Tips and tricks to collect and monitor data: sharing lessons on KoBo Collect
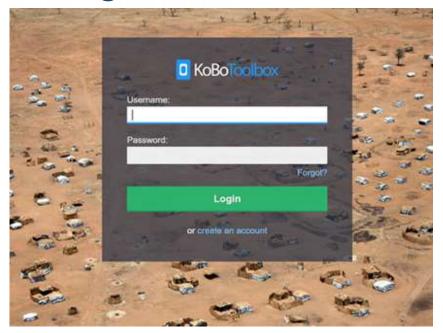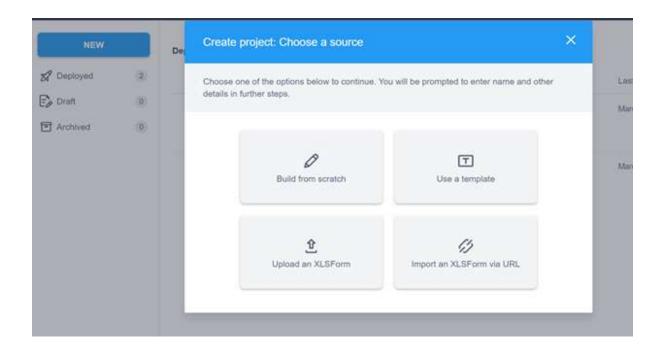

KoboToolbox

Rami Assaf – Evaluation Analyst

Outline

- Introduction
- Project creation
- Deployment
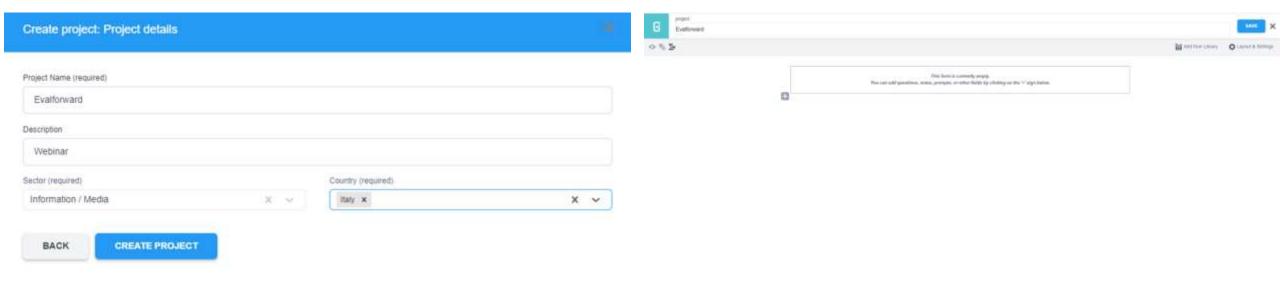- Data Collection
- Pros + Q&A

Introduction

- Kobo Toolbox is an **open-source platform** for the collection, management, and visualization of data.

- Kobo Toolbox is developed for practitioners, by practitioners. It is intuitive to use and accessible and can be used **offline**, on **any device**.

- It is a **free to use** platform for all nonprofit organizations.

- **Data** processed on behalf of the user **is not accessed** by Kobo.

- Users have the option of applying **advanced encryption** and, in some countries, sign a **Data Processing Agreement (DPA).**

- It is widely used among **UN agencies** and organizations.

