

KoboToolbox Guide

A free software for NGOs in order to conduct surveys.



**FONDATION GRAMEEN
CRÉDIT AGRICOLE**



Microfinance & Social Business



CERISE+SPTF

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Go to KoboToolbox

<https://www.kobotoolbox.org/>

[ABOUT US](#) [FEATURES](#) [SERVICES](#) [PRICING](#) [BLOG](#) [HELP](#)

[Sign up](#)

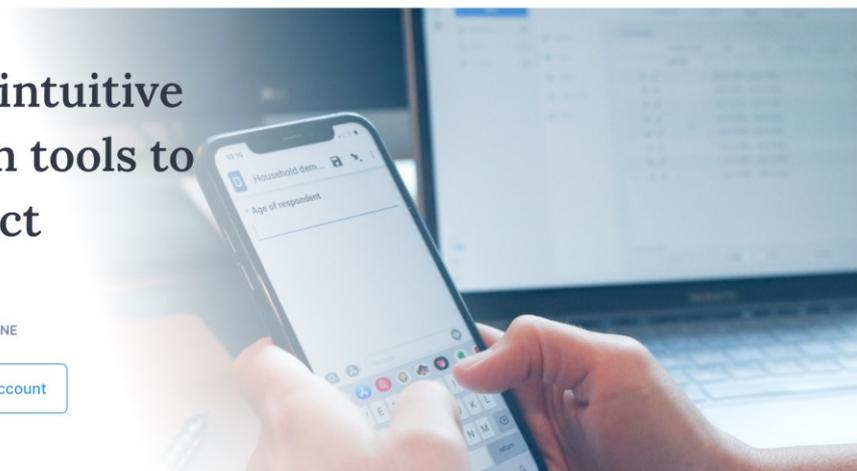
[Donate](#)

Powerful and intuitive data collection tools to make an impact

HIGH QUALITY DATA COLLECTION FOR EVERYONE

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What is KoboToolbox

[KoboToolbox](#) is a free platform for field data collection in challenging environments that works both online and offline through mobile devices and web browsers.

Creating forms is quick and simple, thanks to the easy-to-use online form builder and the support material.

Completed forms can then be shared online or downloaded onto mobile devices, ready to use for data collection.

A KoboCollect Android app and the web browser using any device or operating system that can work on any mobile phone, tablet or computer. Simply share the URL of your form and you'll be able to start collecting data.

The data collected can then be downloaded into multiple formats for use in applications such as Excel, SPSS or GIS software.

The support is really well built so please have a look: support.kobotoolbox.org



A technology non-profit with a global vision



Maintain KoboToolbox

We maintain the most widely used data collection tool for challenging settings and provide it for free to nonprofit organizations.



Provide ground truth data

We help generate high quality data to inform organizations working globally in humanitarian response, development, human rights, environment and more.



