon clicking on the *Logframes* menu, indicating that four logframes have been entered into the system – similar to the first *Policies* screen depicted in Figure 1. As before, the left side of the screen displays the options for performing a *Search* of a logframe by title or to *Filter* according to different criteria: sector, date, policy and geographic coverage. Clicking on the arrowheads (to the left of each criterion's fields) extends the tree in the expanded grey portion, as before. Note that the list of logframes is downloadable directly in CSV or Excel format.

A Policies Logframes In	dicators Data Sources Data Plans Reports			
arch logframes lilter by: Sector •	+ Add Logframe		_	
General public services Public order and safety Conomic affairs Environmental protection Housing and comunity amenities Health	Show 10 rtries		CS Search:	V Exce
 Recreation, culture and religion 	Name	Geographic coverage	Indicator availability	Edit
Recreation, culture and religionEducation	Name *	Geographic coverage Global	Indicator availability	Edit
Recreation, culture and religion			-	Edit
Recreation, culture and religionEducation	SDG Global Indicators_Demoland	Global	No	
Recreation, culture and religionEducation	SDG Global Indicators_Demoland Demoland Health Sector Strategic Plan_logframe	Global National	No	C C

⁵ See Section 5 (Annex 5.2) for a detailed explanation of this concept.

To add a new logframe in ADAPT, simply click on the + Add Logframe button. A familiar screen pops up and the following set of horizontal and vertical tabs appears. The numbers next to the red arrows indicate the sequence in which you should fill in the information.

Horizontal tabs	2
	Description Levels Values Chart
L.	Description
1	Linked Policies
	Institutional
Vertical tabs	Arrangements
•	Files & URL

The following table summarises the information that is required or action that should be undertaken in each tab.

Horizontal	Vertical	Field	Description, if required
tab	tab		
Descriptio n	Descriptio n	Name of the logframe	Usually, there are no separate formal names for logframes if they are attached to a particular policy. In this case, they could be denoted as "National Socio-Economic Development Plan_logframe".
		Short name/alias	For example, NSEDP (for National Socio-Economic Development Plan).
		Geographic coverage	The geographic area (state, country, region, etc.) covered by the given logframe.
			In general, like policies, logframes that are applicable at a higher geographic level are also valid at lower levels. However, the converse may not be true. Thus, ensure that the boxes have been "checked" appropriately.
		Sector coverage	The sector(s) for which the given logframe is applicable.

	Highest frequency of monitoring Start date	General public services Defence Public order and safety Economic affairs Environmental protection Housing and community amenities Health Recreation, culture and relizion These sectors are based on COFOG, which is maintained by the UNSD. For further information on COFOG, see UNSD, 2000, <i>Classifications of Expenditure According to Purpose</i> , Statistical Papers Series M, No. 84, pp. 35-74 (https://unstats.un.org/unsd/publication/SeriesM/SeriesM_8 <u>4E.pdf</u>) How often the logframe is monitored; this value can be entered in terms of days, months or years.
Linked Policies	End date Existence of a target policy for the logframe? Yes/No If Yes, + OR Add Later	 This indicates whether a logframe is attached to a corresponding policy. Recall that this is a cross-cutting field that also appears in the <i>Policies</i> menu item. It is interesting to note that logframes can also exist independently of a policy document. <i>See Box 8 below.</i> You can either add directly from a list of policies that have already been entered or choose to click on <i>Add later</i>, after the <i>Policy</i> section has been completed. As this is a cross-cutting field, and the linking occurs by means of a drop-down menu based on policies that have already been entered, the <i>Add later</i> option is provided for users to return to this field when the relevant <i>Policies</i> section has been compiled.
		<i>Full</i> and <i>Partial</i> coverage of the link between <i>Policy</i> and <i>Logframe</i> indicate the extent of the linkage between the two.

	Organisati ons	Choose organisation	This indicates the organisations involved and their roles, which can be either owner of or contributor to the logframe. (Recall that these organisations were defined in <i>Configuration</i> <i>Settings</i> , under <i>Site Administration</i>) and are input simply using the drop-down list provided here.
		Choose role	Two choices are provided:
			OwnerContributor
	Files & URL	Choose files	Maximum file size allowed: 5 MB. Allowed extensions: .pdf, .doc, .docx, .xls, .xlsx.
		Link URL	Insert the web link.
Levels (see Box 9 – Navigatin g through the Logframes Menu, below)		Name (node)	This is the first step in digitalising the underlying results chain framework of the logframe. Note that this function appears when you click on "Add Level" in the Level tab. Levels denote the different levels or stages of the results articulated in a particular results chain framework of the logframe. "Node" is simply the name of that level. Typical examples of Nodes are outputs, pillars, impacts, outcomes, goals, strategies, etc.
		Results Chain (Select type)	Selection of the level type is important because this is where the terminology used in different policies and attached logframes are usually harmonised to ADAPT (or OECD DAC) results chain terminology. The terminology used may be the same (for example, the logframe details the "Outputs" of a policy intervention – a category that is available in ADAPT). However, often, it is different (for example, the logframe may detail the "Goals" of a policy intervention – a category that is not available in ADAPT). The highest level is usually a broad policy impact. A logframe could then present secondary levels (usually two) that have policy outcomes. These may be understood as having a shorter timeframe (see Annex 5.2 for a detailed explanation). All nodes previously entered must be categorised as one of the following ADAPT level types: Inputs – the financial, human and material resources used
			 used Activities – the actions taken or work performed to transform inputs into outputs

	Presence of Indicators?	 Output – the products, capital goods and services resulting in changes relevant to outcomes Outcomes – the policy's short- or medium-term effects Impacts – the long-term effects produced by the policy Ticking the box denotes the levels of the logframe at which indicators are present. Note that in an M&E framework, indicators can be present at more than one level.
	Values	This is related to the next horizontal tab in the Logframe menu item, <i>Values</i> . It displays the number of entries that each level contains. For example, if four outcomes are articulated in the logframe, then, next to the <i>Outcomes</i> node, the <i>Values</i> option will display the number 4.
	Edit	The green icon can be used to "nest" lower levels into higher ones. The red one can be used to delete the nesting.
Values	+Add Values	Values provide the interface to actually enter the specific goals, impacts, objectives (or other levels) articulated in the logframe. Note that when clicking on the <i>Values</i> tab, to the left, a number of new tabs emerge that are the same as the nodes provided in the previous tab. This is depicted in the figures presented in <i>Box 9 – Navigating the Logframes Menu</i> .
Tabular view		This enables visualisation of the logframe structure in a tabular form. <i>See Box 9 – Navigating the Logframes Menu.</i>

Box 8 – Did you know? Logframes without policies!

Logframes can exist independently of a policy document. An example is the Minimum Set of Gender Indicators prepared by the United Nations Statistical Commission (UNSC) as a "guide for national production and international compilation of gender statistics." It is a collection of 52 quantitative and 11 qualitative indicators, classified across three tiers.

Although the Agenda 2030 mentions gender equality as the fifth goal within the SDGs, which could serve as the "link" to a policy – it could be argued that there is no specific policy document pertaining to this particular set of indicators.

Source: https://genderstats.un.org/#/home

Box 9 – In Practice! Navigating the *Logframes* menu

Figure 49 displays the screen that appears when you click on *Add Level*. Each of the elements captured by the red rectangles is explained in the table above.

		Figure	50: Adding I	evels in <i>Logfrar</i>	nes		
	ogframe						Cancel Save
Description Level		Chart					Completeness - 0%
Na	me	Result	ts chain	Presence of indica	ators?	Values	Edit
Node		Select the type Impacts				0	€ 8
		Outcomes Outputs Activities Inputs					
ADAPT allows	-		-				
below, each p	illar (each o – a lower	of which is an node). Note t	"Impact", o hat indicator	vel hierarchy, a r higher node) v rs are present a n <i>Logframes</i> – a	vill now ha t both leve	ave an objec els. <i>Save</i> you	tive (which is
	w logframe					Save Can	cel
Description Le	vels Values	Chart				Completeness - (0%
Pillar		Impacts	× v	☑ Indicators	Values: 0	0	
Objectiv	e	Outcomes	× ×	Indicators	Values: 0	0	
Click a	nd Drag	+Add Level					
For further de to <u>Annex 5.2</u> .	tails on ho	w to operatio	nalise the re	sults chain fran	neworks of	f policy docu	ıments, refer
-				llars/objectives,		goals (and ot	her <i>levels</i>) in
Values by sele	cting the co	orresponding	levels and cl	icking on GAdd	values		

	e 52: Adding value	es in the <i>Logframe</i>	<i>es</i> menu – an example (co	ont'd)
😑 Edit - National Socio l	Economic Developmer	nt Plan_logframe		Delete Cancel Save
Description Levels Value	s Chart			Completeness - 80%
1 - Accelerate pro-poor growth and	d ensure that the growth process rap	idly reduces poverty / 1.1 - Reduce	e poverty by sustaining double digit economic growt	h
Goal [Impacts]	Objectives [Out		Outputs [Outputs] 🖲	
Search	Search	comes]	Search	
1 Accelerate pro-poor growt	h anı 🗙 🎽 1. 1 Reduce	poverty by sustaining 🗙 🎽	1.1. 1 Decreased proportion of pc ×	
2 Strengthen maternal and c	child × * 1.2 Sustain	broad based double (🗙 🇯	Add values	
• Add values	• Add values			
	-	-	is control will delete the f	
	ake sure that you	save your work b	by clicking on the <i>Save</i> bu	
Before continuing, m	ake sure that you	save your work b		
Before continuing, m	ake sure that you	save your work b abular View in th	by clicking on the <i>Save</i> bu	
Save Cancel Dele	ake sure that you te Figure 53: T ors Data Source Data Plans	save your work b Gabular View in th	by clicking on the <i>Save</i> bu	tton:
Save Cancel Dele	ake sure that you te Figure 53: T ors Data Sources Data Plans E View - Monday Policy_	save your work b Tabular View in th Reports	by clicking on the <i>Save</i> bu	tton: Edit
Save Cancel Dele	ake sure that you te Figure 53: T ors Data Source Data Plans	save your work b Tabular View in th Reports	by clicking on the <i>Save</i> bu	tton:
Save Cancel Dele	ake sure that you te Figure 53: T ors Data Sources Data Plans E View - Monday Policy_	save your work b Tabular View in th Reports	by clicking on the <i>Save</i> bu	tton: Edit
Save Cancel Dele Cancel Indicat Save Logframes Indicat Search logframes Filter by: Sector • General public services Defence Defence Defence Defence Defence Defence and safety Economic affairs	ake sure that you te Figure 53: T ors Data Source Data Plans View - Monday Policy_ Description Levels Values	save your work b Tabular View in th Reports Tabular sew	by clicking on the <i>Save</i> bu	tton: Edit
Save Cancel Dele	ake sure that you te Figure 53: T ors Data Source Data Plans View - Monday Policy_ Description Levels Values Impact	save your work b Gabular View in th Reports Reports Tabular view Tabular view	oy clicking on the <i>Save</i> but the <i>Logframes</i> menu	tton: Edit

4.2.3 Indicators

The *Indicators* menu item is where demand-side and supply-side elements meet. It contains a repository of all indicators demanded by a policy or logframe (or even indicators without links to either) and corresponding information on their availability. Here, the role of the mapping functionality is of prime importance in showcasing any overlaps and gaps in planning: a fundamental functionality of ADAPT itself.

Figure 53 illustrates the first screen that appears upon clicking on the *Indicators* menu, showing that 258 indicators have been entered into the system. As before, the left side of the screen displays options to *Search* for an indicator or *Filter* according to logframe or policy. Clicking on the arrowheads to the left of each criterion's fields extends the tree in the expanded grey portion, as before. Note that the list of Logframes may be downloaded directly in CSV or Excel formats.

Figure 54: The *Indicators* menu – a first glance

ilter by: Logframes •	+ Add Indicator			_		
National Socio Economic Development Pl					CSV Ext	
 Demoland Health Sector Strategic Plan_ic Eastern Province of Demoland - Education 	Show 10 • entries			Search:		
 SDG Global Indicators_Demoland 				Jean Co.		
	Showing I to 10 of 258 entries First Previous Page 1 o					
	Name	Primary linkage	Applicability	Availability	Edit	
	1.1.1 - Maternal mortality rate/100,000	DHSSP (Logframe)	Yes	Yes	CK.	
	1.1.1 - Proportion of population below the international poverty line, by sex, age, employment status and geographical location (urban/rural)	SDG Global Indicators (Logframe)	Yes	Yes		
	1.1.1.1 - Kindergarten enrollment rate	Eastern Province of Demoland - Education Sector Strategic Plan_Jogframe (Logframe)	Yes	Yes	œ	
	1.1.1.1 - Total Poverty Head count	NSEDP (Logframe)	Yes	Yes	œ	
	1.1.2 - Neonatal mortality rate/1000	DHSSP (Logframe)	Yes	No	œ	
	1.2.1 - Proportion of population living below the national poverty line, by sex and age	SDG Global Indicators (Logframe)	No	No		
	1.2.1 - Total Fertility Rate	DHSSP (Logframe)	Yes	Yes	C.	
	1.2.1.1 - Gross enrollment rate for grade 9-10 (%)	Eastern Province of Demoland - Education Sector Strategic Plan_logframe (Logframe)	Yes	Yes	ß	
	1.2.1.1 - Real GDP Growth Rate	NSEDP (Logframe)	Yes	Yes	œ	
	1.2.1.2 - Gross enrollment rate for grade 11-12	Eastern Province of Demoland - Education Sector Strategic Plan_logframe (Logframe)	Yes	Yes	6	
	Show 10 • entries		10	First Previous Page 1 of 26	Next I	

To add a new indicator in ADAPT, simply click on the Add Indicator option. The following screen appears (Figure 55); you must indicate whether the indicator is linked to a policy, a logframe or neither.

Figure 55: Create a new indicator	
Create new indicator	Cancel
Link with primary: Logframe Policy No Link	

Box 10 – Did you know? Bulk upload feature for indicators!

ADAPT allows for bulk uploading of indicators and related metadata via Microsoft Excel. This feature is described in detail in <u>Section 5.4</u> of this manual.

Now, as shown in Figure 54 above, choose one of the options listed next to *Link with primary*. If a link exists, you must choose the corresponding policy or logframe from the drop-down list, which contains options of logframes or policies entered in the preceding menu items.

Box 11 – Did you know? Indicators with no links!

It is not necessary for indicators to be linked to a policy or logframe. An example is the Global Strategy to improve Agricultural and Rural Statistics (Global Strategy), prepared by the World Bank, UNSD and the Food and Agriculture Organization of the United Nations (FAO). The Global Strategy specifies a menu of indicators and a Minimum Set of Core Data that are not linked to any global or national policies or logframes.

Source:

http://www.fao.org/fileadmin/templates/ess/documents/meetings_and_workshops/ICAS5/Ag_Stati stics_Strategy_Final.pdf Then, select the specific level and value to which the indicator is attached (recall that the relevant indicator box in the logframe section was checked when defining the nodes). An example is shown in Figure 55 below.

			Figure	e 56: What t	o en	ter in the <i>Indic</i>	ators menu	
nk wi	th primary: Log	rame	Policy	No Link Nationa	al Socio	Economic Development F	Plan_logframe 🔹	
escripti	ion Mapping	Ap	plicability	Availability	Comp	liance		Completeness -
Goa	l (Impacts)			(Outcomes)		uts (Outputs) 🚯		
1	Accelerate pro-poor growth and ensure that the growth	•	sust	uce poverty by taining double t economic	1.1.1	Decreased proportion of population living		
	process rapidly reduces poverty		grov	wth		below poverty line		
2	Strengthen maternal and child health	*	dou	tain broad based > ble digit nomic growth				

Next, a familiar screen appears, with the following set of horizontal and vertical tabs. If there is no linkage with a policy or logframe, then the *No link* option in the above figure is selected and these horizontal and vertical tabs appear immediately.

The numbers next to the red arrows indicate the sequence in which the information should be entered.

Horizontal tabs						
				2		
Descriptio	n	Mapping	Applicability	Availability	Compliance	
	Id	entification				
		isaggregation & requency				
•	In	stitutions				
1	Da	ata Sources				
Vertical tabs						

Table 5 summarises the information required or action undertaken in each tab.

Table 5: What to enter in the Indicators menu

Horizont	Vertical	Field	Description, if required
al tab	tab		
Descripti on/ Descripti on and Demand Informati on	Identificati on	Id	This denotes the identification number of the particular indicator. It follows a logical sequence based on the number of levels in the results chain framework, and the level and value to which the indicator is attached. For example, if there are two indicators attached to the first output of the second outcome, which is attached to the first impact, their ID numbers would be 1.2.1.1 and 1.2.1.2 (ADAPT will automatically enter the first three values for impact (1) -> outcome (2) -> output (1); you must assign 1 and 2 for the indicators, respectively).
		Name of indicator	The full name of the indicator, for example "Maternal mortality rate" (MMR).
		Short name/alias	Using the above example, MMR
		Unit of measurement	ADAPT contains a library of standard units of measurement from which an option can be entered. For example, for MMR, the unit of measurement is usually "Per 100,000 (Units)".
		Sector coverage	The sector(s) to which the given indicator is applicable. General public services Defence Public order and safety Economic affairs Environmental protection Housing and community amenities Health Recreation, culture and religion These sectors are based on COFOG maintained by UNSD. For more information on COFOG, see UNSD, 2000, Classifications of Expenditure According to Purpose, Statistical Papers Series M, No. 84, pp. 35-74 (https://unstats.un.org/unsd/publication/SeriesM/Seri esM_84E.pdf).
		Definition	This is the official definition of the indicator. For example, MMR is the annual number of female deaths per 100 000 live births from any cause related to

		or aggravated by pregnancy or its management
		(excluding accidental or incidental causes).
	Formula	The formula used to calculate the indicator.
		<i>Note!</i> You will not be able to input the formula as it is, because special characters are not permitted in ADAPT yet. Therefore, the formula can be described in the text, if required.
	Rationale	The rationale for including the indicator.
	Concepts	Any additional concepts related to the indicator.
	Comments and limitations	Any shortcomings of the indicator or further comments for reference.
	Priority	Priority ranking of the indicator (choice of ranking available: first, second and third). Recall that this can be defined under <i>Site Administration</i> , when setting the configuration (Section 3.2 of this Manual).
	Collection	In ADAPT, this term refers to a group of indicators with shared element(s), as uniquely predefined by ADAPT users under <i>Site Administration</i> . This was described in Section 3.2 of the manual, under <i>Configuration Settings</i> .
Disaggrega tion &	Disaggregation	This denotes the disaggregation categories demanded or required of an indicator.
Frequency		For example, a policy may require disaggregation for MMR by the "Location (Rural/Urban)" category. ADAPT provides a list of such categories in the drop-down
		menu that appears when clicking on this icon:
	Geographic coverage	This denotes the geographic area for which the given indicator is required. Here, unlike the case for <i>Policies</i> and <i>Logframes</i> , an indicator that is applicable at a higher geographic level may not be applicable to a lower one.
		For instance, MMR, which is applicable at national level, is not applicable at province level.
		Thus, ensure that the boxes have been checked appropriately.