All the above information is referenced from Kobo Toolbox website
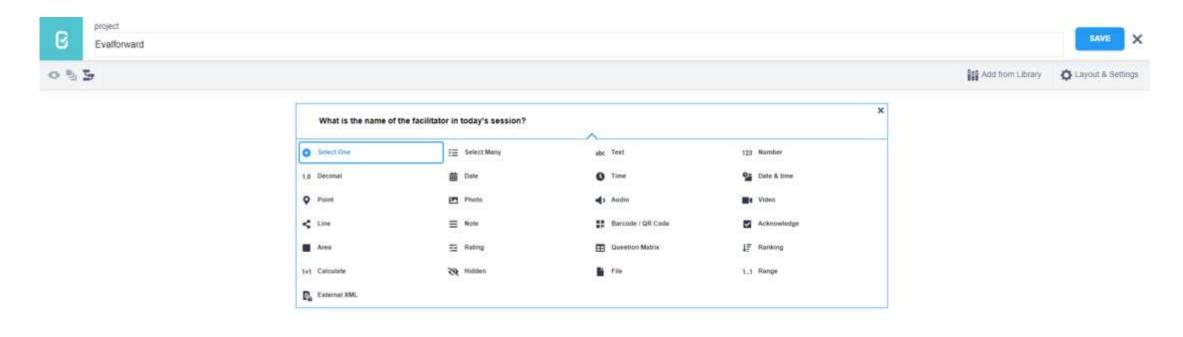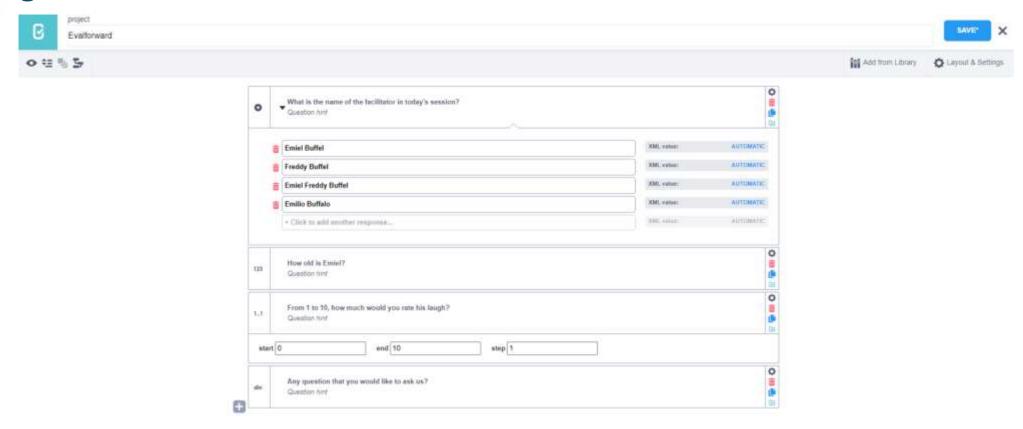
Project creation

1. Start by signing up and creating a profile (Global or EU-based server) – www.kobotoolbox.org

2. Create a project by choosing a source (For today's webinar, we will build from scratch)

Project creation

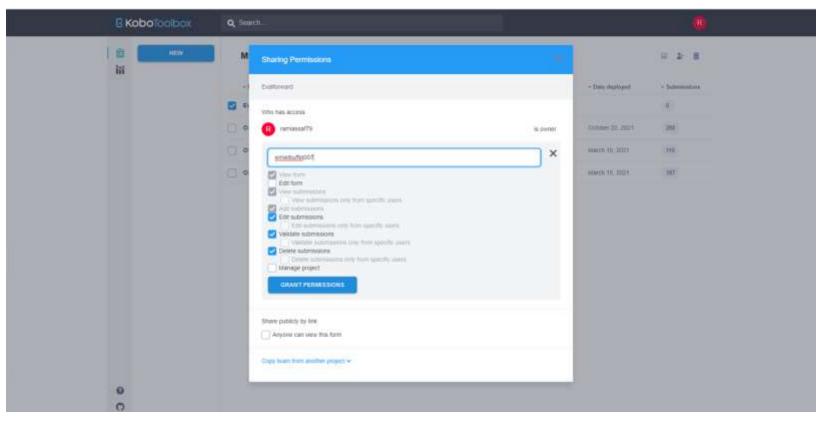3. Insert project details and create the project
4. Start filling your form