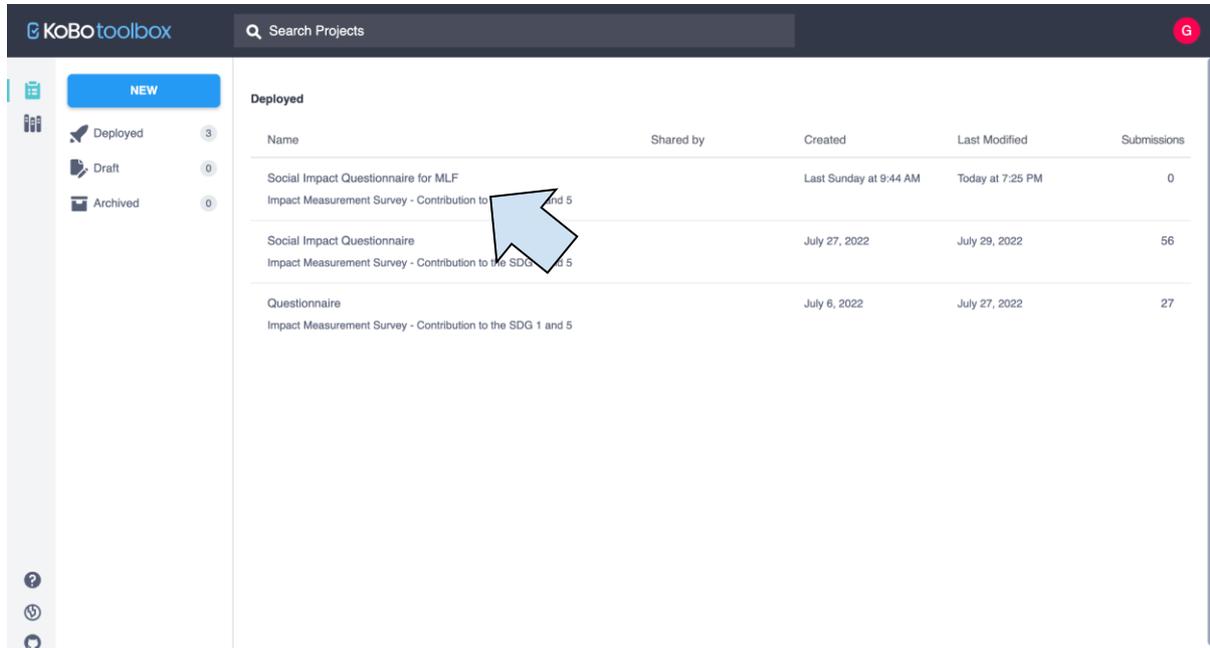
Drive innovation

We develop data tools designed for and by practitioners, including next generation qualitative and quantitative methods.

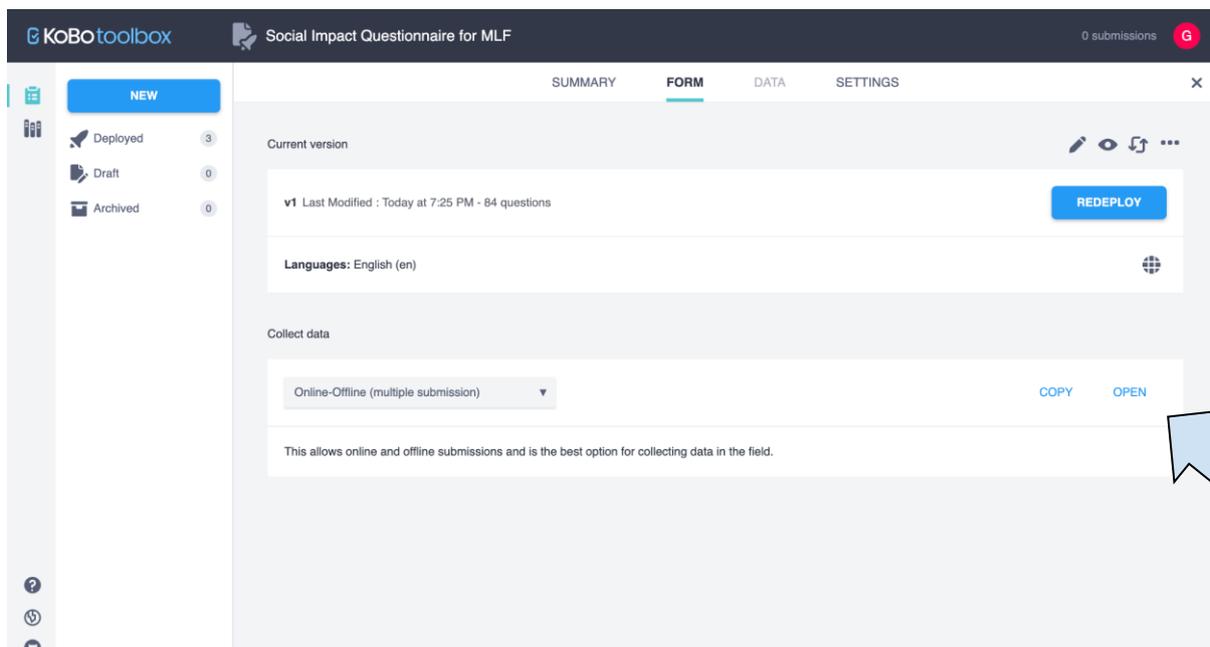
How to use

Administer

On the main page select the Questionnaire.



Then select OPEN.