	_	
	Frequency	This denotes how often the indicator must be produced; the value can be entered in terms of days, months or years.
Organisatio ns	Choose organisation	This indicates the key institutions proposed or recommended in the indicator production process, by role. Recall that these institutions were defined when entering organisations in <i>Configuration Settings</i> under <i>Site Administration</i> , and are input simply using a drop-down list provided here.
	Choose role	 Four choices are provided: Data collection Data compilation Data validation Data dissemination See the <u>Glossary of Terms (Annex 5.1)</u> for a detailed definition of these terms.
Sources category ADA vario category Tip! a dat infor		This denotes the data source of the required indicator. ADAPT has a predetermined, comprehensive list of various data sources grouped under the following categories: Censuses and Surveys Registers and Administrative Data Mixed Sources Other Data Tip! Remember to click on the icon after selecting a data source from the drop-down menu and save your information.
Box 12 – In Practice! Filling in the indicator demand description Examples of compiled indicator fields – such as concepts, rationale, comments and limitations – are available in the SDG indicator metadata repository (https://unstats.un.org/sdgs/metadata/). For instance, relevant information for indicator 1.1.1 ("Proportion of population below the international poverty line, by sex, age, employment status and geographic location") may be found here: https://unstats.un.org/sdgs/metadata/files/Metadata-01-01-01a.pdf .		

Mapping (See Box 7 – Mapping in ADAPT)		Reflection between demands? Yes/No Reflection within the demand? Yes/No	This denotes whether the same or a similar indicator is required for different policies or logframes. In other words, it serves to reflect the overlapping indicator demands of different policies or logframes. This denotes whether the same or a similar indicator is required within the same policy or logframe. In other words, it serves to highlight repetition in demand for an indicator from the same source (policy or logframe). The steps follow the same structure as in the previous case <i>Policies</i> .
Applicabil ity		Yes/No	 This denotes whether the indicator is applicable. If No is selected, you must input a reason for the answer from a drop-down list, which contains the following options: Country not within target category/group Geographically incompatible Other
Availabilit y	Identificati on	Indicator (observation value) available in the country? Yes/No/To be checked If <i>No</i>	This is where the input of supply-side information for the indicator begins. If no corresponding availability for the indicator is required, then ADAPT provides the option of entering a proxy indicator for the same.
		Does a proxy indicator (indirect measurement that approximates or represents the phenomenon in the absence of a direct measure) exist?	 There are three choices: Yes, No and To be checked. If Yes is chosen, choose the origin of the proxy indicator: Policy, Logframe or No link; then, choose the precise proxy indicator from the drop-down list. This list features the indicators previously entered into the system.

	If <i>No</i> is chosen,
	• click on the option <i>No</i> .
	A third option, <i>To be checked</i> , is provided to allow for the possibility of proxy indicators arising when the list of indicators entered into the system expands at a later stage.
 Boy 13 – In Practicel P	roxy as supply-side mapping
A proxy is conceptual recommended that on original indicator, the means that the two pr	ally akin to a "supply-side" mapping. Therefore, it is ce a proxy indicator has been entered for the unavailable two indicators also be linked on the demand side. This rocesses must proceed together. Once a proxy indicator en identified, it must also be mapped under <i>Indicators</i> ->
	g that while all proxy indicators (P) imply demand-side d-side mapping of indicators DOES NOT imply that one of y for the other.
If Yes	
The most recent point in time or period of time to which the observation value actually refers.	 If Point-in-time is chosen, then the following information must be entered: Date (year or month) Data dissemination (publication/database) release name Data dissemination (publication/database) release link
	 If Period-of-time is chosen, then the following information must be entered: Start date (year or month) End date (year or month) Data dissemination (publication/database) release name Data dissemination (publication/database) release link

Disaggrega Disaggregation As a corollary to the demand-side information of the indicator, this denotes the disaggregation categories of the indicator, this denotes the disaggregation categories of the indicator available. For example, the MMR indicator may be available together with the "Location (Rural/Urban)" disaggregation category. ADAPT provides a list of these categories in the drop-down menu that appears upon clicking on the icon Geographic coverage This denotes the geographic area for which a given indicator is produced. In this case, unlike for Policies and Logframes, an indicator that is applicable at a higher geographic level may not be applicable at a lower one. For instance, MMR, which is applicable at a lower one. For instance, MMR, which is applicable at national level, is not applicable at province level. Therefore, ensure that the boxes have been checked appropriately. Frequency Organisatio ns Choose organisations This indicates the key institutions involved in the indicator produced; the value may be entered in terms of days, months or years. Organisatio Choose role Four choices are provided: • Disaggregations Endotes the segoral of the diministration, and are input here simply using a drop-down list. Choose role Four choices are provided: • • Data collection • • Data dissemination •
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Choose role Four choices are provided: Data collection Data compilation Data validation
 Data collection Data compilation Data validation
 Data collection Data compilation Data validation
Data compilationData validation
Data validation
Data dissemination
See the <u>Glossary of Terms (Annex 5.1)</u> for detailed
definitions of these terms.
Data Data source category This denotes the data source of the available indicator.
ADAPT has a predetermined, comprehensive list of
various data sources, grouped under the following
categories:

-	1	1
		Registers and Administrative Data
		Mixed sources
		Other data
		Tip! Remember to click on the tion after selecting
		a data source from the drop-down menu.
	Data source name	This denotes the precise data source from which the
		available indicator is produced. The value is entered
		using a drop-down list that contains information fed
		from the <i>Data Sources</i> menu tab (see Section 4.2.4.).
		from the Data Sources mend tab (see Section 4.2.4.).
		Tip! You should enter information relating to the Data
		Sources menu item before proceeding to the Indicators
		menu item, even if the Data Sources menu item is
		sequentially placed after it. This way, the drop-down list
		is already populated.
	Prevailing data	Definition.
	source category	
		Prevailing data sources pertain to how an indicator is
		compiled.
		The prevailing data sources category for a given
		indicator is defined as the category which provides or is
		expected to provide in future: (i) all data needed for its
		compilation or (ii) data on the indicator's numerator (as
		these data are specific to the indicator) while data on
		the indicators denominator are compiled from the data
		sources common to many indicators, e.g. country's
		population or GDP. If neither of these two cases apply
		(e.g. the numerator requires use of different categories
		of data sources) the prevailing category is designated as
		mixed sources. The category of mixed data sources is
		used also in the cases when various data sources might
		be used but there is no sufficient information.
		Examples (in case of SDG indicators).
		Prevailing data sources for indicator "1.2.1 Proportion
		of population living below the national poverty line, by
		sex and age" are statistical (the population census and
		household surveys provide the required data) while
		prevailing data sources for indicator "1.a.2 Proportion
		of total government spending on essential services
		(education, health and social protection)" are
		administrative (records of the responsible

	governmental agencies are used to compile this indicator). Prevailing data sources for indicators "9.c.1 Proportion of population covered by a mobile network, by technology" and "11.5.2 Direct disaster economic loss in relation to global gross domestic product (GDP)" are administrative as data on the population covered by a mobile network, by technology, and on direct economic losses due to disasters are typically compiled from the administrative records of the relevant governmental agencies. Prevailing data sources for indicator "1.3.1 Proportion of population covered by social protection floors/systems, by sex, distinguishing children, unemployed persons, older persons, persons with disabilities, pregnant women, newborns, work- injury victims and the poor and the vulnerable" are designated as mixed since the evaluation of the indicator's numerator might require use of both statistical and administrative data sources
Complian ce	This is an integral ADAPT feature in which the demand (<i>Required</i>) and supply (<i>Produced</i>) information entered previously for a particular indicator is visualised in the form of a table.The parameters over which the comparison is made are: <i>Frequency, Disaggregation</i> and <i>Geographic Level.</i> Each parameter is given a score out of 100 and the <i>Total Score</i> is a summation over the three parameters. The compliance score, which shows the alignment between supply and demand, is the key statistic.
Feasibilit Y	This refers to the ease with which an indicator can be produced in the "current" period (generally, the next zero to three years) or in the "near future" (generally, three to five years). In order to simplify data capturing, the assessment of "current" dependency on external assistance combines both the technical and financial external assistance in one field. However, for the assessment of dependency on external assistance in "near future" it requires separate data entry for (a.) additional external technical assistance and (b.) additional external financial resource requirements.

Current	Comprehensiveness of available	This is done because often countries are not able to differentiate clearly between these two components (financial and technical) of eternal assistance for the short term. Four options are available:
(generally, the next zero to three years)	microdata to produce the indicator (observation value)	 High Medium Low Nil
	External technical & financial assistance requirement	 Three options are available: High Medium Low
	Technical assistance requirement by the phases of the General Statistical Business Process Model (GSBPM)	Yes/No If <i>Yes,</i> then select the relevant phase(s) according to the GSBPM. GSBPM
		 1. Specify Needs 2. Design 3. Build 4. Collect 5. Process 6. Analyse 7. Disseminate 8. Evaluate
Near future (generally, three to	Feasibility to compile and produce	 Three options are available in the drop-down list: Easily feasible Feasible with a strong effort Not feasible even with a strong effort
three to five years)	Additional technical assistance requirements	 Three options are available from the drop-down list: Low Medium High

High		Additional financial resource requirements	 Three options are available from the drop-down list: Low Medium High
------	--	--	---

Box 14 – In Practice! Navigating the *Indicators* menu

Reflection between demands

In this case, the base indicator will be the one being input, attached to a particular policy or logframe and a given sector. In the screenshot below, the Base indicator is highlighted in light blue.

The corresponding "Mapped indicator" must be chosen on the basis of the drop-down-menu entry (Logframe, Policy or No Link) selected, as depicted in the screenshot below:

Figure 57: Reflection between demands

			Save Cancel Delete
Link with primary: Logframe Policy No Link Demoland Health Sector Strategic Plan_logfram	ie v		
Description Mapping Applicability Availability Compliance			Completeness - 49%
Reflection between demands? Yes No			
Choose type	*		
Logframe			
Policy	Policy/Logframe	Sectors	Delink
No Link are indicator	Demoland Health Sector Strategic Plan_logframe [Logframe]	Health	
Mapped indicator 2.1.1.1 - Maternal Mortality Rate per 100,000	NSEDP [Logframe]	Health	×

For instance, MMR may be required by a particular health sector plan as well as a separate national development plan.

Figure 58: Reflection between demands – an example

	Indicators		Policy/Logframe	Sectors	Delin
ase indicator	1.1.1 - Maternal mortality rate/100,000		Demoland Health Sector Strategic Plan_logframe [Logframe]	Health	
apped indicator	2.1.1.1 - Maternal Mortality Rate per 100,000		NSEDP [Logframe]	Health	×
	inguit	- JJ . IIC	eflection within demand	5	
	_	_			
	in the demand?	es No		_	
Reflection with		es No	•	•	
		es No	۰	8	De
	ator	85 No		•	De

		Figure 60: The ADAPT compliance table	
	Required	Produced	Score
Frequency	Every: 1 Year	Every: 5 Year	0
Disaggregation	Urban/Rural	Urban/Rural	100
Geographic Level	National	National; Central Province; Eastern Province ; Northern Province; Southern Province ; Western Province ; Freybridge; Meadowhollow; Merrowhaven; Hollowlyn; Newdragon; Rockmount; Snowway; Starryoak; Shadowbrook; Belbourne; Speikcaast; Goldfog; Bushfield; Bellshore; Welledge	100
Total Score			200
-	•		

4.2.4 Data Sources

In general, a Data Source refers to a specific dataset, metadata set, and database or metadata repository from which data or metadata are available for various indicators. Therefore, the *Data Sources* menu item is where the bulk of the supply-side information for an indicator is stored, and logically comes after the *Indicators* menu item.

Box 15 – In Practice! Enter Data Sources before Indicators

Note that the information stored in the *Data Sources* menu is utilised in the *Indicators* menu item (as available indicators are tied to *Data Sources*). Therefore, it is recommended that in practice, users input information into this menu first.

There are several types of data sources, depending on how the data is gathered and on the population they are intended to represent. For instance, Figure 61 below shows the first screen that appears when clicking on *Data Sources*, detailing the sources that have been entered into the system so far. As before, the left side of the screen displays the options to *Search* for an indicator or *Filter* according to different criteria: *Implementation Status, Category, Geographic coverage* or *Sector*. Clicking on the arrowheads (to the left of each criterion's fields) extends the tree in the expanded grey portion, as before. Note that the list of data sources is downloadable directly in CSV and Excel formats.

	Indicators Data Sources Data Plans Reports				
rch Data Sources ter by: Implementation Status Implemented	+ Add Data Source			ß	V Ex
On-going & Planned	Show 10 • entries			Search:	
	Name	Reference period	Implementation Status	Data source category	Edi
	Demoland Health and Demographic Survey	2014	Implemented	1.1 - Household / individual survey	ß
	Demoland Survey on Living Conditions	2015	Implemented	1.1 - Household / individual survey	Ø
	Health Management Information system	2016 / 2017	Implemented	2.1 - Registers and Administrative Data	Ø
	National Account Systems	2017/2018	On-going & Planned	2.1 - Registers and Administrative Data	8
		2017	Implemented	1.1 - Household / individual survey	ß
	National Education Survey of Demoland				

Unlike the menu items explored previously in this manual, *Data Sources* does not contain any horizontal tabs. After clicking on the *+ Add Data Source* button, users are presented with the following options:

Figure 62: C	reating a new data source –	Implemented or On-going & Planned?	
😑 Create new Data So	burce		Cancel
Implementation Status:	Choose A I Implemented On-going & Planned		

ADAPT accounts for two types of data sources: Implemented and On-going & Planned.

• Implemented

This means that the data source has been carried out and the data have been produced. When this option is selected, the following vertical tabs appear:

=
Description
Institutional Arrangements
DDI Files & URL
Data Access

• On-going & planned

These are data sources for which data have not been produced yet and for which operations are ongoing or planned. When this option is selected, the following vertical tabs appear:

≡	
Description	
Institutional Arrangements	
DDI Files & URL	
Funding status	

Note that only the last tab has changed, from *Data Access* to *Funding status*. Table 6 below summarises the information required or action undertaken in each vertical tab that appears when either *Implemented* or *On-going & Planned* are selected.

Table 6: What to Enter in the Data Sources Menu

Vertical tab	Field	Description, if required
Description	Data Source Name	This denotes the name of the data source, for example, the National Health and Demographic Survey.
	Reference period	A reference period is the time period for which statistical results are collected or calculated and to which, as a result, these values refer. The time period may be either a calendar year (reference year), a fiscal year, a semester, a quarter, a month or even a day.

	The reference period should be distinguished from the publication time, the period or point in time at which the statistical data are published. The publication year of statistical results may be significantly later than the reference year for which they were collected. The population, statistical units and variables relate to specific times, which may be limited to a reference time point (such as a specific day) or a reference period (for example, a month, a calendar year or a fiscal year).
	Sources: <u>https://ec.europa.eu/eurostat/statistics-</u> <u>explained/index.php/Glossary:Reference_period;</u> https://stats.oecd.org/glossary/detail.asp?ID=3104
If Point-in- time	Some data relate to a specific time, a reference time point (for example, population variables may refer to a specific day or "the population on 1 January"). Therefore, these values refer to a <i>Point-in-time</i> .
Date	
If Period- of-time	A period of time usually refers to a length of time with a start date and an end date. Therefore, these values are applicable to this duration, a <i>Period-of-time</i> .
Start date	
End date	
Data Source Abbreviation	Using the above example, this would be "NHDS".
Data source category	This denotes the data source of the required indicator. ADAPT has a predetermined, comprehensive list of various data sources, grouped under the following categories:
	 Censuses and Surveys Registers and Administrative Data Mixed sources Other data Tip! Remember to click on the + icon after selecting a data source
	from the drop-down menu to save your information.

	Geographic coverage	The geographic area (state, country, region, etc.) covered by the given data source.
		Here, as for <i>Indicators</i> , but unlike the case of <i>Policies</i> and <i>Logframes</i> , a data source that is applicable at a higher geographic level may not be applicable at a lower one.
		For instance, the NHDS is applicable at national level, but not at province level.
		Therefore, ensure that the boxes have been checked appropriately.
	Sector coverage	The sector(s) to which the given data source is applicable.
		General public services Defence Public order and safety Economic affairs Environmental protection Housing and community amenities Health Recreation, culture and religion These sectors are based on COFOG, which is maintained by UNSD. For more information on COFOG, see UNSD, 2000, <i>Classifications of</i> <i>Expenditure According to Purpose</i> , Statistical Papers Series M, No. 84, pp. 35-74 (https://unstats.un.org/unsd/publication/SeriesM/SeriesM_84E.pd
	Data courco	<u>f</u>). Yes/No/To be checked
	Data source integrated in data plan?	Data Plan is the next menu item. <u>See Section 4.2.5.</u>
Organisation s	Choose organisation	This denotes the key organisations responsible for the particular data source. Recall that these institutions were defined when entering organisations in <i>Configuration Settings</i> under <i>Site Administration</i> , and are input here simply using the drop-down list provided.
	Choose role	 Three choices are provided: Design Data dissemination Data collection See the <u>Glossary of Terms (Annex 5.1)</u> for detailed definitions of these terms.

	DDI file available	The DDI is a metadata document that describes previous surveys of
DDI Files &	Yes/No	this type. This usually means that a country has a National Data
URL		Archive containing data collections that are documented using the
•		standard.
	If Yes is selected,	Maximum file size allowed: 5 MB. Allowed extensions: .pdf, .doc,
	Choose Files	.docx, .xls, .xlsx.
	appears	
	Link URL	Insert the web link.
	Publication name	This is the main publication produced from the <i>Data Source</i> .
Data Access		Note! This entry is different from the publication entered in
(if		Indicators -> Availability -> Identification. Here, it is related to the
"Implemente		dissemination of the entire data source (of which a part may have
d")		been used to calculate the observation value of the given indicator,
		previously input under the Indicator menu item).
	Publication URL	
	Microdata	
	accessible	
	Yes/No	
	Funding status	Four options are available in the drop-down list:
Funding		
status (if On-		All or most of the funding is secured (90-100%)
going &		 More than half of the funding is secured (60-89%) About half of the funding is secured (40 E0%)
Planned)		 About half of the funding is secured (40-59%) Loss than half of the funding is secured (10-20%)
		 Less than half of the funding is secured (10-39%) Little to no funding is secured (0-9%)

4.2.5 Data Plans

A data plan is a framework, process and product that has the purpose of improving the production and the use of data and statistics. Data plans may be designed at various geographic levels (global, regional, national or subnational). They may be cross-cutting or sector-specific, and may focus on one or several organisations.