Project creation

5. Create your questions and add them to the project (survey)

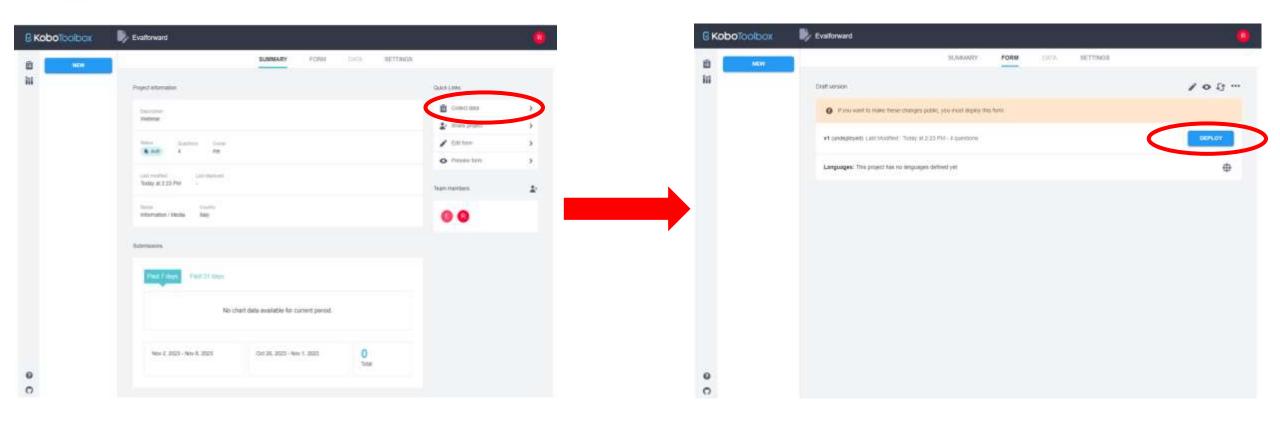# Project creation

6. Finalize your questions and save the project

Deployment

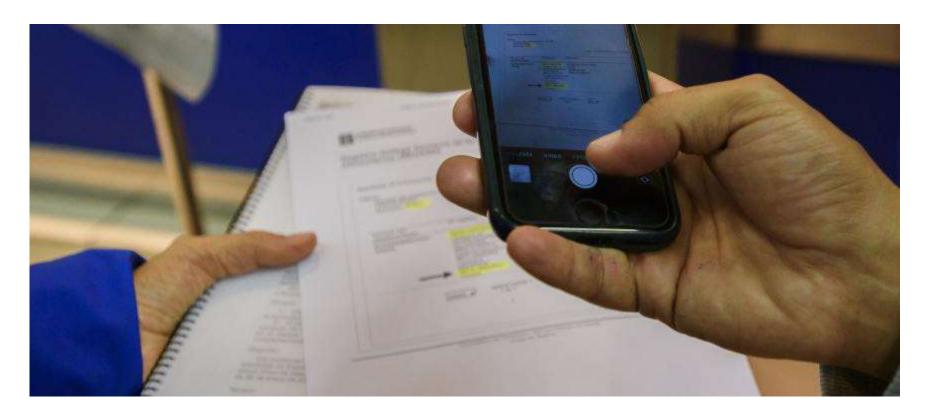7. Grant Access to collaborators/enumerators to your project/survey

Deployment

8. Enter your project → Collect data → Deploy form so you can launch the data collection phase
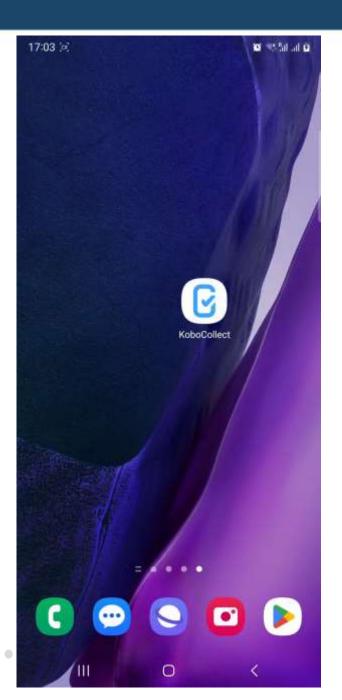
Data Collection

9. Collect data (Yourself or collaborators/enumerator)
   - Through your computer – Observe live examples
   - Through your cell phone (Next slide)

Data Collection

There is a transition period between URLs until the 29th of February 2024 – After this date, the server URL needs to be changed to https://kc-eu.kobotoolbox.org or https://kc.kobotoolbox.org depending on your server – This is only for people with existing profile before 1 September 2023.

Pros of using Kobo Toolbox

- Strengths:
  - Easy to use
  - Offline and on any device → A big advantage for field data collection
  - Custom reports and exportable datasets (XLS, CSV, etc…)
- Safety of data
- Expert support for organizations (Paid services) to take it a step further

**Food and Agriculture
Organization of the
United Nations**

Thank you! Questions?