Answer

Social Impact Questionnaire for MLF

A. Structural

a. Respondent MIS ID
111111111

b. Branch
Mulanje

c. Zone
 Urban
 Suburban
 Rural

d. PPI group
 Yes
 No

e. Survey Date

And submit

No

59. Now that you have taken out a loan and have an economic activity, you feel:

Less discriminated
 No change in discrimination
 More discriminated

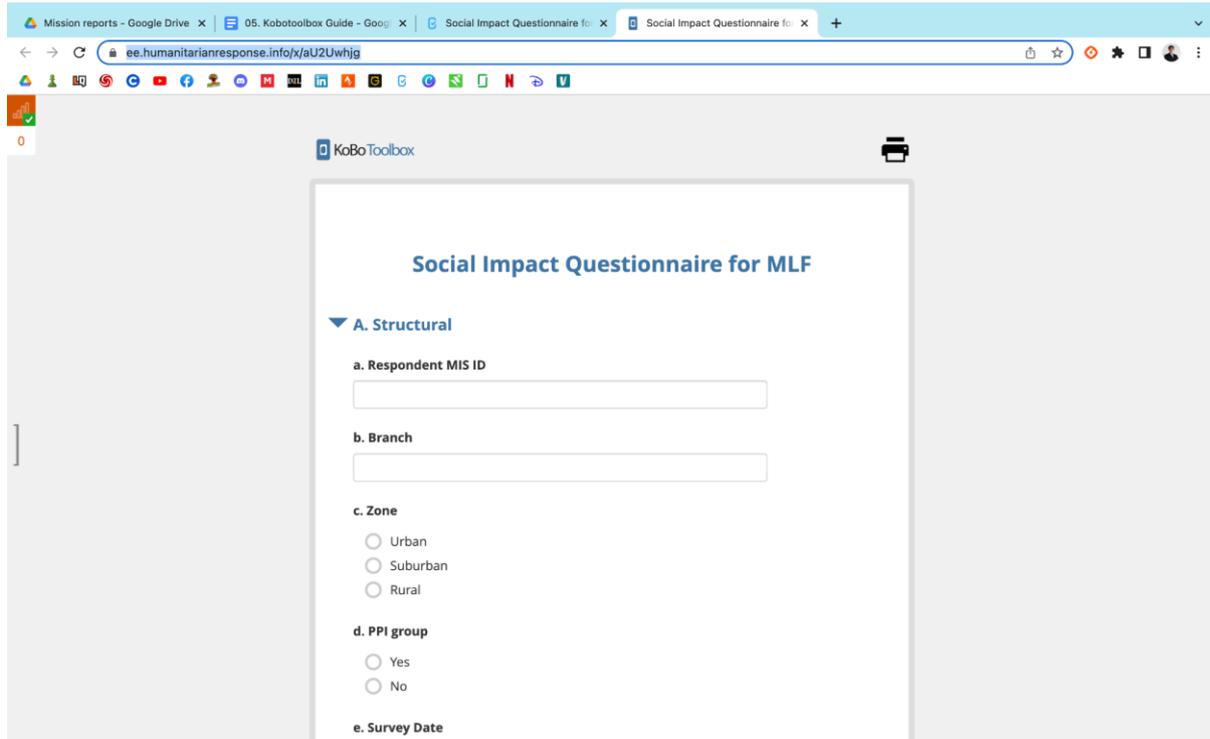
60. Can you tell us why ?
Because it is better

61. The interview is coming to an end, do you have any comments to make (suggestions, requests, problems to be reported, etc.)?
No

Thank you very much for taking the time to talk with us. It was very interesting to hear your feedback on how you feel about your loan. Have a great day!