Data plans include strategic plans at national level, such as the NSDS, or at global level, such as the Cape Town Global Action Plan (CT-GAP). Data plans also include operational plans. Examples include NSOs' annual programmes of work, the statistical programmes of work of governmental organisations supporting the implementation of a sectoral policy, or the investment plan in data of local development partners. In the context of ADAPT, relevant data plans are those that focus primarily on data systems generating public-policy-relevant data or statistics.

Figure 63 below shows the screen that appears when clicking on *Data Plans*; from the example, it may be seen that three data plans have been entered into the system. As before, the left side of the screen displays the options to *Search* for an indicator or *Filter* according to different criteria: *Implementation Status, Policy, Geographic coverage* or *Sector.* Clicking on the arrowheads (to the left of each criterion's fields) extends the tree in the expanded grey portion as before. Note that the list of data plans is downloadable directly in CSV or Excel formats.

		gure 63: The <i>Data Plans</i> menu	-		
ADAPT 21					n Administrator) 🛓 Sign ration Users Help En
A Policies Logframes Ind	licators Data Sources Data P	Nans Reports			
sarch Data Plans Filter by: Implementation Status 🔹	+ Add Data Plan				
 Awaiting adoption Under implementation 	Show 10 • entries			Sea	Inch:
		* Name	Funding status	Implementation Status	
	Auto generated ID				Edit
	Auto generated ID 82-DP-15	Demoland's National Strategy for the Development of Statistics	Fully Funded	Under Implementation	Edit
		Demoland's National Strategy for the Development of Statistics Ministry of Health's Programme of Work	Fully Funded Partially Funded	Under Implementation Awaiting adoption	œ
	82-DP-15				22 122
	82-DP-15 82-DP-16	Ministry of Health's Programme of Work	Partially Funded	Awaiting adoption	œ

To add a new Data Plan in ADAPT, simply click on the +Add Data Plan button. A familiar screen pops up and the following set of horizontal and vertical tabs appears. The numbers next to the red arrows indicate the sequence in which you should fill in the information.

(Note that in the vertical tabs, the section *Monitoring Framework* appears only when the user indicates the existence of a monitoring framework for that data plan in the *Description* section)

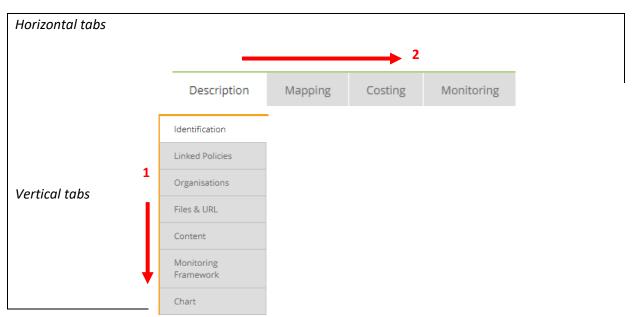


Table 7 below summarises the information required or action undertaken in each horizontal and vertical tab that appears when selecting *Description*.

Table 7: What to enter in the Data Plans Menu

Horizontal	Vertical tab	Field	Description, if required
tab			
Description	Identification	Name of the Data Plan	The formal name of the data plan document, for example "Demoland's National Strategy for the Development of Statistics"
		Short name	Using the above example, NSDS
		Type of the data plan Geographic coverage	 Two choices are provided: Strategic plan: for example, the National Strategy for the Development of Statistics Operational plan: for example, the programme of work of a line ministry The geographic area (state, country, region, etc.) covered by the given data plan. In general, national data plans are applicable at the state level; however, state-level data plans may not be applicable at the country level. Therefore, ensure that the boxes have been checked appropriately.
		Is this the National Strategy for the Development of Statistics (NSDS)? Sector coverage	Yes or No The sector(s) to which the given data plan is applicable.

	Time span	General public services Defence Public order and safety Economic affairs Environmental protection Housing and community amenities Health Recreation, culture and religion These sectors are based on COFOG, which is maintained by UNSD. For more information on COFOG, see UNSD, 2000, <i>Classifications of Expenditure According to Purpose</i> , Statistical Papers Series M, No. 84, pp. 35-74 (https://unstats.un.org/unsd/publication/SeriesM/Se riesM_84E.pdf). This denotes the time span of the data plan. Six options are available: 1 Year 2 Years 3 Years 4 Years 5 Years >5 Years
	Funding status	 This denotes the funding status of the Data Plan. Three options are available: Fully Funded Partially Funded Not Funded
	Implementation Status	 Four options are available: Being designed Awaiting adoption Under implementation Expired
	Approval date	
	Actual Implementation	

	Start date	
	Find data	
	End date	
	Existence of a monitoring framework for the data plan?	Yes/No If "Yes" is selected, an option to enter the corresponding details emerges in the vertical tabs, under <i>Content</i> .
Linked Policies	Links with development policy? Yes/No	This indicates whether a data plan is attached to a public policy.
	If Yes	Choose the relevant policies from the drop-down list of development policies (entered previously) that explicitly mention this data plan. Then, click on
		After adding the relevant policy, the <i>Link</i> option takes you directly to the linked policy, whereas the <i>Delink</i> option removes the current linkage between the policy and the data plan.
		(see Box 16 – Navigating the Data Plans Menu, Figure 64) .
Organisations	Choose organisation	This indicates the key institutions involved in the policy process, by role. Recall that these institutions were defined when entering organisations in <i>Configuration Settings</i> under <i>Site Administration</i> , and are input here simply using the drop-down list provided.
	Choose role	Two choices are provided:
		DesignMonitoring & Evaluation
		Refer to Annex 5.1 (<u>Glossary of Terms)</u> for an explanation of the above terms.
Files & URL	Choose File	Maximum file size allowed: 5 MB. Allowed extensions: .pdf, .doc, .docx, .xls, .xlsx.

		Link URL	Insert the web link.
		Levels	This is similar to the results chain framework in the <i>Logframes</i> section, but for data plans <i>(see Box 16 – Navigating the Data Plans Menu,</i> Figure 65 <i>)</i> .
			Note that the level type <i>Activities</i> cannot be assigned to any other node than the last one.
	Content	Values	This is similar to the results chain framework in the <i>Logframes</i> section, but for data plans (see Box 16 – Navigating the Data Plans Menu, Figure 66).
		Activities	This tab only appears if the results chain framework contains the level type <i>Activities</i> .
			(see Box 16 – Navigating the Data Plans Menu, Figure 67-70) .
		Levels	Fill in <i>Levels</i> , which should be the same as in the <i>Content</i> section (<i>see Box 16 – Navigating the Data Plans Menu</i> , Figure 71).
	Monitoring Framework (only appears	Values	Fill in Values, which should be the same as in the Content section (see Box 16 – Navigating the Data Plans Menu, Figure 71).
	if the user selected "Yes" for Existence of a	Indicators	Select the corresponding level and values, and add relevant indicators (necessary for an M&E framework), just as in the case of <i>Logframes</i> .
	monitoring framework in the <i>Description</i> -> <i>Identification</i> section.)		 The following fields need to be filled: Means of Verification (i.e. the expected source of information to measure the performance of an indicator) Baseline (Year and Value) Target (Year and Value)
			(see Box 16 – Navigating the Data Plans Menu, Figure 71) .
	Tabular view		The table depicts the Data Plan content or Monitoring framework structure.
Mapping	1	Base Data Plan	The data plan that is currently being entered (highlighted in blue).

	Mapped Data Plans	The data plan to be mapped onto the currently selected policy. Choose this data plan from the drop down list under "Select data plan to be mapped". Three options are provided:
	Status	EqualSimilarDifferent
Costing Overview		In ADAPT, costing refers to the estimated costs of activities in a data plan. The <i>Overview</i> shows hierarchical view of activities with colour coding, indicating if activities are costed or not, and if costed - whether they meet the validity conditions or not. There is also a sign next to each activity, which indicates if activities are repeating or not. Colour coding An activity will appear in colour black , if the user has not entered the cost for that activity. An activity will appear in colour green if cost is entered and validity is met (i.e. cost of activity >= sum total of cost of sub-activities). An activity will appear in colour red if the cost is entered and validity is unmet (i.e. cost of activity < sum total of cost of sub-activities) (this would require being resolved under Validate tab). An activity will appear in orange if cost is entered and validity is met (i.e. cost of activity >= sum total of cost of sub-activities) (this would require being resolved under Validate tab). An activity will appear in orange if cost is entered and validity is met (i.e. cost of activity >= sum total of cost of sub-activities) but at least one sub-activity is in colour red or orange. • Validity will be met: if cost of activity >= sum of cost of sub-activities • Validity will be unmet: if cost of activity < sum of cost of sub-activities Validity is computed only when the activity has sub- activity all costed

		Search	Under the <i>Costing</i> tab, there are two ways to input costs for an activity. One is via Search and another via Browse. In Search, users can search for activities by text (<i>Activity Name</i>) or by Date (<i>start date</i> and <i>end date</i>).
	Cost		This leads to pop-up screens on entering cost details. (<i>see Box 16 – Navigating the Data Plans Menu,</i> Figures 72 and 74).
		Browse	The other way to locate activities to cost is by going to <i>Browse</i> .
			This leads to pop-up screens on entering cost details.
			(<i>see Box 16 – Navigating the Data Plans Menu,</i> Figures 73 and 74)
			Under Validation, users can see the list of activities (in colour red) along with its sub-activities, where the validity (i.e. if cost of activity >= sum of cost of sub-activities) is not met.
	Validate		In order to resolve them, the user is required to click on the activity (in <i>Edit</i> mode). The user can then rationalise the costs in this interface or can click on the <i>Overwrite Total with Total [Sub-activity (ies)</i>] button, to overwrite the total cost of activity.
			(see Box 16 – Navigating the Data Plans Menu, Figure 75)
			Here, for each activity of the data plan, users can update the indicators with latest values.
	Monitoring Framework		Except for the <i>Monitoring values</i> column where users can enter the values, all other fields in this interface are restricted for editing.
Monitoring			(see Box 16 – Navigating the Data Plans Menu, Figure 76)
	Activity Status	Search	Under the Activity Status tab, there are two ways to input the status of an activity. One is via Search and another via Browse.
			In Search, users can search for activities by text (Activity Name) or by Date (start date and end date).

		This leads to pop-up screens on entering status details.
		(<i>see Box 16 – Navigating the Data Plans Menu,</i> Figures 77 and 79)
	Browse	The other way to locate activities to enter their status is by going to <i>Browse</i> . This leads to pop-up screens on entering status details.
		(<i>see Box 16 – Navigating the Data Plans Menu,</i> Figures 78 and 79)
	Search	In ADAPT, budget refers to the actual funding available rather than estimated costs.
		In the <i>Budget Status</i> tab, there are two ways to reach at an activity for inputting budget (or funding) details for an activity which has been costed previously. One is via <i>Search</i> and another via <i>Browse</i> .
Budget statu	IS	In Search, users can search for activities by text (Activity Name) or by Date (start date and end date).
		(see Box 16 – Navigating the Data Plans Menu, Figures 80 and 82)
	Browse	The other way to locate activities to enter their budget details is by going to <i>Browse</i> . This leads to pop-up screens on entering budget details.
		This leads to pop-up screens on entering status details.
		(see Box 16 – Navigating the Data Plans Menu, Figures 81 and 82)

		F	igure 64: Lin	king a data pl	lan to a policy		
Data Sources	Data Plans						
Edit - Demol	land's Natio	onal Strategy for the Dev	velopment of Statistics	5			Save Cancel D
cription Mapp	ping						Completeness -
dentification Linked Policies	Links	with development policy?	Ye	s No		-	
Organizations	C oose po	olicies from the list of development	policies which explicitly mentions	this data plan	•		
Files & URL Plan Content		R.J.,					
Monitoring	Linked Po National	licies					Link Delink
			Figure 65	: Levels in a d	data plan		
							Delete Cancel
ription Mappi							Completeness -
		_					
entification							
nked Policies	Levels	Values					
rganisations es & URL		Impact	Impacts		× ×	Values: 1	0
intent		Outcome	Outcomes		××	Values: 1	٥
onitoring amework		Results	Outputs		X ¥	Values: 4	00
hart							
			Figure 66	: Values in a o	data plan		
						_	
Edit - Da	ita Plan 1	23				De	elete Cancel S
scription	Mapping	Costing Monitori	ng				Completeness - 4
-							
Identification							
Linked Policies		Levels Values	Activities				
Organisations		1 - Strengthening civ	il registration system, admir	nistrative records, surveys &	& censuses and other sources o	of data / 1.2 - Strengthen ac	Iministrative
Files & URL		records and statistics		istrative records, surveys o		Si data 7 112 Strengthen de	
Content		Strategic Objective	[Impacts] Strategy [Ou	utcomes] Activ	ivity [Activities]		
Monitoring		Search	Search	Sea	arch		
Framework		1 Strengthening civ registration syste		5	1 test activity		
Tabular view		administrative records, surveys		ien 🕨	.2 test1		
		censuses and oth sources of data		a daive records	.3 test2		
		2 Improve quality a	ind 👻				
				I			
		4					, C

		Figure 67: Activities in a Data Plan	
The for	rm for describing a	activities looks like below:	
	tional Statistics Office of Demol	and's Programme of Work	Completene
=			
Identification	Levels Values Activities		
Organisations Files & URL	Strategic Objective	n system, administrative records, surveys & censuses and other sources of data / 1.2 - Strengthen administrative records and statistics / 1.2.1 - Strengthen administrative records in Education sector Strategy [Outputs] Activity [Activities]	
Content Tabular view	[Outcomes] Search	Search Search 1.1 Strengthen vital • 12.1 Strengthen •	
	1 Strengthening civil registration system, administrative records, surveys & censuses and other	statistics administrative 12. Strengthen • Education sector administrative Education sector records and 1.2.2 Strengthen	
	2 Improving quality >> -	statistics administrative 1.3 Stranshan sunguri w records in Health	
	4		
	ld	121	
	Name Responsible organization	Strengthen administrative records in Education sector Select the Organisation	v
	Repeats ? Start date	No	
	End date Duration per occurrence	Not available	
1			_
		て フ	
		Figure 68: Non-repeating activities in a Data Plan	
	0		
	ld	2.1.1	
	Name	act1	
	Responsible organization	Select the Organisation +	
	Repeats ?	Yes No	
	Start date		
	End date		
	Duration per occurrence	Not available	
	Sub activities	Add sub-activity	
The fie	lds are described	below:	
•	ld is Identificatio	n number of the activity. Users can define this;	
•	Name is name o		
•	Responsible orgo	anisation is for selecting the relevant organisation	
•		tes if the activity is repeating or not. <i>equency</i> of repeating: <i>Irregular</i> or <i>Regular</i> . (see below for details)	

	nter Start date and En	<i>d date</i> of the non-rep	eating activity. (a	s shown in the figure
	a <i>per occurrence</i> is the <i>activities,</i> users can a to it.			
Now:				
• If Repeat	? is <i>Yes</i> , and Frequenc	y is Reaular , the follo	wing pop-up scre	en appears:
		larly repeating activit		
	Figure 05. Kegu			
	2.1.1 - act1			×
	Duration per occurrence	Select the Duration 🔹	Select the Period	•
	Recurrence interval : Every	Select the Frequency 🔹	Select the Period	•
	Recurrence range			
fall.	ge is the field for select ? is Yes, and Frequenc			
	Figure 70: Irregu	ularly repeating activi	ties in a Data Plan	I.
	1.2.2 - test1			×
	Duration per occurrence	Select the Duration 🔹	Select the Period	•
	Add occurrence			
			l l	ОК
In this form Dur	ation per occurrence fi	eld could be filled by	users by choosing	the number of
	ays from the options n			
	ng the button Add occu		urrence, users wil	ll require to provide
only the Start day	<i>te</i> in the subsequent st	tage.		

