

How to Access DAD Somaliland

To access the *DAD Somaliland* application, use the following link:

<http://dad.synsys.com/dadsomaliland>.

Overview

The *Development Assistance System for Somaliland (DAD Somaliland)* is an automated information management system which is designed to improve efficiency and coordination of donor activities in Somaliland. It is also a powerful tool for tracking and analyzing aid flows. The system serves as the main database and data collection and reporting system as it ensures effective access to the aid data.

The main objective of *DAD Somaliland* is to serve as a reliable and credible source of information on external aid offered to Somaliland to support the Government in effectively managing development assistance and promoting the accountable and transparent use of resources.

DAD Somaliland is a powerful tool that allows the user to view project data organized into lists, reports, and charts. In *DAD Somaliland*, the user is able to present the project data in the form of different analytical reports in the List, Chart, and Report modules, memorize/save the reports, print them, and export them into PDF, MS Word and MS Excel format files.

DAD Somaliland is designed to provide quick access to the project and aid data remotely via Internet. Once you have accessed the application, you can view the project data stored in the database, add new projects, edit existing ones, etc.

In the current design, *DAD Somaliland* is composed of the following applications:

- **Projects** – this application is designed to track the ongoing projects that are financed from external sources, e.g. donor, international NGOs, etc. Once you have accessed this application, you are able to view project details, track aid flows to the country and create analytical reports in the List, Chart, and Report modules. Moreover, in this application you can add new projects or modify the information of existing projects through a built-in online Data Entry module.
- **MDG Profile** - this application is designed to track and manage the progress towards the targets and indicators outlined in the Millennium Development Goals (MDG). Once you have accessed this application, you are able to view information and create analytical reports in the List, Chart, and Report modules. Moreover, in this application you can add information about the progress made towards the Millennium Development Goals (MDGs) through a built-in online Data Entry module.

DAD Somaliland provides a web-based user interface and requires a web browser pre-installed.

To ensure more flexibility and a more user-friendly environment, *DAD Somaliland* has been implemented as a bi-lingual system allowing the users to view the data presented in the system in two languages: English and Somali.

How to Log into DAD Somaliland

The starting screen of *DAD Somaliland* is the *Login Screen*.

To log in, you should validate yourself with the username and password and then click the **Login** button.

Note: The password is case sensitive.

The system is designed in such a way that it allows public users to enter it without registration. Public users wishing to view data should click the **Enter** button in the *Enter as a Public User* section in the *Login Screen*.

How to Sign Up for an Account

The *DAD Somaliland* application provides an interactive and secure way to access information, services, and functions listed in the system. To start using the system, you need to sign up for an account.

In order to register for a username and password, follow the steps below:

1. Click the **Request a new account** link in the *Login Screen*. A *User Registration Form* will appear.

2. Fill in the information requested.
3. Click the **Submit** button to submit the inserted information.

If your registration is approved, you will receive a notification message to the e-mail address provided when signing up for an account.

DAD Somaliland Analytics Structure

DAD Somaliland consists of the following main sections:

- **My Portfolio** module – used for quick access to the projects registered in the DAD Somaliland system by the user's group.
- **List** module – used to create and execute ad-hoc queries on the data, and to acquire results in the form of a list.
- **Chart** module – used to filter and display the data in a chart form.
- **Report** module – generates complex reports over one or more criteria and presents the output in the printable and user-friendly format.

My Portfolio Module

The My Portfolio section of the DAD Somaliland application provides quick access to the projects added by the corresponding user.

In the My Portfolio module, you may see a list of draft and submitted projects. Each project created in DAD Somaliland either from the My Portfolio module or Projects application should get submitted first in order to become public and official.