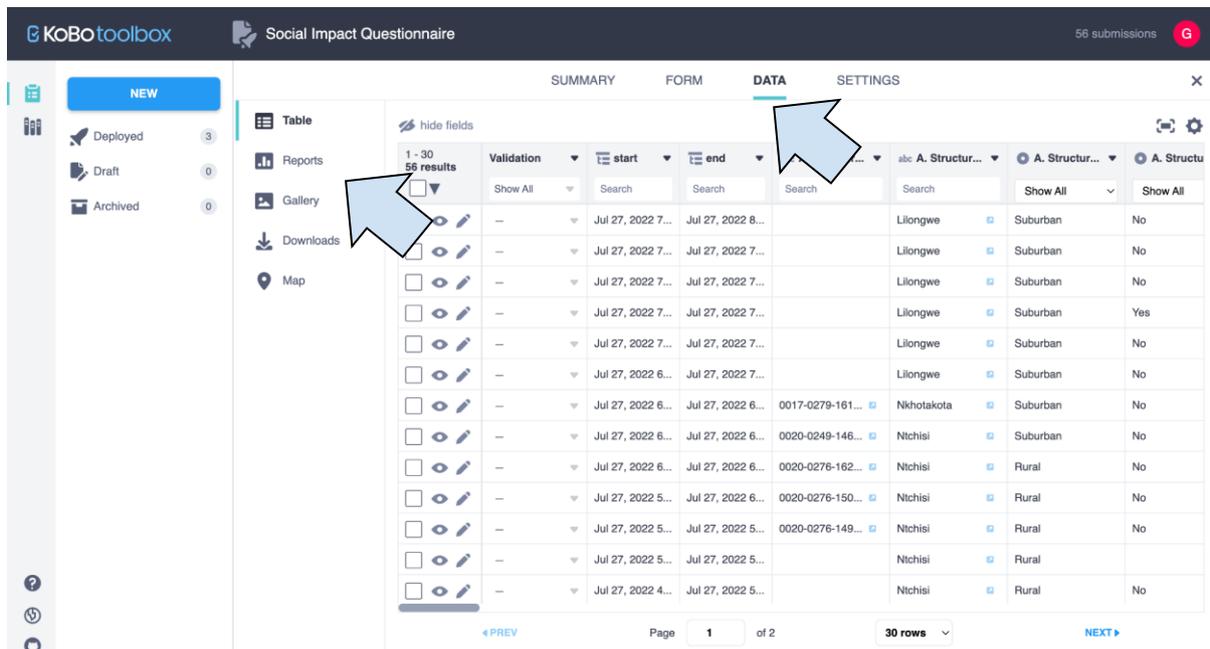
Powered by ENKETO

In order to use it on the phone just copy the link or use the app.