Figure 71: Indicators in a data plan's monitoring framework			
	Delete	Cancel	Save
Costing Monitoring		Completenes	s - 45%
Levels Values Indicators 2 - Improve quality and dissemination of statistics and public statistical literacy / 2.1 - test1 / 2.1.1 - test2 Strategic Objective [Impacts] Strategy [Outcomes] Activity [Activities] • Search Search Search 2 Improve quality and * 2.1 test1 * 2.1.1 test2 3 Improve statistical advocacy and integrate use of •			
Add Indicator Id 2.1.1-1 Indicator aa Means of bb Verification Baseline Year Value Targets + Year Value			
	Image: State of the state	2 costing Monitoring Levels Values 1 costing Indicators 2 - Improve quality and dissemination of statistics and public statistical literacy / 2.1 - test / 2.1.1 - test2 Strategic Objective [Impact] Strategy [Outcomes] Activity [Activities] 0 Search Search 2 - Improve quality and ** 2.11 test1 ** 2 Improve statistical literacy 2.11 test2 3 Improve statistical literacy 2.11 test2 advocacy and integrate use of 2.11.11 aa b b Baseline Verification Value Target Value	123 Costing Monitoring Completence Levels Values Indicators 2 - Improve guality and dissemination of statistics and public statistical literacy / 2.1-test1 / 2.1.1-test2 Strategy (Ductomes) Activity (Activities) 0 Search Search Search Search 2 Improve guality and with an

		Figu	ure 72:	Searching for an a	activ	ity to cost		
	Search	n Browse						
	Search	n for activity:	Activity	ctivity Name				
	Filter k	by Date:	Start D	ate	End Date			
						Reset Show		
		Fig	ure 73.	Browsing for an a	ctivi	ity to cost		
		6' '	ure 75.	browsing for and				
	Search	n Browse						
	1	- Big outcome / 1.	1 - Good ou	itput / 1.1.5 - Regularly re	epeatir	ng activity + sub-activity		
		utcomes [Outcome	es]	Outputs [Outputs]		Activities [Activities]		
		earch Big outcome	*	Search 1.1 Good output		 Search ▲ 1.1.5 Regularly 		
		Small outcome		1.2 OK output		repeating activity + sub-activity		
						1.1.6 Irregularly repeating activity + sub-activity		
0						s – costing details		
as shown be		selected, in th	e Ealt r	node, a green bui	ton	Costing details appears in	each activity	
•								
Id			g1.1.1.1					
Nan	ne		test11					
Res	ponsible org	anization	Empty					
	eats ?		No					
	t date		2020-01-0					
	date ation per oo	currence	2025-12-3 6 Year(s)					
	t information		Missing			Costing details		
						similar to as shown below to capture annual cost by b		

c	Occurrence(s): 7 [every 1 year	s (2019-03-28	8 to 2025-05-27)]		
	Duration: 6 Year(s						
	Add amount	Remove inflati	on (2%)				
	Occurrence(s)	Start	date	End date	Amour	nt	
ow is the examp	ole interface t	o enter an	nual costs.				
udget Code			Occurr	ence cost			Total
	2020	2021	2022	2023	2024	2025	
taff							0
onsultant							0
ontracts							0
ocally contracted labour							0
ravel							
raining							0
-							0
xpendable procurement							0
on expendable rocurement							0
lospitality							0
ieneral operating xpenses							0
otal							0
							Clear OK
dget codes are S							
curement, Non	expendable p	rocureme	nt, Hospita	ality and Gen	eral operati	ing expens	es.
	Fi	gure 75: V	alidate cos	ting of data	plans		
	ivity Name				2013	2014	Total
1.2 ·	1 - test activity				0	0	27
lidate							174

	ι.	Total						27		
	L	Total	[Sub-activit	y(ies)]				174		
	L				0	verwrite To	tal with Total	[Sub-activity	(ies)]	
	L	1.2	2.1-1 - te	st activ	ity - 2					
	L	Bu	idget Code			Occurrer	nce cost 2014	Total		
	ł.	Sta	aff					0		
ld Indicator		Figu 1.1.2-1 Test Indica		Vlonito	ring dat	a plans –	monitori	ng framev	vork	
		1.1.2-1		Vlonito	ring dat	a plans –	monitori	ng framev	work	
Indicator Means of	n	1.1.2-1		Vionito Baselir Value	le	a plans –	monitori	ng framev	work	
Indicator Means of Verificatio		1.1.2-1		Baselin Value	ne 80	a plans –	monitori	ng framev		25
Indicator Means of Verificatio	n	1.1.2-1		Baselir	ne 80	a plans –	monitori	ng framev	work Monitoring value	25
Indicator Means of Verificatio Year	n 2019 2020	1.1.2-1		Baselir Value Target	ne 80 s 82	a plans –	monitori			
Indicator Means of Verificatio Year Year	n 2019	1.1.2-1		Baselir Value Target Value	ie 80 s	a plans –	• monitori	Value	Monitoring value	2019-04-01

	Figure	77: Searching f	or an activity to n	nonitor status		
😑 View - Data Plan	123					Edit
Description Mapping	Costing Monitorin	ng			Completeness	- 45%
=						
						_
Budget status	Search Browse					
	Search for activity:	Activity Name				
	Filter by Date:	Start Date	End Date			
			Reset	Show		
		Destanted	Canadian Canadatad			
	Not started 👔 Or	ngoing Postponed	Cancelled Completed			
	« 1 2 »					
		Activity Name	Start	End	Status	
	1.1.1 - act 1		2019-03-28	2025-05-27	Not assigned	
	→ 1.1.1-1 - owjadfjaad		2019-03-28	2025-05-27	Not assigned	
	→ → 1.1.1-1-1 - awk	jfdadsjfa;	2019-03-28	2025-05-27	Not assigned	
	1 - Big outcome /	1.1 - Good output /	1.1.5 - Regularly repeating	activity + sub-activity	/	
	Outcomes [Outcor	nes] Outpu	ts [Outputs]	Activities [Activi	ities]	
	Search	Searc	h	Search		
	1 Big outcome	✤ 1.1 Go	ood output 🔹 🕨	1.1.5 Regularly	▲ 	
	1 Big outcome 2 Small outcome		ood output →	1.1.5 Regularly repeating + sub-activ	activity	
				repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	
				repeating + sub-activ 1.1.6 Irregularly repeating	activity /ity activity	

		Figure 79: Mo	nitoring data plans	s – enterin	g A	Activity Status det	tails	
	ce an activ shown belo	vity is selected, In t ow.	he <i>Edit</i> mode, a g	reen butto	on /	Assign status app	bears for	each activity
	•							
	Id		1.1.5					
	Name		Regularly repeating activity	+ sub-activity				
	Responsible o	organization	Prime Minister Office-Labo	ur, Employment	, Υοι	uth and Disabled		
	Repeats ?		Yes					
	Frequency		Regular					
	Occurrence(s)		4 [every 5 months (2020-03	3-01 to 2021-09-	30)]]		
	Duration per	occurrence	1 Year(s), 7 Month(s)				Accia	n status
	Status		Ongoing				Assig	T Status
ass	ign status	<i>sign status</i> button for each activity. <i>ancelled</i> , and <i>Comp</i>	The options availa					
	0							
	Id			1.1.5				
	Name			Regularly rep	peat	ting activity + sub-activi	ty	
	Responsible	organization		Prime Minist	ter C	Office-Labour, Employm	nent, Youth a	and Disabled
	Repeats ?			Yes				
	Frequency			Regular				
	Occurrence(s)		4 [every 5 m	nont	ths (2020-03-01 to 2021	-09-30)]	
	Duration			1 Year(s), 7 M	Non	ith(s)		
I	Status			Ongoing				
		Figu	re 80: Searching f		vity	to budget		
		Search Browse						
		Search for activity:	Activity Name					
		Filter by Date:	Start Date			End Date		
						Reset	Show	

Figure 81	: Browsing for an activ	nty to	budget	
arch Browse				
1 - Big outcome / 1.1 - Good	output / 1.1.5 - Regularly rep	eating a	activity + sub-activity	
Outcomes [Outcomes]	Outputs [Outputs]		Activities [Activities]	
Search	Search		Search	
		(
1 Big outcome	 1.1 Good output 	₩	1.1.5 Regularly	Â
1 Big outcome 2 Small outcome	 1.1 Good output 1.2 OK output 	*	1.1.5 Regularly repeating activity + sub-activity	
			repeating activity	

Figure 82: Budgeting activities in data plans – details

After selecting activities, they appear in a nested way like shown below:

Activities	Occurances	Start/End Date	Cost	Budget	Budget Status
1.1.5 - Regularly repeating activity + sub-activity					
	Occurrence - 1	2020-03-01 / 2020-06-30	650	1984.31	Partially Funded
	Occurrence - 2	2020-08-01 / 2020-11-30	650	1984.31	Partially Funded
	Occurrence - 3	2021-01-01 / 2021-04-30	663	1984.31	Partially Funded
	Occurrence - 4	2021-06-01 / 2021-09-30	663	1984.31	Partially Funded
→ 1.1.5-1 - te					
	Occurrence - 1	2020-03-01 / 2020-06-30	200	1984.31	Partially Funded
	Occurrence - 2	2020-08-01 / 2020-11-30	200	1984.31	Partially Funded
	Occurrence - 3	2021-01-01 / 2021-04-30	204	1984.31	Partially Funded
	Occurrence - 4	2021-06-01 / 2021-09-30	204	1984.31	Partially Funded
$\rightarrow \rightarrow $ 1.1.5-1-1 - te3					
	Occurrence - 1	2020-03-01 / 2020-06-30	450	1984.31	Partially Funded
	Occurrence - 2	2020-08-01 / 2020-11-30	450	1984.31	Partially Funded
	Occurrence - 3	2021-01-01 / 2021-04-30	459	1984.31	Partially Funded
	Occurrence - 4	2021-06-01 / 2021-09-30	459	1984.31	Partially Funded
1.1.7 - Regularly repeating LONG activity + sub-activity					
	Occurrence - 1	2020-01-01 / 2022-01-01	2500	1984 31	Partially Funded

The *Budget* button appears when activities are selected.

Act	vities		Occurances	Start/End Date	Cost	Budget	Budget Status
1.1	5 - Regularly repeating activ	ity + sub-activity					
			Occurrence - 1	2020-03-01 / 2020-06-3	650	1984.31	Partially Funded
			Occurrence - 2	2020-08-01 / 2020-11-3	650	1984.31	Partially Funded
			Occurrence - 3	2021-01-01 / 2021-04-3	663	1984.31	Partially Funded
			Occurrence - 4	2021-06-01 / 2021-09-3	663	1984.31	Partially Funded
					0	al: 600.00 / 22.8 total cost: 2,626	
	Organisations			Amount F	ercent %	Del	ete
	African Union		•	600	22.85	×	
	Add Organisation						626
	Add Organisation	g activity + sub-activity				Total Cost: 2	
		g activity + sub-activity Start / End	Budget	Budget Status	Cost	Total Cost: 2	
	1.1.5 - Regularly repeatir		Budget 1984.31	Budget Status Partially Funded	Cost 650	Total Cost: 2	
	1.1.5 - Regularly repeatir Occurrence	Start / End	-	_		Total Cost: 2	
	1.1.5 - Regularly repeatin Occurrence Occurrence - 1	Start / End 2020-03-01 / 2020-06-30	1984.31	Partially Funded	650	Total Cost: 2	

Here users can provide budget (funding) information about the selected activities (including their occurrences if repeating).

The first level of information is the budget situation, which can be one from: *Fully funded, Partially funded,* or *Not funded*. Then depending on the choice, users can assign different donors (*organisations*) and respective *amounts* or *percentages* to the selection of activities. Clicking on *Save* button saves the information.

4.2.6 Reports

The *Reports* section is where all data entered in the previous five menu items are tabulated and displayed in charts, to enable users to extract better insights and gain an enhanced understanding of the given data planning landscape. This is the only menu item in ADAPT for which users do not need to input any information.

Figure 70 below shows the window that appears upon clicking on the *Reports* menu item. The current version of ADAPT only contains Key Reports. Advanced Reports will be made available in the next version. Note that the reports are downloadable directly in PDF format by clicking on the Download PDF icon in the bottom right-hand corner of the page.

	Figure 83: The Re	eports menu item	– a first glance	
Training Country 5 ADAPT 2 Particle Logframes Indicators Key Reports Advanced Reports	21			François Fonteneau 🛓 Sign Out Site Administration Users Help English
Policies Logframes Indicators		Applicable policies by	v geographic coverage	
- SDG Indicators Data Sources Data Plans	Chart 2		Table Unique count: Geographic levels	Count Percentage (%)
			National Sub-national	2 66.7 1 33.3
	National	Sub-national		
				•

Table 8 below describes the elements in each section (*Policies, Logframes, Indicators, Data Sources* and *Data Plans*) of the Key Reports.

	Policies	Note that the term "unique count", whenever mentioned in the policy report tables, refers to the total number of applicable policies entered in ADAPT.
1.	Applicable policies by geographic coverage	This report describes the distribution of applicable policies over different geographic levels. The first column lists the geographic levels targeted by policies, while the second and third columns list the counts and percentages of policies over these geographic levels, respectively.
		Note that the unique count displayed at the top of the table should be a number equal to the sum of the counts, if all policies entered into ADAPT are applicable. Indeed, if a policy is applicable at a higher geographic level, it is only counted at that level, even though it is also applicable at a lower geographic level by default (for instance, a national development plan is applicable at country and state level; however, for the sake of clarity, it is only counted at the national level).
2.	Applicable policies by sector coverage	This report describes the distribution of applicable policies over different sectors (as classified by COFOG elsewhere in ADAPT). The first column lists the sectors attributed within policies, while the second and third columns list the counts and percentages of policies over these sectors, respectively. A policy may be applicable to more than one sector (for instance, a national development plan may cover the health, education and defence sectors), such that the unique count at the top may not represent the sum of individual counts.
3.	Availability of logframes in applicable policies	This is a report denoting the status of the availability of a logframe for corresponding policies. The first column lists

		the two possibilities (<i>Yes/No</i>), while the second and third columns list the counts and percentages of policies by status, respectively.
4.	Applicable policies by geographic	This report describes the distribution of applicable policies
	coverage and by logframe	over different geographic levels as well as their breakdown
	availability	at each level, by availability of a logframe for corresponding
		policies. It is a combination of Report 1 and Report 3.
5.	Applicable policies by sector	This report describes the distribution of applicable policies
	coverage and by logframe	over different sectors, as well as their breakdown
	availability	by availability of logframes for corresponding policies. It is a
		combination of Report 2 and Report 3.
	Logframes	Note that the term "unique count", whenever mentioned in
		the Logframe report tables, refers to the total number of
		active logframes entered in ADAPT.
		In ADAPT, active logframes are those logframes that are
		relevant for the current time period (currently "active").
6.	Active logframes by geographic	This report describes the distribution of active logframes
	coverage	over different geographic levels. The first column lists the
	0	geographic levels targeted by logframes, while the second
		and third columns list the counts and percentages of
		logframes over these geographic levels, respectively.
		Note that the unique count displayed at the top of the table
		should be a number equal to the sum of the counts, if all
		logframes entered into ADAPT are active. Indeed, if a
		logframe is applicable at a higher geographic level, it is only
		counted at that level, even though it is also applicable at a
		lower geographic level by default (for instance, the logframe
		for national development plans is applicable at country and
		state level; however, for the sake of clarity, it is only counted
		at the national level).
7.	Sectors with active logframes	This report describes the distribution of active logframes
	0	over different sectors (as classified by COFOG elsewhere in
		ADAPT). The first column lists the sectors attributed within
		logframes, while the second and third columns list the
		counts and percentages of logframes over these sectors,
		respectively. A logframe may be applicable to more than one
		sector (for instance, a national development plan's logframe
		may cover the health, education and defence sectors), such
		that the unique count at the top may not represent the sum
		of individual counts.
8.	Demand for indicators in active	This is a report denoting whether indicators are attached to
	logframes	the corresponding logframes. Consequently, this highlights
	-	whether a results chain framework or logframe is linked to
		an M&E framework, which necessarily requires indicators.
		The first column lists the two possibilities (<i>Yes/No</i>), while the
		second and third columns list the counts and percentages of
		logframes by status of indicators demanded.
L		Togrames by status of multators demanded.

9. Active logframes by geographic coverage and by demand for indicators	This report describes the distribution of active logframes over different geographic levels, as well as their breakdown, at each level, by the status of the indicators demanded for the corresponding logframes. It is a combination of Report 6 and Report 8.
	Note that the unique count should be equal to the sum of total <i>Yes</i> and <i>No</i> responses, if all logframes entered into the system are active. This is because the unique count reflects the total number of active logframes, whereas the total
	count also takes into consideration inactive logframes.
Indicators	Note that the term "unique count", whenever mentioned in the indicator report tables, refers to the total number of applicable indicators entered in ADAPT.
10. Demand	These sets of reports tabulate and graphically display information on the indicators required or demanded.
10.1 Applicable indicators demanded by geographic coverage	This report describes the distribution of applicable indicators demanded over different geographic levels. The first column lists the geographic levels targeted by indicators, while the second and third columns list the counts and percentages of indicators demanded over these geographic levels, respectively.
10.2 Applicable indicators	Note that the "unique count" displayed at the top of the table should be a number equal to the sum of the counts, if all indicators entered into ADAPT are applicable. Indeed, for each indicator, geographic coverage is uniquely defined. This report describes the distribution of applicable indicators
demanded by sectors	demanded over different sectors (as classified by COFOG elsewhere in ADAPT). The first column lists the sectors attributed within indicators, while the second and third columns list the counts and percentages of indicators demanded over these sectors, respectively.
	Note that the unique count displayed at the top of the table should be a number equal to the sum of the counts, if all indicators entered into ADAPT are applicable. Indeed, for each indicator, sectoral coverage is uniquely defined.
10.3 Applicable indicators demanded by respective logframes	This is a report denoting whether the applicable indicators are linked to a specific logframe. The first column lists the relevant demands or logframes, while the second and third columns list the counts and percentages of indicators demanded by each corresponding logframe.
11. Demand & supply	These sets of reports tabulate and graphically display combined information on demanded and available indicators.
11.1 Applicable indicators by geographic coverage and by availability status	This report describes the distribution of applicable indicators demanded over different geographic levels, as well as their breakdown at each level by availability.

	Note that the unique count should be equal to the sum of total <i>Yes</i> and <i>No</i> responses, if all indicators entered into the system are applicable.
11.2 Applicable indicators by sectors and by availability status	This report describes the distribution of applicable indicators demanded over different sectors (as classified by COFOG elsewhere in ADAPT), as well as their breakdown at each sector by availability.
	Note that the unique count should be equal to the sum of total <i>Yes</i> and <i>No</i> responses, if all indicators entered into the system are applicable.
11.3 Applicable indicators by logframes and by availability status	This report describes the distribution of applicable indicators demanded by different logframes, as well as their breakdown at each logframe by availability.
12. Capacity	This report pertains to the applicable indicators that are not provided or available in the given data landscape. Therefore, it refers to the overall capacity requirements for a given administrative unit (region, country, province, etc.).
12.1 Current technical assistance requirement, by GSBPM phase, to produce applicable indicators	This report describes the distribution of applicable indicators that are not currently supplied or available and for which technical assistance is required in accordance with specific GSBPM phases. If no GSBPM phase was selected when entering the information into ADAPT, they are tabulated as Uncategorised. The first column lists the relevant GSBPM phase, if selected, while the second and third columns list the counts and percentages of indicators that are applicable but are not yet available, by the phase for which technical assistance is sought, respectively.
	Here, the unique count represents the total number of indicators that are not provided or available.
13. Feasibility	This report also illustrates the ease with which an indicator can be produced in the current period (generally, within zero to three years) or in the near future (generally, the next three to five years). Specifically, it describes an overall feasibility analysis for producing an indicator that is currently unavailable for the relevant administrative unit (region, country, province, etc.).
13.1 Feasibility, in the near future, of producing applicable indicators	This report describes the distribution of applicable indicators over the feasibility of their production in the near future (generally, the next three to five years).
	The first column lists the different degrees of feasibility of compiling and producing the indicators selected. The degrees, as defined in ADAPT, are Easily feasible, Feasible with strong effort and Not feasible even with a strong effort. The second and third columns list the counts and percentages of applicable indicators by feasibility category, respectively. If none of the feasibility categories are selected when entering the information into ADAPT, they are tabulated as Uncategorised.