Project ID	Project Title	Updated By	Updated On	Ready for Submission
02421	SUPPORT TO SOMALIA SECURITY SECTOR AGREEMENTS (INVAHSA W/INGENP)	Local Admin (SPDF)	15-Feb-2011	Not Ready
02422	SUPPORT TO POLITICAL AGGREEMENTS COUNSELLING/INFORMATION TRAINING	Local Admin (SPDF)	15-Feb-2011	Not Ready
02423	Support for community Education FGD project in Somaliland	Ali Fakara (International Solidarity Foundation)	29-Feb-2013	Not Ready
02424	Somaliase Practice Programme	Local Admin (SPDF)	05-Jul-2011	Not Ready
02425	Somali Support (Sanitation) phase II	Local Admin (SPDF)	13-Feb-2011	Not Ready
02426	Somali Fisheries and Traditional Livestock peace initiatives	Local Admin (SPDF)	13-Feb-2011	Not Ready
02427	Somali Fisheries and Traditional Livestock peace initiatives	Local Admin (SPDF)	13-Feb-2011	Not Ready
02428	Somali Public and Early Development Project: Phase II (OP/DFP II)	Amara Price (SPDF)	09-Mar-2011	Not Ready
02429	Somali Institutions and Capacity Development Project (ICAD)	Local Admin (SPDF)	17-Feb-2011	Not Ready
02430	Somali reproductive programme phase II 2007-2010	Amara Price (SPDF)	15-Feb-2011	Not Ready

In the My Portfolio section of the DAD Somaliland application, you can:

- Add a project by clicking the **Create New Project** button and providing the information requested in the project data entry form.
- View the details of existing projects.
- Edit the details of existing projects by clicking the project title and making the changes in the project data entry form.

Note: Editing permissions for records in My Portfolio can be based on the user (whether the user has created the record) or user's group (whether someone from the group the user belongs to has created the record). All these permissions are granted and managed from the DAD Somaliland Administration Center by the system administrator.

List Module

In the List module of the DAD Somaliland application, you can create and execute ad-hoc queries on the data, and acquire results in the form of a list.

Funding Agency / Project	Title	Committed (USD)
E Africa Environment Trust (AET)		2,041,153
European Bank for Reconstruction and Development (EBRD)		19,399
Australia		1,623,495
Austria		367,877
Bureau of Population, Refugees and Migration (PRM USA)		892,209
Canada		394,596
Central Europe and the Baltics (CEEB)		70,114
Central European Free Trade Agreement (CEFTA)		82,102,209
Denmark		30,202,211
FAO		149,378
EU		5,918,362
Finland		1,659,249
Finland (EU)		1,659,249
Finland (EU) (EU)		1,659,249
Finland (EU) (EU) (EU)		1,659,249
Government of Japan		80,183,249
Japan		80,183,249
Netherlands		7,451,481
Netherlands Government		139,209
OSCE		40,298,745
OSCE (EU)		40,298,745
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In the List section of the DAD Somaliland application, you can:

- Expand the list item level to view the information of the sub-level(s) by clicking the '+' sign next to the name of the list item.
- Sort the list entries by column value by clicking the name of the column. This will sort the list alphabetically or numerically depending on the type of data entered into that column. The upward- or downward-pointing arrow that appears on the column can reverse the order of the list.
- Browse among the list items by clicking the number link of the page to navigate to. The **Previous** and **Next** buttons are used to navigate back and forth through the list pages.
- Hide the images which are displayed in the list to make it load quicker.
- Modify the list that is currently displayed in the module by clicking the **Modify Current View** link at the top right corner of the List screen. When modifying the current view, you may add new groupings and columns to the list or remove the selected ones, reorder them, etc. You may also set the new view as default either for you or for public users.

Modify Current View

Available Groups:

- Project Type
- Funding Agency Type
- MultiDonor
- Funding Agency
- Funding Type
- 1st Level Implementer
- Implementer Type
- 2nd Level Implementer
- National Counterpart
- Types of Expenditures
- Administrative Region
- Region
- District
- Sub Sector
- Implementation Status

Selected Groups:

- Sector
- Project

Columns:

Cross tab Groupings:

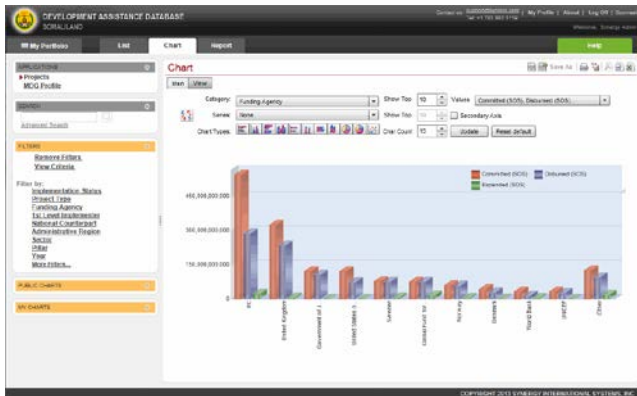
Buttons: OK, Cancel, Set as default, Set as Default for Public Users, Move Up, Move Down

Chart Module

The DAD Somaliland application is equipped with a powerful chart designer that provides you with all the necessary tools to create charts for professionally looking presentations and reports. A user-friendly interface, great number of visual effects and pre-defined chart types, flexible chart components selection, and on-screen real-time chart visualization make using the chart designer an easy and delightful experience.

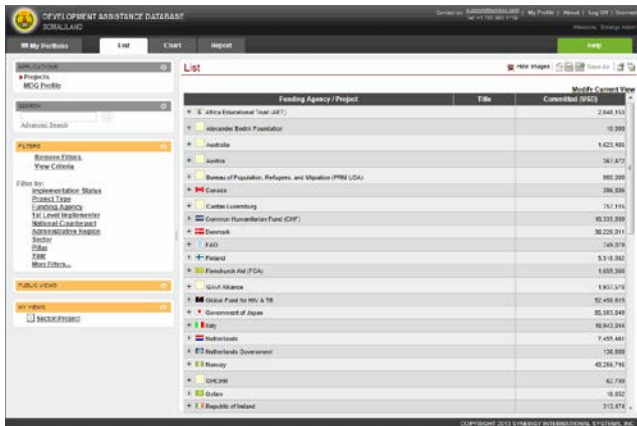
You can make use of the following key features of the *Chart* tool in *DAD Somaliland*:

- Rich user interface that supports movable windows for arranging the screen as desired.
- Ability to resize the charts directly in the workspace.
- Ability to show or hide the data labels and legends.
- Ability to customize the coloring, or choose pattern-filled charts for black and white printing.



Report Module

In the *Report* module of the *DAD Somaliland* application, you can create and execute ad-hoc queries on the data, and acquire results in the form of different tabular reports.



In the *Report* section of the *DAD Somaliland* application, you can:

- Create a report, i.e. structure the report table and choose what information should appear in the rows and columns of the table; add report components, such as title, subtitle, etc.
- Make use of the *Compatibility Matrix* that shows the compatibility between all database categories and measures that can be included in the report.
- Preview the report at any time during the report structuring process by looking in the *Preview* section at the bottom of the page.
- Generate the report by clicking the **Submit** button. The report containing real-time data will appear in a new window.

Assistance provided to Somaliland in 2010-2012				
Africa Educational Trust (AET)		2010	2011	2012
Project	Title	Committed (USD)	Committed (USD)	Committed (USD)
Total		214,888	138,763	162,587
SDM000146	Strengthening of the Secondary and Teacher Training (SD0017)	79,385		
SDM000148	Strengthening science and participation in secondary Education (AET)	138,763	138,763	162,587

Bureau of Population, Refugees and Migration (PRM USA)		2010	2011	2012
Project	Title	Committed (USD)	Committed (USD)	Committed (USD)
Total		423,209		
SDM000129	Identify and demonstrate promising practices in programs, plan and promote Ethiopia			423,209

Caritas Luxembourg		2010	2011	2012
Project	Title	Committed (USD)	Committed (USD)	Committed (USD)
Total			603,224	163,891
SDM000120	Improvement of water, sanitation and hygiene facilities and services for vulnerable groups in Western, South region Somaliland			163,891
SDM000121	Emergency response to cholera, dengue and other viral haemorrhagic fever epidemics in Somalia (AET)		603,224	

Common Humanitarian Fund (CHF)		2010	2011	2012
Project	Title	Committed (USD)	Committed (USD)	Committed (USD)
Total		161,846	811,626	
SDM000024	Support to the Food Security & Nutrition Analysis Unit (FSNAU) Phase II			161,846

