

PARTICIPANT'S GUIDE

Welcome to the **DHIS2 Customization** course, part of the DHIS2 Fundamentals courses program. In the Introduction to DHIS2 course, you gained an overview of DHIS2 and how it can be used to handle large amounts of data from various sources and formats, generate visualizations, and make informed decisions. In this course, we will explain **how to customize your own DHIS2 instance** to build your organisation's unit hierarchy, create data sets that enable data collection, and configure disaggregations and indicators to facilitate data analysis, among other features.

What will I learn?

After completing this course, you'll be able to customize a blank DHIS2 system using the DHIS2 Maintenance app to create and edit:

- An organisation unit hierarchy
- Data elements
- Data element disaggregations
- Data sets
- Indicators
- User access and permissions settings

What are the course prerequisites?

You need to complete the Introduction to DHIS2 course before starting this course.

How will I learn?

In each module, you will find the content presented in text and videos of approximately 5-10 minutes in length, followed by ungraded knowledge check questions and step-by-step activities that will guide your practice within the DHIS2 training instance. At the end of each module, you will find the graded activities in the form of quizzes and assessment labs. To get ready for the graded labs, you will find pre-lab exercises that will guide you on how to design your DHIS2 instance. You will find more about the types of graded and ungraded activities and the grading policy in the next section.

You'll need to pass the module quizzes and assessment labs to earn the course certificate.

You can watch the videos at your leisure or download them to watch later. You can also use the speed button to control the pace of the videos or the transcripts provided if you need them.

Course structure

DHIS2 Customization is comprised of 8 modules:

- **Module 0: Start here** (40 min)
- **Module 1: What can be customized in DHIS2** (1 h)
- **Module 2: Creating organisation units** (2h 20 min)
- **Module 3: Creating categories** (1 h 30 min)
- **Module 4: Creating data elements** (1 h 15 min)
- **Module 5: Creating data sets and configuring sharing settings** (2 h 45 min)
- **Module 6: Creating indicators** (2 h 10 min)
- **Module 7: What's next?** (10 min)

Module 0 – Start here (40 min)

- Pre-course Survey
- About the course
- Using the Online Academy platform
- Introductions

Module 1 - What can be customized in DHIS2 (1 h)

- Overview of the module
- Introduction to DHIS2 Customization
- DHIS2 design principles
- Maintenance app
- Module quiz
- Module summary
- Feedback Survey

Module 2 – Creating organisation units (2 h 20 min)

- Overview of the module
- Orientation to the Training databases
- Creating an organisation unit hierarchy, group, and group set
- Module quiz
- Pre-lab exercise

- Module lab
- Module summary
- Feedback Survey

Module 3 – Creating categories (1 h 30 min)

- Overview of the module
- Orientation to categories
- Module quiz
- Pre-lab exercise
- Module lab
- Module summary
- Feedback Survey

Module 4 – Creating data elements (1 h 15 min)

- Overview of the module
- Orientation to data elements
- Module quiz
- Pre-lab exercise
- Module lab
- Module summary
- Feedback Survey

Module 5 – Creating data sets and configuring sharing settings (2 h 45 min)

- Overview of the module
- Creating data sets
- Sharing settings
- Module quiz
- Pre-lab exercise
- Module lab
- Module summary
- Feedback Survey

Module 6 – Creating indicators (2 h 10 min)

- Overview of the module
- Orientation to indicators
- Module quiz
- Pre-lab exercise
- Module lab
- Module summary
- Feedback Survey

Module 7 – What's next? (10 min)

- Next steps
- End-of-course Survey

How long will it take to complete the course?

We estimate the course will take approximately 12 hours to complete. This includes the review of all videos, and completing the ungraded and graded activities. As this is a self-paced course, this may vary slightly for each learner.

Ungraded activities

In this course you will find several opportunities to check your understanding using ungraded activities and assess your progress through graded ones.

There are three types of ungraded activities:

- **Knowledge Check Questions**
 - Ungraded multiple choice, true or false or drag and drop questions that you will find after each video. Once you submit each question, you will be able to read the explanation in case you need to refresh some concepts.
 - The purpose of knowledge check questions is to help you check your understanding and reinforce the key concepts covered in the videos. You will have unlimited attempts to respond correctly to each question.
- **Activities**
 - In most of the videos, you will see demonstrations of tasks performed in DHIS2. For you to have the chance to try those tasks, we have created activities as step-by-step guides to show you how to perform the same tasks in our training database. You can also go beyond our instructions and explore the database. This will be your playground to interact with DHIS2. Note that specific instructions on how to access the training databases will be provided before starting each activity.
- **Pre-Lab Exercises**
 - Assignments in which you will reflect on what type of customization you will perform in DHIS2 and how to design those configurations before interacting with the platform. Pre-Lab exercises are needed to successfully complete the graded labs.

How do I pass the course?

The course consists of 2 types of graded activities that contributes to your final grade: quizzes and assessment labs.

Quizzes: At the end of each module you will find a graded quiz that will assess your comprehension of the main concepts of DHIS2 Customization. The quizzes combined contribute to 25% of your final grade. Each quiz consists of 4 or 5 questions and is worth 4 - 5% of your final grade.

Labs: In the graded labs you will apply the knowledge gained in each module. Labs combined contribute to 75% of your final grade. There are total of 5 assessment labs throughout the course and each one makes up 15% of your final grade:

- Module 2: Creating organisation units (15%)
- Module 3: Creating categories (15%)
- Module 4: Creating data elements (15%)
- Module 5: Creating data sets and configuring sharing settings (15%)
- Module 6: Creating indicators (15%)

You will have unlimited attempts to successfully pass the Labs, but to pass, you need to complete all the practical steps correctly. Therefore a passing grade for each lab is 100%.

To pass the course, you need to reach the minimum of 80% from both types of graded activities combined.

Academy Certification

Upon completion of the course with a passing grade, your certificate will be available to view and download on the **Dashboard**, **Profile**, and the course **Progress** tab.

In order to download your certificate, open the certificate page, and use the Print command of your browser (Ctrl+p for Windows users) and print it to PDF as an electronic document.

What is the course timeline?

This course is self-paced, which means there are no set deadlines, and you can go through it as fast or as slow as you prefer. This course does not currently have a set end date. In

the event that an end date is scheduled, you will be notified with enough time to finish your work in the course.

Practical information

System Requirements

To access the course, you will need a device with an internet connection. You will also need speakers or headphones since all of the videos are narrated. We recommend the use of either Firefox or Chrome web browser. We do not recommend Internet Explorer.

How do I get support?

For technical support, please select the “Need Support?” tab at the top of the academy. You can find a link to our support portal, where you can submit a support request.