13.2 Feasibility, in the near future, with additional technical and financial assistance, of producing applicable indicators	This report describes the distribution of applicable indicators that are not supplied or available, over the feasibility of their production with additional technical and financial assistance in the near future (generally, within the next three to five years). The first column lists the different degrees of feasibility of production of the selected indicators with additional technical or financial assistance. As defined in ADAPT, the degrees are Low, Medium and High. The second and third columns list the counts and percentages of indicators that are applicable but are not yet available, by feasibility category, respectively. If none of the feasibility categories are selected when entering the information into ADAPT, they are tabulated as Uncategorised.	
SDG Indicators	These reports specifically pertain to the SDG indicators.	
14. Applicability	This report describes whether the given SDG indicators are applicable to the data landscape under consideration. The first column of the table lists the different statuses (<i>Yes, No</i> or <i>To be checked</i>), while the second and third columns list the counts and percentages of applicable SDG indicators.	
15. Policy relevance of applicable indicators	This report describes whether the applicable SDG indicator are relevant to the policies and logframes (for example whether they are attached to a policy or logframe).	
16. Availability status of applicable indicators	This report describes whether the applicable SDG indicators are available in the data landscape under consideration. The first column of the table lists the different statuses of production (for which <i>Yes/No</i> responses are available), while the second and third columns list the counts and percentages of available applicable SDG indicators	
17. Available indicators by policy relevance	This report describes whether the available SDG indicators are also relevant to other policies or logframes (for example, whether they are attached to a policy or logframe).	
18. Available indicators by producers	This report describes the distribution of available SDG indicators over the different organisations that are responsible for producing and disseminating them.	
19. Available indicators by prevailing data sources	This report describes the distribution of available SDG indicators by prevailing data sources.	
20. Levels of dependency on external technical & financial assistance for available indicators	This report describes the distribution of available SDG indicators by the levels of dependency on external technical & financial assistance.	

21. Unavailable indicators by policy relevance	This report describes whether the unavailable SDG indicators are attached to a policy or logframe.
22. Feasibility to compile and produce applicable but unavailable indicators	This report describes feasibility statuses ("Easily feasible", "Feasible with strong effort", and "Not feasible even with strong effort") of the unavailable SDG indicators.
23. Potential producers for "Easily feasible" indicators	This report describes the distribution of unavailable SDG indicators, which are "Easily feasible" over the different organisations that could potentially be responsible for producing and disseminating them.
24. Potential prevailing data sources for "Easily feasible" indicators	This report describes the distribution of unavailable SDG indicators, which are "Easily feasible" over the different data source categories that could potentially be responsible for compiling them.
25. Levels of dependency on external technical & financial assistance for "Easily feasible" indicators	This report describes the distribution of unavailable SDG indicators, which are "Easily feasible" over the level of external technical and financial assistance dependency.
26. Potential prevailing data sources for "Feasible with strong effort" indicators	This report describes the distribution of unavailable SDG indicators, which are "Feasible with strong effort" over the different data source categories that could potentially be responsible for compiling them.
27. Levels of dependency on additional external technical assistance for indicators "Feasible with a strong effort"	This report describes the distribution of unavailable SDG indicators, which are "Feasible with strong effort" over the levels of additional external technical assistance dependency.
28. Levels of dependency on additional financial assistance for indicators "Feasible with a strong effort"	This report describes the distribution of unavailable SDG indicators, which are "Feasible with strong effort" over the levels of additional (external/internal) financial resources dependency.
Data Sources	
29. Implemented data sources by category	This report describes the distribution of implemented data sources over the different data source categories defined in ADAPT (Censuses and Surveys, Registers and Administrative Data, Mixed Sources and Other Data). The first column lists the data sources categories, if selected, while the second and third columns list the counts and percentages of implemented data sources over these categories, respectively. If none of the above data source categories are selected when entering the information into ADAPT, they are tabulated as Uncategorised.
30. On-going and planned data sources by category	This report describes the distribution of ongoing and planned data sources over the different data sources categories as

	defined in ADAPT (Censuses and Surveys, Registers an Administrative Data, Mixed Sources and Other Data). Th first column lists the data sources categories, if selecte while the second and third columns list the counts an percentages of ongoing and planned data sources over the categories, respectively. If none of the above data sourc categories are selected when entering the information in ADAPT, they are tabulated as Uncategorised.	
Data Plans		
31. NSDS	These reports describe information on a particular type of Data Plan: the NSDS.	
31.1 National Strategy for the Development of Statistics (NSDS) currently under implementation	This report describes the NSDS currently under implementation. The first column of the table gives the name of the NSDS, whereas the second column lists the date of actual implementation and the third column indicates the funding status (Not funded, Partially funded or Fully funded) of the corresponding NSDS.	
31.2 NSDS activities by implementation status	This report describes the implementation status of the activities of each NSDS.	
32. Data Plans (including NSDS)	These reports describe information on data plans in general (programmes of work, NSDS, etc.).	
32.1 Number of data plans (including NSDS) by implementation status	This report describes the distribution of data plans over the different implementation status categories defined in ADAPT (Being designed, Awaiting adoption, Under implementation and Expired). The first column of the table lists the different statuses, while the second and third columns list the counts and percentages of data plans over these categories, respectively.	
32.2 List of data plans (including NSDS) without monitoring framework	This report describes the data plans without attached indicators or monitoring frameworks. The first column of the table lists the names of the data plans, while the second describes their type (Operational or Strategic, as defined in ADAPT). The third column denotes the geographic coverage of the corresponding data plan.	
Costing & Budgeting	These reports draw information from costing and budgeting aspects of data plan activities.	
33. Annual cost by data plans	This report describes the annual cost of selected data plans. The values in the table cells will be the total of all annual activity costs across the budget codes. As shown below, filters can be used to narrow down the data plan results.	

34. Annual cost by budget codes	generate the rep	noland's Programme of Work d can be downloaded in eit ribes the annual cost of se	te report.
		. The values in the table cel ivity costs for each budge a plans selected.	
		Budget Code	
		Staff	
		Consultant	
		Contracts	
		Locally contracted labour	
		Travel	
		Training	
		Expendable procurement	
		Non expendable procurement	
		Hospitality	
		General operating expenses	

	The functionality of using the filters to narrow down the data plans can be used as before.
35. Annual budget by data plans	This report describes the annual budget of selected data plans. The values in the table cells will be the total of annual funding available for all selected data plans from the selected donors. The values are expressed both in numbers and in % of cost, separated by a comma. The functionality of using the filters to narrow down the data plans can be used as before. An additional filter on list of donors is included in this report.
36. Annual budget gap by data plans	This report describes the annual budget gaps of selected data plans. The values in the table cells is the difference between total annual cost and total annual budgeting (funding) available for each selected data plans by all donors. The values in % of cost. Hovering over the % figure provides both the cost and budget. The functionality of using the filters to narrow down the data plans can be used as before. For this report, in the filters, list of donors is also included.

5. Annexes

5.1 Glossary of terms

Please note:

- In most instances, the definition is derived from statistical standards developed by international organisations such as the IMF, OECD, Eurostat and ILO. Where possible, the definition has been quoted verbatim from the source.
- The sources mentioned refer to the source for the definition included in the Glossary. This may or may not be the original source for the definition itself.

SI. N o.	Term	Definition	Where it appears in ADAPT	Refer ence	Link
1	Activities	Actions taken or work performed to transform inputs into outputs. It is the second level in the results chain framework (see Glossary, below) used by ADAPT.	 Logframes -> Levels Data Plans -> Plan Content -> Levels 	OECD DAC	https://www.oec d.org/dac/peer- reviews/Develop ment-Results- Note.pdf
2	Active logframe	Logframe (see Glossary, below) that is relevant for the current time period, or "active" as of the present day.			
3	Administrator	One of the four predefined roles available in ADAPT for all authenticated users (users who are signed in). Administrators can perform every task available through <i>Site Administration</i> and <i>Users</i> , including changing other users' roles. Administrators also have complete control over all content. Although there can be multiple administrators on a single ADAPT instance, this role should be reserved to those who genuinely need full access.	1) Users -> Users Management		

4	Census	A census – a data source category (see Glossary, below) – is a survey conducted on the full set of observation objects belonging to a given population or universe.	 Indicators -> Description and Demand information -> Data Sources -> Choose Data Source Category Indicators -> Availability -> Data Sources -> Choose Data Source Category Data Sources -> Description -> Choose Data Source Category 	OECD Gloss ary	https://stats.oecd .org/glossary/det ail.asp?ID=301
5	COFOG	The Classification of the Functions of Government (COFOG) was developed in 1999 by OECD and published by UNSD as a standard classifying the purposes of government activities. In ADAPT, the classification is also used to denote the sector coverage of policies, logframes, indicators, data sources and data plans. Ten broad sectors are characterised by COFOG: General public services, Defence, Public order and safety, Economic affairs, Environmental protection, Housing and community amenities, Health, Recreation, culture and religion, Education, and Social protection	 Policies -> Description/Identifica tion -> Sector Coverage Logframes -> Description/Descripti on -> Sector Coverage Indicators -> Description and Demand Information/Identific ation -> Sector Coverage Data Sources -> Description -> Sector Coverage Data Plans -> Description/Identifica tion -> Sector 	UNSD	https://unstats.u n.org/unsd/public ation/SeriesM/Se riesM_84E.pdf (see pp. 35–74)
6	Collection	This is different from data collection (see Glossary, below). In the context of ADAPT, collection refers to a group of indicators with shared element(s), as uniquely predefined by an Administrator under the <i>Site</i> <i>Administration</i> menu. For instance, a Collection defined as "Rural development" might group indicators relating to health, security,	 Site Administration Libraries Indicator Collection Indicators -> Description and Demand Information /Identification Collection 		

7	Compliance	agriculture and other sectors relevant to rural development. Collections are a way for ADAPT users to club together indicators in a cross-cutting manner, beyond traditional groupings such as geographic levels or sectoral coverage. The extent to which a produced indicator matches the specified metadata of a required indicator. In ADAPT, compliance is observed on three criteria: Frequency,	1) Indicators -> Compliance		
		Disaggregation and Geographic level of representativeness.			
8	Contributor	One of the four predefined roles available in ADAPT for all authenticated users (users who are signed in). Contributors can create, edit or delete their own content. They cannot create, edit or delete content created by any other user, although they can view another user's content. Like Editors, users with the role of Contributor cannot access tasks available through <i>Site Administration</i> and <i>Users</i> , except the ability to modify their account information (name, email and password).	1) Users -> Users Management		
9	CT-GAP	Prepared by the High-level Group for Partnership, Coordination and Capacity-Building for Statistics for the 2030 Agenda for Sustainable Development, the Cape Town Global Action Plan for Sustainable Development Data was informally launched at the first UN World Data Forum on 15 January 2017, held in Cape Town (South Africa). It was adopted by the United Nations Statistical Commission at its Forty- Eighth Session in March 2017. The Plan calls for a commitment by governments, policy leaders and the international community to undertake key actions under six strategic areas, including:	Site Administration -> Libraries -> Logframes -> Global - > CT-GAP	UNSD	https://unstats.u n.org/sdgs/hlg/Ca pe-Town-Global- Action-Plan/

		coordination and leadership; innovation and modernisation of national statistical systems; dissemination of data on sustainable development; building partnerships; and mobilising resources. ADAPT allows for the mapping of activities in data plans with global (for example, CT-GAP) or regional frameworks.			
10	Data Collection	Data collection is the process of gathering data. Under the GSBPM (see Glossary, below), <i>Collect</i> refers to the fourth phase, which involves gathering all necessary information (data and metadata), using different collection modes (including extractions from statistical, administrative and other non- statistical registers and databases), and loading them into the appropriate environment for further processing. The Collect phase is further broken down into four subprocesses: Create frame and select sample; Set up collection; Run collection; and Finalize collection.	 Indicators -> Description and demand information/Instituti ons -> Choose role Indicators -> Availability/Institutio ns -> Choose Role Data Sources -> Organisations -> Choose Role 	OECD Gloss ary, UNEC E	https://stats.oecd .org/glossary/det ail.asp?ID=534; https://statswiki. unece.org/display /GSBPM/Generic +Statistical+Busin ess+Process+Mod el; https://gss.civilse rvice.gov.uk/wp- content/uploads/ 2016/01/Generic- Statistical- Business-Process- Model.pdf
11	Data Compilation	Data compilation refers to the preparation of data for analysis, producing intermediate outputs and final statistical results that are ready for dissemination. Under the GSBPM (see Glossary, below), this could be understood as a combination of the fifth and sixth phases, <i>Process</i> and <i>Analyse</i> , respectively. Process describes the cleaning of data and their preparation for analysis. It is made up of subprocesses that check, clean and transform input data, so that they can be analysed and disseminated as statistical outputs. Under <i>Analyse</i> , statistical outputs are produced, examined in detail and	 Indicators -> Description and demand information/Instituti ons -> Choose role Indicators -> Availability/Institutio ns -> Choose Role Data Sources -> Organisations -> Choose Role 		

		made ready for dissemination. The <i>Analyse</i> phase includes preparing statistical content (commentary, technical notes, etc.), and ensuring that outputs are fit for purpose prior to dissemination to customers.			
12	Data Dissemination	Dissemination is the release of information obtained through a statistical activity to users. Under the GSBPM (see Glossary, below), <i>Disseminate</i> refers to the seventh phase, which involves all activities associated with assembling and releasing a range of static and dynamic products via a range of channels. These activities support customers in accessing and using the outputs released by the statistical organisation. It is made up of five subprocesses: Update output systems, Produce dissemination products, Manage release of dissemination products, and Manage user support.	 Indicators -> Description and demand information/Instituti ons -> Choose role Indicators -> Availability/Institutio ns -> Choose role Data Sources -> Organisations -> Choose Role 	OECD Gloss ary, UNEC E	https://stats.oecd .org/glossary/det ail.asp?ID=534; https://statswiki. unece.org/display /GSBPM/Generic +Statistical+Busin ess+Process+Mod el; https://gss.civilse rvice.gov.uk/wp- content/uploads/ 2016/01/Generic- Statistical- Business-Process- Model.pdf
13	Data Plan	A data plan is a framework, process and product aiming to improve the production and use of data and statistics. Data plans may apply at various geographic levels (global, regional, national or subnational). They may be cross-cutting or sector- specific, and may focus on one or several organisations. Data plans include strategic plans, such as the NSDS at national level or the CT-GAP at global level. Data plans also include operational plans. Examples include NSOs' annual programmes of work, the statistical programmes of work of governmental organisations supporting the implementation of a sectoral policy, or the investment	Menu bar		

		plan in data of local development partners. In ADAPT, relevant data plans are those that focus primarily on data systems generating data and statistics that are relevant to public policy.			
14	Data Source	In ADAPT, a data source refers to datasets for indicators, with specific reference time periods. An example is a Demographic and Health Survey with 2005 as a reference period.	Menu bar	Input from RR/FF	
15	Data source category	The data source category is a classification of data sources according to the modality of data collection or compilation of the underlying datasets. In ADAPT, there are four such categories: a) Censuses and Surveys; b) Registers and Administrative Data; c) Other Data; and d) Mixed Sources (see Glossary for details on each term).	 Indicators -> Description and demand information - Data Sources -> Choose Data Source Category Indicators -> Availability -> Data Sources -> Choose Data Source Category Data Sources -> Description -> Choose Data Source Category 	Modif ied from OECD gloss ary	https://stats.oecd .org/glossary/det ail.asp?ID=6114
16	Data Validation	Data validation is an activity aiming to verify whether the value of a data item comes from the given (finite or infinite) set of acceptable values. For instance, a geographic code (field), for example for a province in Nigeria, may be checked against a table of acceptable values for the field. Under the GSBPM (see Glossary, below) , <i>Validate</i> is featured as part of the <i>Review and Validate</i> subprocess under the fifth phase titled <i>Process</i> , as well as under the <i>Validate outputs</i>	 Indicators -> Description and demand information/Instituti ons -> Choose role Indicators -> Availability/Institutio ns -> Choose Role Data Sources -> Organisations -> Choose Role 	OECD gloss ary, UNEC E	https://stats.oecd .org/glossary/det ail.asp?ID=3408

17	DDI	subprocess under the sixth phase, named Analyse. The DDI is an international standard for describing the data produced by surveys and other observational methods in the social, behavioural, economic and health sciences. DDI is a free standard that is capable of documenting and managing different stages in the research data lifecycle, such as conceptualisation, collection, processing, distribution, discovery and archiving. Documenting data with DDI facilitates understanding, interpretation, and use, by people,	1) Data Sources -> DDI Files and URL -> DDI Files available?	DDI	
		software systems and computer networks.		Allian ce	https://www.ddia lliance.org/
18	Demand	In ADAPT, demand refers to the data	Core ADAPT concept		
10		required by public policies. Data is seen as a product for which demand is expressed explicitly or implicitly, through such policies. ADAPT aims to improve the data market by better adapting data supplies to meet the demands.		Input from RR/FF	
19	Designing/Design	Design is the second phase described in the GSBPM (see Glossary, below). It refers to development and design activities, and any associated practical research work required to define the statistical outputs, concepts, methodologies, collection instruments and operational processes. It includes all design elements required to define or refine the statistical products or services identified in a business case. This phase specifies all relevant metadata ready for use at a later stage in the statistical business process, as well as quality assurance procedures. Its subprocesses are:	 Policies -> Description/Institutio ns -> Choose Role Data Sources -> Organisations -> Choose Role Under Data Plans -> Description/Institutio ns -> Choose Role 	UNEC E	https://statswiki. unece.org/display /GSBPM/Generic +Statistical+Busin ess+Process+Mod el; https://gss.civilse rvice.gov.uk/wp- content/uploads/ 2016/01/Generic- Statistical- Business-Process- Model.pdf

		Design outputs; Design variable descriptions; Design collection; Design frame and sample; Design processing and analysis; and Design production systems and workflow.			
20	Disaggregation	Disaggregation is the breakdown of observations, usually within a common branch of a hierarchy, to a more detailed level at which detailed observations are taken. With standard hierarchical classifications, statistics for related categories can be grouped or collated (aggregated) to provide a broader picture; otherwise, categories can be split (disaggregated) when finer details are required and made possible by reference to the codes given to primary observations. Disaggregation is a recurring theme in the UN Leave No One Behind agenda. The SDGs have defined their disaggregation levels as: income, sex, age, race, ethnicity, migration status, disability and geographic location. In ADAPT, various disaggregation categories are considered: Age, Country, Disease, Disability status, Level of Government, Type of Skill, etc.	 Indicators -> Description and Demand information -> Disaggregation and Frequency -> Disaggregation Indicators -> Availability -> Disaggregation and Frequency -> Disaggregation 	OECD Gloss ary, UN	http://ggim.un.or g/meetings/2017- 4th_Mtg_IAEG- SDG- NY/documents/Se ssion_3_Benjamin _Rae.pdf; https://unstats.u n.org/sdgs/files/ meetings/iaeg- sdgs-meeting- 06/20170607_up dated%20version- overview%20of% 20standards%200 f%20data%20disa ggregation.pdf; https://stats.oecd .org/glossary/det ail.asp?ID=4337
22	Editor	One of the four predefined roles available in ADAPT for all authenticated users (that is, users who are signed in). Editors may access all of the content in an ADAPT instance to view, edit or delete it. Editors may also create new content. However, they do not have access to tasks available through <i>Site</i> <i>Administration</i> and <i>Users</i> , with the exception that they are able to modify their account information.	1) Users -> Users Management		