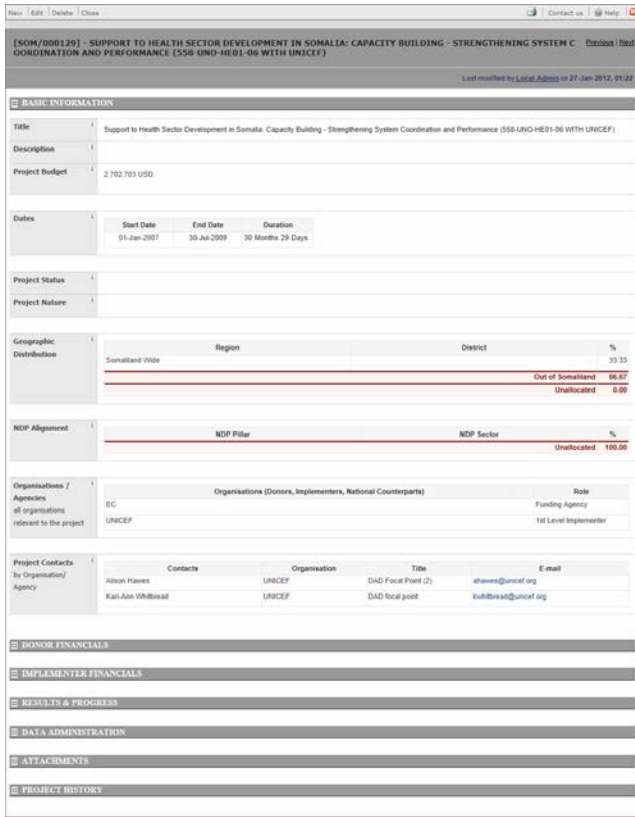
- Format/Style the text entries as well as main report table captions and values by assigning to them value characteristics, such as font, font size, font color, background color, alignment (i.e. left, center, or right), etc.
- Re-order report table components, such as rows, columns, etc.
- Sort report table components either in an Ascending (A-Z) or Descending (Z-A) orders.
- Remove a report table component from being included in the report, if this is necessary.
- Switch between table groupings, rows, columns and sub-columns.

How to View Project Details


The project *Details* section has been designed to view project information, such as project title, start and end dates, implementation status, contacts, monitoring and evaluation details, etc.

You can access the *Details* section by clicking one of the following:

- In the *My Portfolio* module: Click the respective project.
- In the *List* module: Click the project for the details to be displayed.
Note: Depending on the list presentation settings, additional expanding of the list items may be required to reach the project.
- In the *Chart* module: Click the chart for the details to be displayed (e.g., click a relevant bar to see what it consists of). In the *Details* section, click the project ID to view its details.
- In the *Report* module: Create a report indicating "Project" as a value for the report row and click the **Submit** button. In the report generated, click the project ID.



In the *Details* section of the *DAD Somaliland* application, you can:

- Browse among the projects listed under the same parent item by using the corresponding **Previous** or **Next** buttons in the top of the *Details* window.
- Print project details by clicking the  (**Print**) button found in the top toolbar.
- Add, edit, and delete projects by clicking the respective button in the *Details* window top toolbar.
Note: You need to be granted with the appropriate permissions to be able to perform any of these actions.

Customized Reporting

The *DAD Somaliland* application allows you to customize the already-created reports in the *List*, *Chart*, *Map*, and *Report* modules.

To customize the reports already stored in the application, you can:

- Define the way how the numeric values should be displayed in reports, i.e. whether they should be displayed in the original value or thousands, millions, etc.
Note: This option is available in the *List* and *Report* modules.
- Save a report for future reference or save a copy of it so that the source report remains intact.
- Re-organise the reports, i.e. include it into a group of reports or create a new report group for it, rename the report, set it as default, delete a report group, etc.
- View or edit pre-defined reports to save you the time and effort of structuring a report from the scratch when it is