23	Feasibility	In general, feasibility refers to the	1) Indicator ->]
25	reasibility	-	,		
		state or degree of being easily or	Availability /Identification -> No		
		conveniently done. In ADAPT, this	-		
		refers to the ease with which an	(Indicator available in		
		indicator may be produced in the	the country) and No		
		current period (the next three years)	(proxy indicators)		
		or in the near future (the next three	exist) -> Feasibility		
		to five years). A feasibility study is a			
		type of analysis used in measuring the			
		ability to and likelihood of			
		successfully completing a project,			
		including all relevant factors. It must			
		account for factors that affect it, such			
		as economic, technological, legal and			
		scheduling factors. In ADAPT, a		Oxfor	
		similar feasibility analysis for		d	https://en.oxford
		producing a new indicator can be		Englis	dictionaries.com/
		done on the basis of the following		h	definition/feasibil
		dimensions: Feasibility of compilation		Dictio	ity;
		and production, Additional technical		nary,	https://www.inve
		assistance requirements, and		Invest	stopedia.com/ter
		Additional financial resource		opedi	ms/f/feasibility-
		requirements.		a	study.asp
24	Frequency	Frequency is the rate at which an	1) Logframes ->		
		event occurs or is repeated. For	Identification/Identifi		
		instance, if a time series has a	cation -> Highest		
		constant time interval between its	frequency of		
		observations, this interval determines	monitoring		
		the frequency of the time series (for			
		example monthly, quarterly, yearly).	2) Indicators ->		
			Description and		
			demand information -		
			> Disaggregation and		
			Frequency ->		
			Frequency		
			3) Indicators ->		
			Availability ->		
			Disaggregation and	OECD	https://stats.oecd
			Frequency ->	gloss	.org/glossary/det
			Frequency	ary	ail.asp?ID=3655

25	CANAGO	The Concerns Articity MA 11 f	I		
25	GAMSO	The Generic Activity Model for Statistical Organizations (GAMSO) describes and defines the activities that take place within a typical statistical organisation. It extends and complements the GSBPM by adding further activities needed to support statistical production. It comprises three hierarchical levels. The top level includes, in turn, four broad activity areas: Strategy and leadership, Capability management, Corporate support and Production. The second level of Strategy and leadership contains the sub-activities of Capability management and Corporate support. The third level is a textual description of the second level. The Production activity area corresponds to the GSBPM (see Glossary, below) v5.0, where it is described in detail. The overarching GSBPM processes (quality and metadata management) have a cross- cutting nature and influence GAMSO		UNEC	http://www1.une ce.org/stat/platfo rm/display/GAMS O/GAMSO+v1.0, https://ec.europa .eu/eurostat/cros /system/files/GA
26	Geographic coverage	in different layers. This is the geographic area (for example, state, country or region) that is covered by a policy, logframe, indicator, data source, data plan or organisation.	 Policies -> Description/Identifica tion -> Geographic Coverage Logframes -> Description/Descripti on -> Sector Coverage Indicators -> Description and demand information/Identific ation -> Geographic Coverage Indicators -> Availability/Identifica tion -> Geographic Coverage 	E	MSO%20(1).pdf

	[1
			5) Data Sources ->	
			Description ->	
			Geographic Coverage	
			6) Data Plans ->	
			Description/Identifica	
			tion -> Geographic	
			Coverage	
			5	
27	Geographic level	Geographic levels are a hierarchy of	1) Site Administration	
		administrative regions in a given	-> Geography ->	
		territory. These are uniquely defined	Levels	
		in ADAPT for each instance. The		http://support.pa
		various geographic levels possible		ris21.org/adapt/a
		include: Global -> Regional ->		dapt-
		National -> Sub-national (for		concepts/glossary
		example, Province -> District)		-terms/g
28	Global	This means "worldwide". In ADAPT,	1) Policies ->	
		this is the highest geographic level.	Description/Identifica	
			tion -> Geographic	
			Coverage	
			2) Logframes ->	
			Description/Descripti	
			on -> Sector Coverage	
			Ŭ	
			3) Indicators ->	
			Description and	
			demand	
			information/Identific	
			ation -> Geographic	
			Coverage	
			4) Indicators ->	
			Availability/Identifica	
			tion -> Geographic	
			Coverage	
			5) Data Sources ->	
			Description ->	
			Geographic Coverage	
			- · · · · · · · · · · · · · · · · · · ·	
			6) Data Plans ->	
			Description/Identifica	
			tion -> Geographic	
			Coverage	
			Coverage	

20	CCDDM	Enderred by the UN OFCO I			
29	GSBPM	Endorsed by the UN, OECD and Eurostat, the Generic Statistical Business Process Model (GSBPM) is a means to describe statistics production in a general and process- oriented way. In other words, it describes and defines the set of business processes needed to produce official statistics. It provides a standard framework and harmonised terminology to help statistical organisations modernise their statistical production processes, as well as to share methods and components. The GSBPM can also be used to integrate data and metadata standards, as a template for process documentation, to harmonise statistical computing infrastructures, and to provide a framework for process quality assessment and			
		process quality assessment and improvement. It comprises three levels: Level 0, the statistical business process; Level 1, the eight phases of the statistical business process; and Level 2, the subprocesses within each phase.		UNEC E	https://statswiki. unece.org/display /GSBPM/IIntrod uction
30	Impact	The long-term effects produced by a policy. It is the fifth and highest level in the results chain framework (see Glossary, below) used by ADAPT.	 Logframes -> Levels Data Plans -> Plan Content -> Levels 	OECD DAC	https://www.oec d.org/dac/peer- reviews/Develop ment-Results- Note.pdf
31	Implementing	In general, Implementing refers to the process of putting a decision or plan into effect or execution. In ADAPT, it is featured in the context of an institutional role (for a policy or data plan) that usually follows Designing and precedes Monitoring & Evaluation .	 Policies -> Description/ Institutions -> Choose Role Data Plans -> Description/Institutio ns -> Choose Role 	Oxfor d Englis h Dictio nary	https://en.oxford dictionaries.com/ definition/implem entation

22	Indicator	An indicator or more energifically a	Monubar		
32	Indicator	An indicator, or more specifically a statistical indicator, is the representation of statistical data for a specified time, place or any other relevant characteristic, corrected for at least one dimension (usually size) to allow for meaningful comparisons. It is a summary measure related to a key issue or phenomenon and derived from a series of observed facts. Indicators can be used to reveal relative positions or show positive or negative change. By themselves, indicators do not necessarily contain all aspects of development or change; however, they contribute significantly towards explaining them. They enable comparisons over time between, for instance, countries and regions, and in this way assist in gathering "evidence" for decision making.	Menu bar	EuroS tat	http://ec.europa. eu/eurostat/statis tics- explained/index.p hp/Glossary:Statis tical_indicator https://www.oec d.org/doc/poor
		resources used for a policy. It is the first and lowest level in the results chain framework (see Glossary,	Levels 2) Data Plans -> Plan	OECD	d.org/dac/peer- reviews/Develop ment-Results-
		below) used by ADAPT.	Content -> Levels	DAC	Note.pdf
34	Organisations	In ADAPT, Organisations describe the institutions involved and their roles and responsibilities relating to logframes (as either owners or contributors) or data sources (as designers, data disseminators or data collectors)	 Logframes -> Description/Organisa tions -> Data Sources -> Description -> Organisations -> Choose role 		
35	Levels	This refers to the different hierarchies of the results chain framework , starting from Inputs -> Activities -> Outputs -> Outcomes -> Impacts	 Logframes -> Levels Data Plans -> Plan Content -> Levels 		
36	Logframe	A logframe (or logical framework) is a way of structuring the results chain framework of the M&E elements of a policy or data plan.			

37	Mapping	Mapping is the action of linking different objects (such as policies) over a common element (such as sectors) in ADAPT. Policies can be mapped on the basis of common sectors; common (or repeating) Indicators can be mapped across different (or same) policies or logframes; and data plans can be mapped based on common activities. <i>(See Box 7 – Mapping in ADAPT)</i>	 Policies -> Mapping Indicators -> Mapping -> Reflection between demands/Reflection within demands Data Plans -> Mapping 		
38	Means of Verification	This is the expected source of information to measure the performance of an indicator.	1) Data Plans -> Track Progress -> Indicators -> Means of Verification		
39	Metadata	Metadata is data that define and describe other data.		OECD Gloss ary	https://stats.oecd .org/glossary/det ail.asp?ID=5136
40	Mixed (Data) Sources	This data source category denotes data that are obtained using a combination of sources rather than purely one source, such as surveys, administrative records and satellite data.	 Indicators -> Description and Demand information -> Data Sources -> Choose Data Source Category Indicators -> Availability -> Data Sources -> Choose Data Source Category Data Sources -> Description -> Choose Data Source Category 		

41	Monitoring	MQT is at the beaut of avid-	Coro ADADT correct		
41	Monitoring and	M&E is at the heart of evidence-	Core ADAPT concept		
	Evaluation (M&E)	based policy making. It provides a			
		core set of tools that stakeholders can			
		use to verify and improve the quality,			
		efficiency and effectiveness of			
		interventions at various stages of			
		implementation, or, in other words,			
		to focus on results. Monitoring and			
		evaluation are synergistic processes.			
		Monitoring can be defined as the			
		continuous process of collecting and			
		analysing information to assess how			
		well a project, program, or policy, is			
		performing. It relies primarily on			
		administrative data to track			
		performance against expected			
		results, make comparisons across			
		programs, and analyse trends over			
		time. Monitoring usually tracks			
		inputs, activities, and outputs, though			
		occasionally it includes outcomes as			
		well. Monitoring is used to inform			
		day-to-day management and			
		decisions.			
		Evaluation can be defined as periodic,			
		objective assessments of a planned,			
		ongoing, or completed project,			
		program, or policy. Evaluations are			
		used to answer specific questions,			https://stats.oecd
		often related to design,			.org/glossary/sear
		3 /			ch.asp,
		implementation, and results.		Worl	https://siteresour
		It is the process whereby the activities		d	ces.worldbank.or
		undertaken by ministries, agencies		Bank	g/EXTHDOFFICE/R
		and development organisations are		Grou	esources/548572
		assessed against a set of objectives or		р <i>,</i>	6-
		criteria. This may include an		р, OECD	1295455628620/I
		assessment of programme outputs,		Gloss	mpact_Evaluation
		outcomes or impacts.			_in_Practice.pdf
				ary	
42	Monitoring and	Same as a results chain framework	Core ADAPT concept		
	Evaluation (M&E)	(See Glossary, below), but with			
	framework	indicators.			

				 1
43	National	In ADAPT, this is the third highest geographic level (after Global -> Regional), indicating reach that is nationwide or relating to a single country.	 Policies -> Description/Identifica tion -> Geographic Coverage Logframes -> Description/Descripti on -> Sector Coverage Indicators -> Description and demand information/Identific ation -> Geographic Coverage Indicators -> Availability/Identifica 	
			Availability/Identifica tion -> Geographic Coverage 5) Data Sources -> Description -> Geographic Coverage	
			6) Data Plans -> Description/Identifica tion -> Geographic Coverage	
44	National Development Plan	A National Development Plan (NDP) is a structured nationwide public policy of a government that involves medium- or long-term priorities and the steps or activities necessary to achieve the objectives defined in them. It usually includes indicators to monitor progress towards the achievement of these objectives.	Policies menu bar	
45	NSDS	A National Strategy for the Development of Statistics (NSDS) is a national framework, process and product for statistics development aiming to mainstream statistics into national policy and planning processes; producing information responding to the needs of the various users; mainstreaming sectors and other players into the NSS; coordinating the entire NSS;	Data Plans menu bar	

46	Observation Value	responding to data challenges; delivering a country-led data revolution; and building statistical capacity across the "statistical value chain".		SDMX	SDMX (2016) (http://sdmx.org/))
47	Other Data (Sources)	Apart from traditional data sources such as censuses, surveys and administrative records, ADAPT also accounts for emerging types of data sources. Examples are: - Satellite and remote sensing: the process of acquiring information about an object from a distance, that is, without physical contact. Remote sensing usually refers to image acquisition by means of satellite sensors or aerial photography). - Scanner and sensor data: this includes, for example, detailed data on sales of consumer goods obtained by scanning the bar codes for individual products at electronic points of sale in retail outlets; the data can provide detailed information about the quantities, characteristics and values of goods sold, as well as their prices. - social media and webscraping: a form of copying in which specific data is gathered and copied from the web,	 Indicators -> Description and Demand information -> Data Sources -> Choose Data Source Category Indicators -> Availability -> Data Sources -> Choose Data Source Category Data Sources -> Description -> Choose Data Source Category 		https://stats.oecd .org/glossary/det ail.asp?ID=4522;
		typically into a central local database or spreadsheet, for later retrieval or analysis.		OECD Gloss ary	https://stats.oecd .org/glossary/det ail.asp?ID=5755
48	Outcomes	This captures the short- or medium- term effects of a policy. It is the fourth level in the results chain framework (see Glossary, below) used by ADAPT.	 Logframes -> Levels Data Plans -> Plan Content -> Levels 	OECD DAC	https://www.oec d.org/dac/peer- reviews/Develop

					ment-Results- Note.pdf
49	Outputs	Products, capital goods and services resulting in changes relevant to outcomes. It is the third level in the results chain framework (see Glossary, below) used by ADAPT.	 Logframes -> Levels Data Plans -> Plan Content -> Levels 	OECD DAC	https://www.oec d.org/dac/peer- reviews/Develop ment-Results- Note.pdf
50	Period of time	The population, statistical units and variables relate to specific times, which may be limited to a reference time point (for example, a specific day) or a reference period (such as a month, calendar year or fiscal year) A period of time usually refers to a length of time with a start date and an end date. Therefore, these values are applicable to this duration or a "period of time".	 Indicators -> Availability Data Sources -> Identificatio n 		https://ec.europa .eu/eurostat/stati stics- explained/index.p hp/Glossary:Refer ence_period; https://stats.oecd .org/glossary/det ail.asp?ID=3104
50	Plan Content	In the context of ADAPT, this is similar to <i>Logframes</i> under <i>Data Plans</i> , where the activities, inputs, outputs, outcomes and impacts of the given data plan can be described.			
51	Point-in-time	Some data, such as population variables, relate to one specific time, a reference time point (for example, a specific day, or the population on 1 January). Therefore, these values refer to a "point in time".	 Indicators -> Availability Data Sources -> Identificatio n 		https://ec.europa .eu/eurostat/stati stics- explained/index.p hp/Glossary:Refer ence_period; https://stats.oecd .org/glossary/det ail.asp?ID=3104
51	Policy	A policy or a public policy is a formal plan of action adopted or proposed by a state organisation in the public interest to address society's needs or problems. In ADAPT, these may refer to global, regional, national, subnational, sectoral, etc. development plans.	Menu bar		
52	Priority	The different indicators required in a policy or plan may have differing degrees of importance or priority.	1) Site Administration -> Libraries -> Indicator Priorities		

	Γ			
		ADAPT allows for assigning up to three levels of priority.	2) Indicators -> Description and Demand Information /Identification -> Priority	
53	Proxy Indicator	This is an indirect measure that approximates or represents a phenomenon in the absence of a direct measure. For example, for SDG Indicator 6.1.1 – "The proportion of population using safely managed drinking water services" – a proxy can be developed by using measurements including (i) the proportion of population below the poverty line; (ii) the proportion of population consuming clean water; and (iii) the proportion of population with access to improved sanitation.		
54	Reference Period	A reference period is the time period for which statistical results are collected or calculated and to which, as a result, these values refer. The time period may be either a calendar year (reference year), a fiscal year, a semester, a quarter, a month or even a day. The reference period should be distinguished from the publication time, the period or point in time at which the statistical data are published. The publication year of statistical results may be significantly later than the reference year for which they were collected. Population, statistical units and variables relate to specific times, which may be limited to a reference time point (such as a specific day) or a reference period (for example, a month, calendar year or fiscal year).	1) Data Sources -> Identificatio n	https://ec.europa .eu/eurostat/stati stics- explained/index.p hp/Glossary:Refer ence_period; https://stats.oecd .org/glossary/det ail.asp?ID=3104

					,
54	Regional	In ADAPT, this is the second highest geographic level, below <i>Global</i> but above <i>National</i> . It usually refers to a group of countries, such as the Association of Southeast Asian Nations (ASEAN) or sub-Saharan Africa.	 Policies -> Description/Identifica tion -> Geographic Coverage Logframes -> Description/Descripti on -> Sector Coverage Indicators -> Description and demand information/Identific ation -> Geographic Coverage Indicators -> Availability/Identifica tion -> Geographic Coverage Data Sources -> Description -> Geographic Coverage Data Plans -> Description/Identifica tion -> Geographic 		
			Coverage		
55	Registers and Administrative Data	This is a data source category (see Glossary, above) that refers to datasets collected or compiled primarily for administrative use and not for statistical purposes. Examples are tax records and social security data.	 Indicators -> Description and Demand information -> Data Sources -> Choose Data Source Category Indicators -> Availability -> Data Sources -> Choose Data Source Category Data Sources -> Description -> Choose Data Source Category 	OECD Gloss ary	https://stats.oecd .org/glossary/det ail.asp?ID=4328