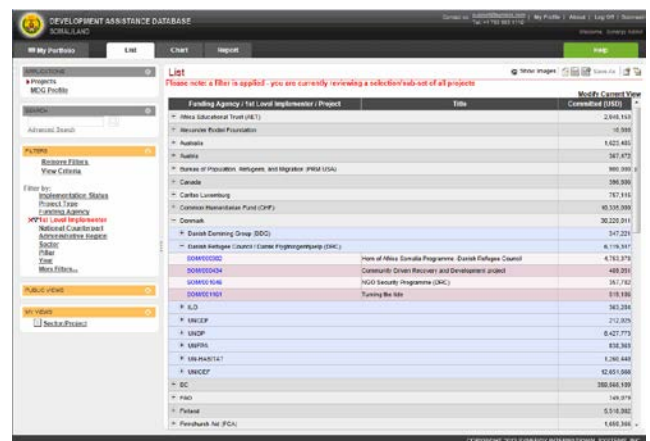
necessary to introduce some modifications in the memorized report.

- Export reports in the MS Word, MS Excel or Adobe PDF formats.
Note: This option is available in the *Chart* and *Report* modules.
- Print reports and keep them for reference.
Note: This option is available in the *Chart* and *Report* modules.

Filtering

The system provides an option for data filtration. Filtering is used to narrow down the information displayed in the reports. The filtration works in a Step-by-Step technology, which enables the implementation of new filtering over the results of the previous one. This option reduces the size of the reports and makes them easier to read. Filters can be added to new or existing reports. Defined filtering is applicable to lists, reports and charts.

The list of the most frequently used filter categories is displayed under the *Filter By:* section. The list of all available filter categories is displayed when clicking the *More Filters* link.



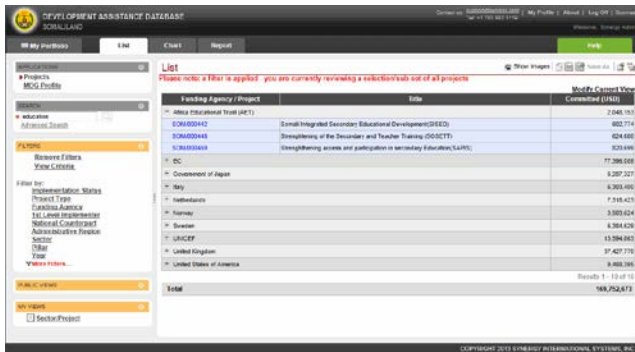
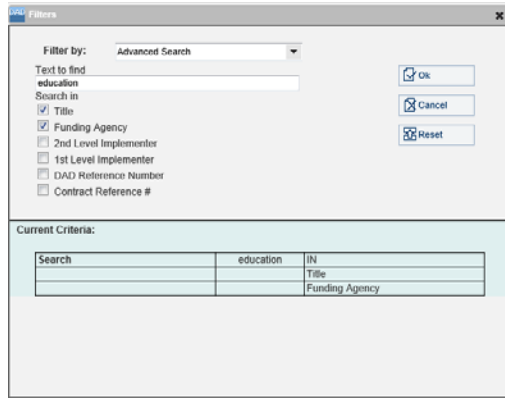
Search

The *DAD Somaliland* application is equipped with a comprehensive search mechanism, which allows searching for any relevant information.

The simple search interface is available to find any relevant information quickly and easily within the integrated *DAD*

Somaliland content. Simple search implies that you can type search operators directly into the search box.

In addition to providing easy access to the content, the *DAD Somaliland* application has a number of specific features that is used to find exactly what is looked for. One of these features is the advanced search option that allows setting different complex conditions using the *Advanced Search* form. It gives several additional fields which may be used to qualify searches by such criteria as district, sub-sector, project title, etc.



Logging Out

Once you have finished using the *DAD Somaliland* application, it is necessary to log out. In order to log out from the application, press the **Log Off** button in the upper right corner of the application window.

Need More Help?

Online Help

The *Help* section provides explanations of how to use various features of the system. It includes a user manual that can be downloaded to the user's computer as well as online help.

To access these tools, you need to:

- Click the **Help** tab at the top on the right side of the main toolbar to access the online help.
- Click the **Download DAD Somaliland User Manual** link in the login screen to download the *User Manual* in the PDF format.

Support

For online help and support, use the **Contact us** e-mail address and telephone found in the application header to contact the system administrator.