56	Results-Chain Framework	The results chain framework (RCF) is the causal sequence for a development intervention (or, simply, policy) that stipulates the necessary sequence to achieve desired objectives, beginning with inputs, moving through activities and outputs, and culminating in outcomes and impacts. It describes the sequence of the underlying M&E elements of a policy or data plan, and is captured in ADAPT under <i>Logframes</i> , for <i>Policies</i> , and <i>Data</i> <i>Plans -> Plan Content</i> , for <i>Data Plans</i> .	Core ADAPT concept	OECD DAC	https://www.oec d.org/dac/peer- reviews/Develop ment-Results- Note.pdf
57	SDG Global Indicators	This refers to the SDG Global Indicator framework and to the targets of the 2030 Agenda for Sustainable Development. The framework consists of a set of 17 goals, 169 targets and 232 unique indicators that UN Member States are expected to use to frame their agendas and political policies as part of the 2030 Agenda.	1) Site administration -> Libraries -> Logframes -> Global	UNSD	https://unstats.u n.org/sdgs/indicat ors/indicators- list/
58	Sector Coverage	This refers to the sectors (health, education, defence, etc.) that are covered by a policy, logframe, indicator, data source or data plan. In ADAPT, sectors are categorised on the basis of COFOG (see Glossary, above) .	 Policies -> Description/Identifica tion -> Geographic Coverage Logframes -> Description/Descripti on -> Sector Coverage Indicators -> Description and demand information/Identific ation -> Geographic Coverage Indicators -> Availability/Identifica tion -> Geographic Coverage Data Sources -> Description -> Geographic Coverage 		

			6) Data Plans ->	
			, Description/Identifica	
			tion -> Geographic	
			Coverage	
59	Subscribers	One of the four predefined roles	1) Users -> Users	
		available in ADAPT for all	Management	
		authenticated users (users who are		
		signed in). Subscribers can view all		
		content; however, they do not have		
		any other permissions. Subscribers		
		can modify their account information (name, email and password). In		
		ADAPT, all new users are assigned the		
		Subscriber role by default.		
60	Sub-national	In ADAPT, this is the fourth highest	1) Policies ->	
		geographic level (after Global -> Regional -> National) pertaining to a	Description/Identifica tion -> Geographic	
		certain aspect within a country.	Coverage	
		Examples are provinces, states,		
		districts and villages.	2) Logframes ->	
			Description/Descripti	
			on -> Sector Coverage	
			3) Indicators ->	
			Description and	
			demand	
			information/Identific	
			ation -> Geographic	
			Coverage	
			4) Indicators ->	
			Availability/Identifica	
			tion -> Geographic	
			Coverage	
			5) Data Sources ->	
			Description ->	
			Geographic Coverage	
			6) Data Plans ->	
			Description/Identifica	
			Description/identified	

			Γ	1	
1			tion -> Geographic		
			Coverage		
61	Supply	In ADAPT, supply refers to the state of	Core ADAPT concept		
		data availability, directly linked with			
		past, present and future data			
		productions. ADAPT aims to improve			
		the data market by better adapting			
		data supply to meet demands.			
62	Survey	A survey is a data source category	1) Indicators ->		
		(see Glossary, above) that refers to an	Description and		
		investigation of the characteristics of	Demand information		
		a given population by collecting data	-> Data Sources ->		
		from a sample of that population and	Choose Data Source		
		estimating its characteristics through	Category		
		the systematic use of statistical			
		methodology. It covers any activity	Indicators ->		
		that collects or acquires statistical	Availability -> Data		
		·	Sources -> Choose		
		data. In ADAPT, various types of			
		surveys are considered: household or	Data Source Category		
		individual surveys, enterprise and	3) Data Sources ->		https://stats.oecd
		establishment surveys, community-			-
		based surveys, etc.	Description -> Choose	Gloss	.org/glossary/det
1			Data Source Category	ary	ail.asp?ID=2620
63	Unit of	A unit of measurement is the actual	1) Site administration		
	measurement	unit in which the associated values	-> List Management->		
		are measured. In ADAPT, indicators	Unit of Measurement		
		can be entered in various units of			
1			2) Indicators ->		
1		measurements, displayed under Site	Description and		
1		Administration -> List Management.			
1			demand		
			information/Identific	OECD	https://stats.oecd
			ation-> Unit of	Gloss	.org/glossary/det
			Measurement	ary	ail.asp?ID=2806
				~.,	2
L			l		

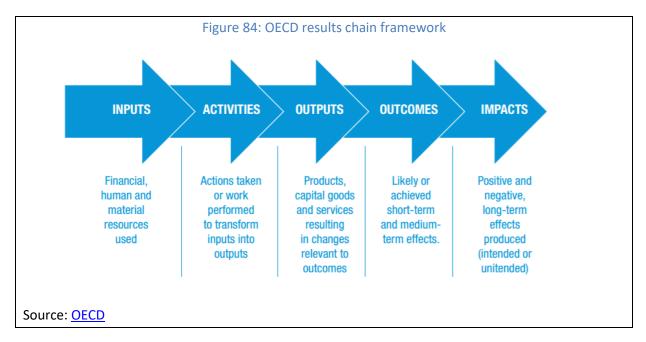
64	Values	Values refer to the actual names of the specific goals, impacts, objectives (or any other levels of the results chain framework) articulated under <i>Logframes</i> , for <i>Policies</i> , and under <i>Data Plans -> Plan Content</i> , for <i>Data</i> <i>Plans</i> . For example, a value for SDG Goals may be "1 – End poverty in all its forms everywhere". The number of values for each level of the results chain framework may also be found under <i>Logframes -> Levels</i> .	 Logframes - >Values Logframes -> Levels -> Values 3) Data Plans -> Plan Content -> Levels -> Values 			
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5.2 The results chain framework in ADAPT

5.2.1 Enforcing a common terminology

A results chain framework articulates the different levels or stages of results that an intervention – a project, programme or policy – is expected to deliver. It typically encompasses inputs and activities that lead to intermediary outputs or outcomes, which in turn are followed by longer-term objectives (generally referred to as "impact"). Thus, the framework describes the essential elements of the logical and expected cause-effect relationships among inputs, intermediate results or outputs, and impact.

There is a diverse range of results chain frameworks, with methodologies that may not always be harmonised. The <u>OECD DAC</u> defines the results chain as "[t]he causal sequence for a development intervention that stipulates the necessary sequence to achieve desired objectives, beginning with *inputs*, moving through *activities* and *outputs*, and culminating in *outcomes*, *impacts*." A *result* in itself could be the output, outcome or impact of the development intervention, depending upon the timeframe under consideration. Figure 71 provides an illustration of the framework.



The results chain forms a part of the broader results management process, which includes planning, budgeting, implementation, monitoring and evaluation. It provides a model that enables policy-makers and planners to think about resource allocation and for the causal link between inputs, activities and desired certain changes to be produced. In ADAPT, the results chain for policies is captured in the Logframe menu, while the results chain for data plans is available under the *Data Plans* menu, within the *Plan Content* subfield. Therefore, ADAPT adopts the terminology proposed by the OECD.

In practice, plans and policy documents do not use the exact same terminology as the OECD-DAC definitions. In this case, for comparison purposes, it might still be important to examine the relevant results chain framework and attempt to map it with the underlying ADAPT logical framework that follows OECD-DAC.

5.2.2 A practical example

Suppose that we wish to enter the *Vanuatu National Sustainable Development Plan (2016-2030)* into ADAPT. We could proceed in the following manner.

The plan describes an M&E framework structure with three pillars, each having goals and objectives, with indicators attached to policy objectives as shown in figure 72.

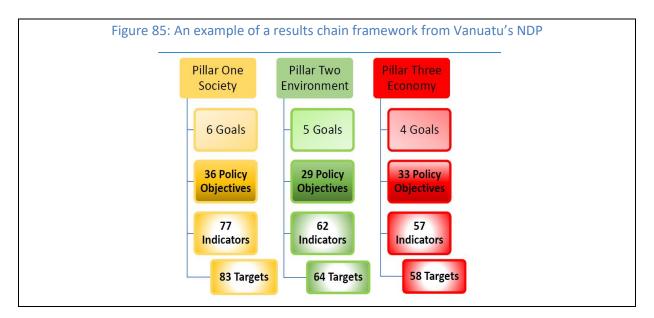


Figure 73 indicates the six goals of the first pillar (*Society*). The first goal is further expanded to display its first policy objective and attached indicators and targets in figure 74, to provide a bird's-eye view of the plan's M&E structure. All other pillars follow the same structural logic.

Figure 86: Goals of Vanuatu's NSDP

		SOCI	IETY PILLAR		
		soc 1	Vibrant cultural identity		
		soc 2	Quality Education		
		soc 3	Quality Health Care		
		soc 4	Social Inclusion		
		soc 5	Security, Peace and Justice		
		SOC			
		6	Strong and Effective Institutions		
SOCIETY 1 : : A Nation ba future generations		6 results	Effective Institutions		
SOCIETY 1: : A Nation ba future generations Policy Objective	sed on traditional governance and Chr	6 results ristian princip	Effective Institutions chain fram ples, which underpi	nework of Vanuatu's NS	skills and knowledge
	sed on traditional governance and Chr	6 results	Effective Institutions chain fram ples, which underpi irgets 2030	nework of Vanuatu's NS nour culture and continue to bestow life Baseline	skills and knowledge SDG Alignment
SOCIETY 1: : A Nation ba future generations Policy Objective SOC 1.1: Promote and protect indigenous	SMART Indicators SOC 1.1.1 Proportion of population speaking indigenous language daily SOC 1.1.2 Proportion of population	6 results ristian princip Ta Ta Ta y sui	Effective Institutions chain fram ples, which underpi rgets 2030 ID: NSDP Baseline	nour culture and continue to bestow life Baseline 72% National (2012 Pacific Living Conditions Survey fact sheet) 92% National (2012 Alternative	skills and knowledge SDG Alignment 11.4
SOCIETY 1: : A Nation ba future generations Policy Objective SOC 1.1: Promote and	SMART Indicators SOC 1.1.1 Proportion of population speaking indigenous language daily SOC 1.1.2 Proportion of population language learned indigenous	6 results ristian princip Ta Ta Ta Su Su first TB Su	Effective Institutions chain fram ples, which underpi rigets 2030 ID: NSDP Baseline rivey ID: NSDP Baseline rivey	nour culture and continue to bestow life Baseline 72% National (2012 Pacific Living Conditions Survey fact sheet) 92% National (2012 Alternative Indicators of Well-being pilot report)	skills and knowledge SDG Alignment 11.4
SOCIETY 1: : A Nation ba iuture generations Policy Objective SOC 1.1: Promote and protect indigenous	SMART Indicators SOC 1.1.1 Proportion of population speaking indigenous language daily SOC 1.1.2 Proportion of population	6 results ristian princip Ta	Effective Institutions chain fram ples, which underpi regets 2030 ID: NSDP Baseline rvey ID: NSDP Baseline	nour culture and continue to bestow life Baseline 72% National (2012 Pacific Living Conditions Survey fact sheet) 92% National (2012 Alternative	skills and knowledge SDG Alignment 11.4

To translate the results chain framework of Vanuatu's plan (above) into the ADAPT *Logframe*, which is slightly different, the corresponding results chain nodes could be overlapped, as below:

Table 10: Operationalising the results chain framework in ADAPT – example 1

ADAPT levels	Vanuatu's National Sustainable Development Plan	Indicators linked? Y/N

	M&E framework	
Inputs		
Activities		
Outputs	Policy Objectives	Yes
Outcomes	Goals	No
Impacts	Pillars	No

Only three levels in Vanuatu's NSDP correspond to the ADAPT levels, due to the absence of inputs or activities. We may also note that the Society, Environment and Economy pillars could also be interpreted as "Improving Society, the Environment and the Economy", as they effectively indicate long-term *Impact* areas or sectors. Similarly, the Goals could be reinterpreted consistently as *Outcomes* and Policy Objectives as *Outputs*, for the purposes of entering them into ADAPT. Figure 75 below shows how the information above is displayed in the ADAPT window:

Logframes Indicate	ors Data Sources Data Plans Reports					Version: V1.1-1 Last update: 2018-05-22 12
•	Create new logframe Description Levels Values Cha	art				Save Cance Completeness - 0%
t	Pillars	Impacts	× ×	Indicators	Values: 0	0
	Goals	Outcomes	× ×	Indicators	Values: 0	0
	Policy Objectives	Outputs	× *	Indicators	Values: 0	0

Similarly, for *Data Plans*, we take the case of Rwanda's second National Strategy for the Development of Statistics (2014/15-2018/19), which describes the "Implementation and budget plan", a portion of which is given in Figure 76:

Figure 89: Rwa	anda's National Strategy	for the	e Develo	pment of S
			Respo	onsibility
Number	ACTIVITIES	Priority	Main responsible	Partners
	Dbjective 1: Strengthening civil registration and other sources of data	system, adn	ninistrative reco	ords, surveys &
Strategy 1.1	Strengthen vital statistics			
1.1.1	Further develop the national system of civil registration and vital statistics (tools, trainings, TWG and Steering committee)	1	NISR	MINALOC, MoH, NIDA, MINEDUC, MINIJUST
Strategy 1	.2 Strengthen administrative records and st	atistics		
1.2.1	Improve business registries	2	RDB	NISR MINICOM, PSF
1.2.2	Strengthen administrative records in Education sector	2	MINEDUC	NISR
1.2.3	Strengthen administrative records in Health sector	2	МоН	RBC, NISR
1.2.4	Strengthen administrative records in Justice, reconciliation, law and order sector	2	MINIJUST, RNP	NISR, MINENTER

In ADAPT, one way to enter this information consistently is depicted below.

Table 11: Operationalising the results chain framework in ADAPT – example 2

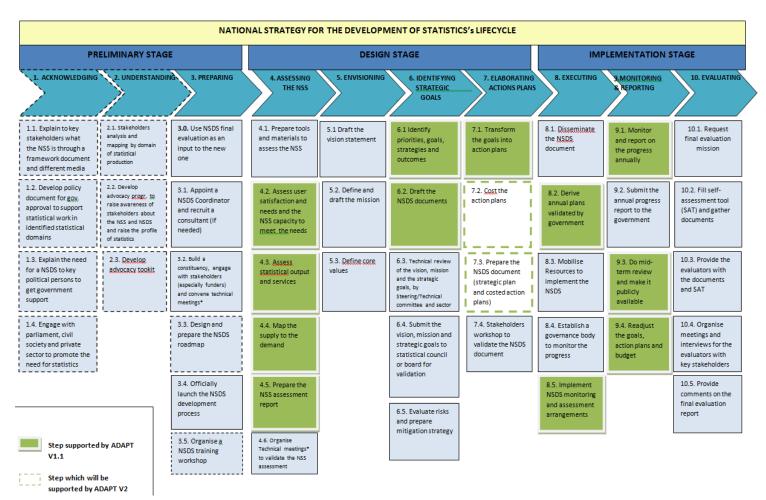
ADAPT levels	Rwanda's NSDS Implementation and Budget Plan	Indicators linked? Y/N
Inputs		
Activities	Activities	No
Outputs	Strategy	No
Outcomes	Strategic Objectives	No
Impacts		

Figu	ure 90: Visualising the	e results chain framewo	rk in ADAPT -	- example 2	
4: ators Data Sources Data Plans	Reports				Version: V1.1-1 Last update: 2018-05-22 14:0
E Create new data	plan				Save Cancel Completeness - 0%
Identification Linked Policies Institutions Files & URL Plan Content Monitoring Framework	Levels Values Strategic Objective Strategy Activities	Outcomes Outputs Activities +Add Level	X ¥ X ¥ X ¥	Values: 0 Values: 0 Values: 0	

Note that the *Plan Content* option under the *Description* tab of the *Data Plans* menu has been selected, instead of the *Monitoring Framework* option, as the Implementation and budget plan above does not mention any indicators.

The NSDS M&E framework, if mentioned in the document, can be entered into ADAPT using the same logic of mapping ADAPT levels of the results chain framework onto the NSDS M&E levels.

5.3 ADAPT and the NSDS lifecycle



Version 1.0 (Source: PARIS21, July 2018)

5.4 Bulk Upload feature for indicators

In a nutshell

When it is necessary to upload large volumes of data, ADAPT V1.1.1 offers a *Bulk Upload* feature that relies upon Microsoft Excel. This functionality may be used to input indicators into ADAPT, given the usually large volume of data that this section involves.

Bulk uploading involves the following six stages:

- 1. Create the *Policy* or *Logframe* associated with the indicators. Whenever there is a logframe attached, then the results chain needs to be created along with it. When indicators have no primary link, no other elements need to be created.
- 2. Download the spreadsheet template for data entry, which is based on the primary link (if there is one).
- 3. Input data into the first sheet of the downloaded template in appropriate columns, using the keys or ID provided in the other sheets.

- 4. Upload the compiled file.
- 5. Validate the compiled file.
- 6. Import the validated data.

How to proceed

The following steps provide a quick walkthrough of the bulk upload feature for indicator data.

After logging into ADAPT, click on *Site Administration*. Then, go to *Bulk Upload -> Indicators*. These two steps are shown in the figures below.

	igure 91: Accessing th	e Bulk Upload feature
Staging Server		Rajiv Ranjen (System Administration) & 1 Sign Out Ste Administration) Users weips Registri
A Policies Logframes Indi	ators Data Sources Data Plans Reports	
ADAPT Is an user-produce comparing d actually prod ADAPT aims capacity gaps ADAPT produce contributions	ed Data Planning Tool agile data planning tool providing an effective interface. ADAT identifies data gaps by ta demanded in key policies with the data ced and available. to help fill these data gaps and associated by improving data plans. ces a wide range of key <u>reports</u> based on of the various development stakeholders inputs, ies logframes and data sources.	Indicators Indicators Determent Public Policies Data Sources (upply) Data Plans Emitted Determent Det
Staging Server ADAPT Posces Logframes Ind About Current version	ators Data Sources Data Plans Reports Version: V1.1.0	Rujv Runjun (System Administrator L Sign Out Site Administratori Users Help English
Update history Settings Customise	Build version: V1.1.0 - 70 Last update: 2018-09-28 15:42:56 Release date: Release note:	
Translations Language Labels Geography New levels Lists Digamations Departments Digagregation variables Indicator / rotifies Indicator / collection Library		
Policies Logframes Data plans Organisations Bulk upload Indicators		

Clicking on *Indicators* results in the following screen:

Figu	re 92: Bulk-uploading indicators	– a first glance
Staging Server		Rajiv Ranjan (System Administrator) 🔔 Sign Dut Site Administration Users Help English
A Policies Logframes Indic		
About Current version Update history	Bulk-upload - Indicators Sep 1 - Download template Step 2 - Upload file Step 3 - Validation & Import	
Settings Customise	Choose primary link Choose primary link	
Translations Language Labels		
Geography Area levels		
Lists Organisations Departments		
Unit of measurement Disaggregation variables Indicator / priorities		
Indicator / priorities		⊜
Policies		

There are three tabs on top of the resulting form, representing the three steps involved in the bulk-upload process. Step 1 consists in downloading the Microsoft Excel template to fill in the data to be uploaded and imported; in Step 2, the Microsoft Excel file is filled in or updated with data and uploaded; and Step 3 is for validation and importing the data.

Now, we will explore the step in further detail.

Step 1: Download template

The primary link associated with the indicators should be chosen. The options are *Logframes*, *Policies* and *No Links*, as shown below.

	Figure 93: What to enter in <i>Step 1 – Download template</i>						
Staging Serv ADAPT	er 💰	Raylv Rasjan (System Administration) []. [Sign Out Site Administration Users Help English					
A Policies		eports					
About Current version Update history	Bulk upload - Indicato Step 1 - Download template	- Upload Tile Step 3 - validation & Import					
Settings Customise	Choose primary link	Choose primary link					
Translations Language Labels		Logfane Policy No Link					
Geography Area levels							
Lists Organisations Departments							
Unit of measurement Disaggregation variab Indicator / priorities							
Indicator / collection Library Policies							

Let us take the example of logframes.

If the primary link type chosen is *Logframe*, then the subsequent fields will offer options to select the language and the logframes available in the instance. A similar process is followed in other choices. This is illustrated in the figures below:

	Figure 94: Choo	osing the link and langua	ge
Staging Server			Rajiv Ranjan (System Administrator) 🛓 Sign Ou Site Administration Users Help Englis
🕐 Policies Logframes Indic	ators Data Sources Data Plans Report		
About Current version Update history	Bulk upload - Indicators Step 1 - Download template Step 2 - Uplo	ad file Step 3 - Validation & Import	
Settings	Choose primary link	Logframe	
Customise	Choose language	English	-
Language Labels	Choose logframe	Choose logframe	•
Geography		AU2063_URT	
Arealevels		BB Logframe Blank Log CARICOM_Mainland	
Organisations Departments		CARLCOM_URT EAC2050_URT	
Unit of measurement Disaggregation variables		Economic Development and Poverty Reduction Strategy - II_logframe Feb Logframe	
Indicator / priorities Indicator / collection	L		
Library			•
Policies			

After selecting the language and the logframe, click on the *Download* button to download the Microsoft Excel file. These two activities are illustrated in Figure 82 below.

F	igure 95: Downloading the	Microsoft Excel file
Staging Server ADAPT	>	Ragiv Ranjan (System Administrator) 🛦 Sign Out Site Administration Users Help English
n Policies Logframes In		
About Current version Updath https: Settings Customes Translations Liders Geography Area levels Liders Organisations Organitations Organitations Und finasurement Diagregation validies Vedicator / priorities Vedicator / priorities	Bulk upload - Indicators Step 1 - Download templane Step 2 - Upload file Step 3 - Validation & Choose language English Choose language File Year Development Plan for Price Year Development Plan for	
	cators Data Sources Data Plans Reports	
About	Bulk upload - Indicators	
Current version Update history	Step 1 - Download template Step 2 - Upload file Step 3 - Validation & In	nport
Settings	Choose primary link Logframe	•
Customise		
Translations	Choose language English	*
Language	Choose logframe Five Year Development Plan for	Tanzania 2016/17 - 2020/21 *
Labels		Download
Geography Area levels Lists Organizations Departments Unit of measurement Dosaggregation variables		
Area levels Lists Organisations Departments Unit of measurement. Disaggregation variables Indicator / priorities		
Area levels Lists Organisations Departments Und of measurement. Disaggregation variables Indicator / prointies Indicator / collection Library		•
Area levels Lists Organisations Departments Unit of measurement Disagregation variables indicator / priorities indicator / collection		e Dror al

Open the Microsoft Excel file. For the example outlined above, it will look like this:

		В	6	D	E				3				V			м	N
	A Id	Level key	C User-defined ID		-		Short name	Uni		Sector coverage	Definition	Formu	la Rationale	Concepts	Comment	ts and limitations	Indicator Tie
2	27300	33919	C010101	1.1.1	Proportion of pop	pulation below	t		31	2 5290 Tř	he indicator Pro		Monitoring poverty	is ir In assessing	po Five countries	- Bangladesh, Cabo	v
	27301		C010201	1.2.1	Proportion of pop				31		he national pov		Monitoring nationa	I po [,] In assessing		rty estimates are der	
	27302 27303		C010202 C010301	1.2.2	Proportion of me Percentage of the				31		he indicator refl		Access to at least a	hari Social prote		to start compiling da ed through an admir	
	27304		C010401	1.4.1	Proportion of the					2 5290;5292	ine maleutor ren		Access to at least a	busi social protes		is indicator is curren	
	27305		C010402	1.4.2	Proportion of tota								1.4. Tenure systems incr				
	27306 27307		C200303 C010502	1.5.1 1.5.2	Number of deaths Direct disaster eco								ation The Sendai Framew ation The Sendai Framew				
			O P Priority Collect		Q Disaggregation	R		S December 2	T	U ons Data source category	V	W	X Indicator (observatio	Y n Point-in-	Z Period-of-	AA Data disser	
	muica	orner	Phoney collec		isaggregation	Geographic	overage	y y	rganisatio	ons Data source category	Applicability	Reason	value) available in the country?		time	(publication/data nam	abase) releas
				491;1	10;11;379		5089	5297 0		5212	2 1			0			
				10;11				5297 0			1			0			
					1;491;379 96;4768;513;491;		5089 5089	5297 0			1			1			
5				11;45	10;4708;515;491;	2	5089				1			0			
1				11;49	99		5089				1			0			
3					;4978;10;11;4768						1			0			
9				4978	5188	5089;5090					1			0			
4			В		AC	AD		AE		AF	AG		AH	A		AJ	
			emination tabase) release		lability - Avai gregation	ilability - Geog coverage	raphic	Availability Frequency		vailability - Organisations	Availability - I Sources	Data P	revailing data source category	Comprehensiver microdata to		Additional exter assistance require	
		lir						,						indicator (obse (Curr	rvation value)		
										306 5230;1306 5230			5211 5211		5255		
t										306 5230;1306 5230			5211		5255		
										806 5230			5264				
										306 5230			5211				
t										308 5230 308 5230			5217 5217				
)									13	308 5230			5264				
)										308 5230;1306 5230			5217 5217				1
									13	308 5230			5217				
1			AK		A			AM		AN							
			sistance requii statistical busi					external tec ce requirem		Additional financial resource requirement							
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The downloaded workbook contains the data previously entered in the ADAPT instance.

The first sheet of the workbook contains multiple columns starting with "Id", "Level key" and "User-defined ID" etc.

The column – "Id", contains machine-generated codes for the indicators. The column – "Level key", contains the level of the indicators as per the results-chain already defined in the ADAPT instance (one can view the details of the results-chain in the sheet named *Level*). The column – "Hierarchy" contains the serial numbers of the indicators previously entered.

Note! To <u>add a new</u> indicator in the template, one **must** fill-in the columns - "Level key" and "Hierarchy". "Level key" values can be repetitive but values in "Hierarchy" can only be unique. The column "Name of indicator" can have repetitive values.

Do not fill-in any values in Column A ("Id").

In some columns such as "Sector coverage", "Disaggregation" and "Geographic coverage" etc., multiple values can be entered separated by semicolon (;).

For other columns such as "Availability – Organisation", values are entered in pairs. In such columns, you must enter the codes in pairs with a pipe symbol (|) as a connector (in this case, between organisation and its role).

e.g. In the UNSD-Nepal instance of ADAPT, for now, the code for "CBS" is 1306 and the code for the role of "Data compilation" is 5228. Therefore, the entry in the column "Availability – Organisation" would be 1306|5228 for the CBS with the role of data compiler for a specific indicator.

To fill in other columns, please refer to the other sheets in the workbook.

Remember! Data should be entered only in the sheet named *Indicators*.

Save the Microsoft Excel file after adding or updating data. In the example below, an indicator called "TestIndicator" is added at level 3 833. We will now see how it is uploaded and imported into ADAPT.

A	В	С	
1 35		4.2.4.1	Electrical Power (generation in MW)
2 359	3841	4.2.4.2	Electricity – Regions connected to national grid
3 359	3841	4.2.4.3	Electricity – national grid length (in km)
4 359	3 3841	4.2.4.4	Electricity – Per capita consumption (KWh)
5 359	3841	4.2.4.5	Reduced Power losses (%)
6 359	3842	4.2.5.2	Population using internet (%)
7 359	3842	4.2.5.3	Proportion public institutions connected to e-Government
8 112	14 3842	4.2.5.4	test
9 225	53 3842	4.2.5.5	test123rajiv
0 35	78 3833	4.3.1	Ease of doing business (Global Ranking)
1 359	3833	4.3.2	Starting Business (Global Rank)
2 359	3833	4.3.3	Dealing with Construction Permits (Global Rank)
3 36	3833	4.3.4	Getting Electricity (Global Rank)
4 360	3833	4.3.5	Registering Property (Global Rank)
5 36	3833	4.3.6	Getting Credit (Global Rank)
6 36	3833	4.3.7	Protecting Investors (Global Rank)
7 36	3833	4.3.8	Paying Taxes (Global Rank)
8 36	3833	4.3.9	Trading Across Borders (Global Rank)
9 360	3833	4.3.10	Enforcing Contracts (Global Rank)
0 360	3833	4.3.11	Time to Export (Days)
1 360	3833	4.3.12	Cost to export
2 360	3833	4.3.13	Documents to export
3 2254	48 3833	4.3.14	Rajiv
4 2254	49 3833	4.3.15	Ranjan
5 225	50 3833	4.3.16	First test
6 225	51 3833	4.3.17	Second test
7 225	52 3833	4.3.18	another test
8	3833		TestIndicator
9			
0			
1			

This brings us to step 2 of the Bulk Upload process.

Step 2: Upload File

Going back to the ADAPT screen, on the next tab, *Step 2 – Upload file*, select the destination of the new or updated data by selecting the primary link, language and the specific primary link (here, *Logframe*). Then, select the Microsoft Excel file with the new or updated data, by clicking on *Browse*. Once the file has been chosen, click on the *Upload* button. The process is shown below.

Staging Server	<u> </u>	Rajiv Ranjan [System Administrator] 💄 Sign C Site Administration Users Help Engl
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About	Bulk upload - Indicators	
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Jpdate history	Step 1 - Download template Step 2 - Upload file Step 3 - validation & import	
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Library Policies		Rajiv Ranjan [System Administrator] 1 Sign C
About Current version Update history Settings Customise Translations Language Labels	Indicators Data Sources Data Plans Reports Bulk upload - Indicators Step 1 - Download template Step 2 - Upload File Step 3 - Validation & Import Choose primary link Logframe Choose language English Choose logframe Five Year Development Plan for Tanzania 2016/17 - 2020/21 Choose filled in template	Rajiv Ranjan [System Administrator] 🛓 Sign O Site Administration Users Help Engl • • • • • • • • • • • • • • • • • • •
ibrary holicies	Bulk upload - Indicators Step 1 - Download template Step 2 - Upload file Step 3 - Validation & Import Choose primary link Logframe Choose language English Choose logframe Five Year Development Plan for Tanzania 2016/17 - 2020/21	Site Administration Users Help Engl
ibrary olicies	Bulk upload - Indicators Step 1 - Download template Step 2 - Upload file Step 3 - Validation & Import Choose primary link Logframe Choose language English Choose logframe Five Year Development Plan for Tanzania 2016/17 - 2020/21	Site Administration Users Help Engl
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The progress of the upload will be shown as in Figure 87.

	Figure 100: Uploading in progress	
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Step 3: Validation & Import

Once the file has been successfully uploaded (when the progress bar shows "100%"), step 3 will automatically start. It will result in the following screen:

ADAPT												Rajiv	r Ranjan (System Administrator) 🛓 Sign Site Administration Users Help Eng
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Area levels													
Lists													
Organisations													
Departments	2	3740	4688	1.1.1	Annual rate of inflation 111		312		Inflation is defined as the rate of change of the cost of a fixed "market basket" of goods and				Method of Computation: The CPI is complied L software that employs the current period to pr price relative version of the Laspeyres index cc
Unit of measurement									services consumed by households over a period of a				formula. This formula is sometimes referred tr Lapsers index formula, inflation rate= (CPix+1
Disaggregation variables									year - it measures changes in prices, but not expenditure. It				Overview: It is the rate of change of the CPI ov year. It is the rate of change of Consumer Price
indicator / priorities									is measured as a percentage increase/decrease in prices.				period of a year. Comments and Limitations: R Inflation indicates the real purchasing power o
indicator / collection									Essentially it enables a comparison of purchasing power from year to year.				terms of tangible goods that money can buy. V up, there is a decline in purchasing power. For annual rate of inflation is 2 %, then a product c
Library									power norn year to year.				now cost Tshs. 1.02. Maintaining inflation at les:

Note the *Number of indicators* count at the top right of the screen. Also, note the number of new records within the brackets shown next to the option *Append only new records* (which is preselected by default). Note that there are no validation errors; therefore, the *Import* button is active. Clicking on the *Import* button will lead to the following confirmation screen.

		FIE	ur	e 10	iz: imp	orun	ginai	cator	data into A	DAP	. 1		
Staging Server												Raji	/ Ranjan [System Administrator] 💄 Sign O
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Lists	1	Id			Name of indicator		Unit of	Sector coverage	Definition	Formula	Rationale	Concepts	Comments and limitations
Organisations			key	position		Name/Alias	measurement						
Departments													
Unit of measurement													
Disaggregation variables		3740	1600		Annual rate of				inflation is defined as the rate				Method of Computation: The CPI is compiled u
Indicator / priorities	-	5740	1000		inflation 111				of change of the cost of a fixed "market basket" of goods and				software that employs the current period to pr price relative version of the Laspeyres index co
Indicator / collection									services consumed by households over a period of a				formula. This formula is sometimes referred to Lapsers index formula. Inflation rate= (CPIx+1 Overview: It is the rate of change of the CPI ov-
Library									year - it measures changes in prices, but not expenditure. It is measured as a percentage				year. It is the rate of change of the CP ov year. It is the rate of change of Consumer Price period of a year. Comments and Limitations: R

Once you click on the *OK* button, the breakdown of indicators is provided as follows. The only additional indicator is shown against the *Number of indicators* created option. As there were no updates, the number next to the *Number of indicators* updated is zero.

		Fi	gur	e 10)3: Viev	wing	the re	ecently	imported	dat	а		
Staging Server ADAPT	>											Rajiv	v Ranjan [System Administrator] 💄 Sign Out Site Administration Users Help English
n Policies Logframes In	idicators Da	ita Sou	ces	Data P	lans Repor	ts							
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Organisations													
Departments													
Unit of measurement													
Disaggregation variables	2	3740	4688	1.1.1	Annual rate of		312		Inflation is defined as the rate				Method of Computation: The CPI is compiled L
Indicator / priorities Indicator / collection					inflation 111				of change of the cost of a fixed "market basket" of goods and services consumed by households over a period of a				software that employs the current period to pr price relative version of the Laspeyres index cc formula. This formula is sometimes referred to Lapsers index formula. Inflation rate= (CPIx+1)
Library Policies									year - it measures changes in prices, but not expenditure. It is measured as a percentage increase/decrease in prices. Essentially it enables a				Overview: It is the rate of change of the CPI ow year. It is the rate of change of Consumer Price period of a year. Comments and Limitations: R Inflation indicates the real purchasing power o terms of translble ecods that money can buy. V

In ADAPT, the uploaded indicator is now visible, as shown below. Note the serial number, which is automatically generated. Further data can then be input following the above procedure, indicator by indicator.

rch Indicators				Delete Cancel Save								
ter by: Logframes 🔻												
Five Year Development Plan for Tanzania	Link with primary: Logframe Policy No Link Five Year Development Plan for Tanzania 2016/17 - 2020/21 *											
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EAC2050_URT	4 - ENABLING ENVIRONMENT	/ 4.3 - Improving Performance in Ease of Doing	Business									
CARICOM_URT CARICOM_Mainland SPC_23	Theme (Impacts)	Sector 0										
SDG Global Indicators_Sustainable Develo	1 MACROECONOMIC >>	▲ 4.1 Macroeconomic → Stability										
GLR_SR TLR_TestLogframeRajiv TLR_TestLogframeRajiv2	2 INDUSTRIALIZATION AND ECONOMIC TRANSFORMATION	4.2 Infrastructure and w Services										
TLR_New FL_Rajiv	3 HUMAN + DEVELOPMENT	4.3 Improving Performance in Ease										
SDG Global Indicators_SDG	4 ENABLING ₩ ENVIRONMENT	of Doing Business										
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	Organisations Data Sources	Name of indicator	Testindicator									

5.5 IT/Security-related information

Database-driven application

ADAPT is a database-driven web application built using MySQL, PHP and JavaScript, wherein multiple users are able access the tool simultaneously in a distributed environment that is connected through the Internet.

Distributed solution architecture

ADAPT distribution is maintained centrally. The central repository allows users to access and clone the latest version of centrally managed library items, such as the metadata of globally required SDG indicators.

Cloud-based

ADAPT is based on a cloud infrastructure and delivered as software-as-a-service. It is designed to take advantages of cloud computing. For example, it has a rapid deployment time, as no additional hardware or software installation is required from the user. User access occurs instantaneously, without delays; the shared code-base facilitates faster upgrades; and given the seamless, dynamic expansion of computing resources, the software can be scaled-up quickly, with usage and/or users.

Hosting and domains

The hosting of ADAPT instances is offered by PARIS21.

Each instance of an authorised ADAPT is identified through a subdomain of the URL adapt.paris21.org. The subdomains follow the ISO 3166-1 alpha-2 codes, which are two-letter country codes defined in ISO 3166-1, part of the ISO 3166 standard published by the International Organization for

Standardization (ISO). For example, in the case of the United Republic of Tanzania, the ADAPT URL is tz.adapt.paris21.org.

For authorised ADAPT instances at the second level, below the country level, an alpha-3 code are used. This is represented as the alpha-2 code for the country, followed by up to three characters (including numbers). For example, in the case of Jalisco, Mexico, the URL for ADAPT is mx-jal.adapt.paris21.org.

Sandbox instances of ADAPT are available at the URL adapt**sbx**.paris21.org. In this case, each instance of ADAPT has a subdomain of two-digit numbers, which are randomly generated by the system upon creation by the users.

Back-up and recovery

To protect and restore ADAPT and the data contained therein, regular backups are taken at the cloud infrastructure level. Lost data can be recovered by the central administration.

Supported browsers

ADAPT supports the latest stable versions of the following browsers: Google Chrome, Mozilla Firefox, Microsoft Edge and Internet Explorer.

5.5 Domestication of SDGs To be added in the next version

6. References

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