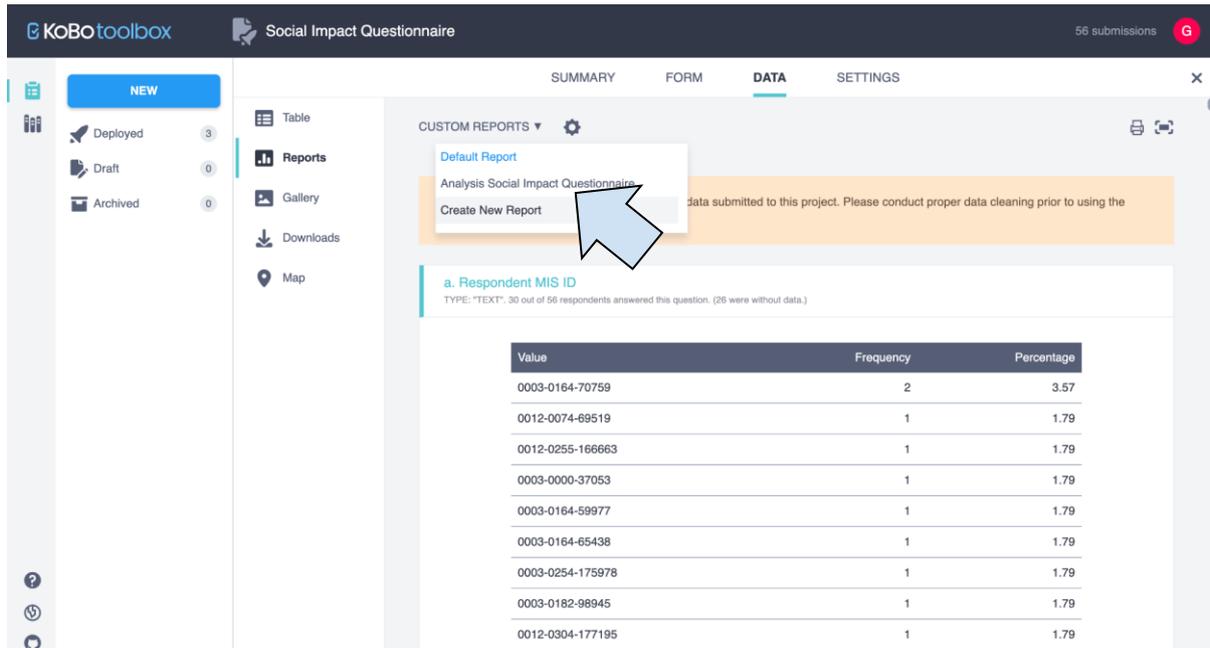


Data Analysis

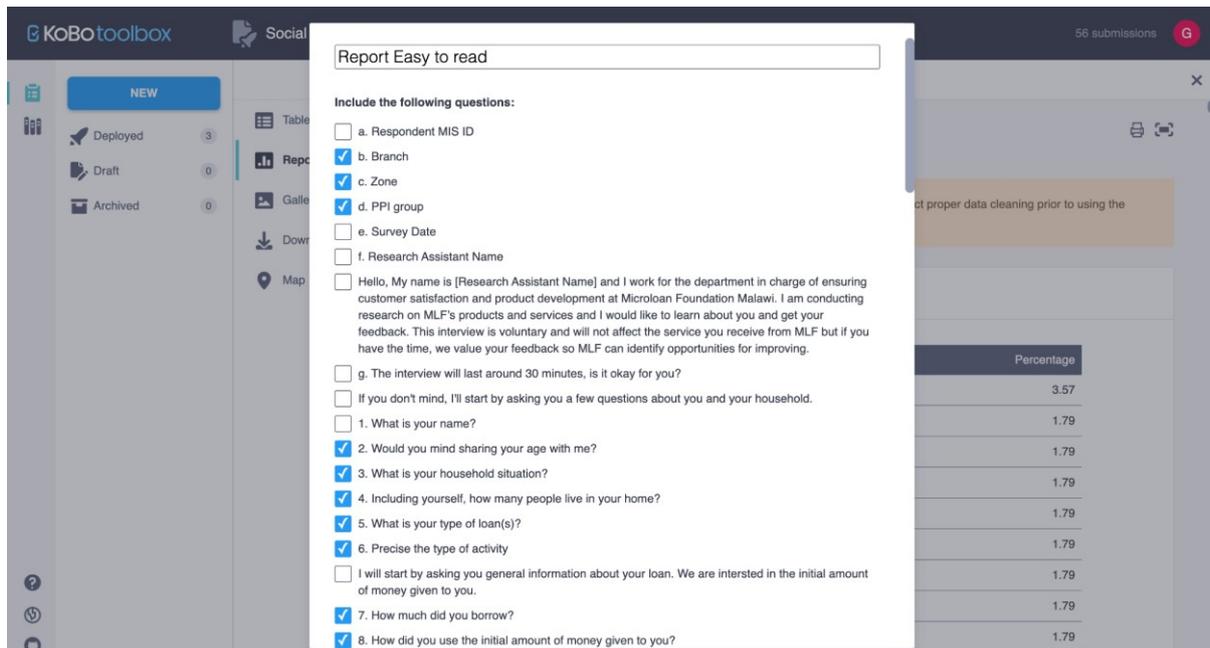
Click on data & then report



From here, you will have all the information needed but we suggest that you build a custom report to have only the data needed.



Select the answers that you are interested in



And now you have easy to read answers!

Social Impact Questionnaire | 56 submissions

SUMMARY | FORM | **DATA** | SETTINGS

b. Branch
TYPE: "TEXT", 56 out of 56 respondents answered this question. (0 were without data.)

Value	Frequency	Percentage
Blantyre	24	42.86
Nkhotakota	10	17.86
Ntchisi	9	16.07
Mulanje	7	12.5
Lilongwe	6	10.71

c. Zone
TYPE: "SELECT_ONE", 56 out of 56 respondents answered this question. (0 were without data.)

Legend: Suburban (Blue), Rural (Red), Urban (Yellow)

If you want to go more in debt, you can download the Excel answers sheet.

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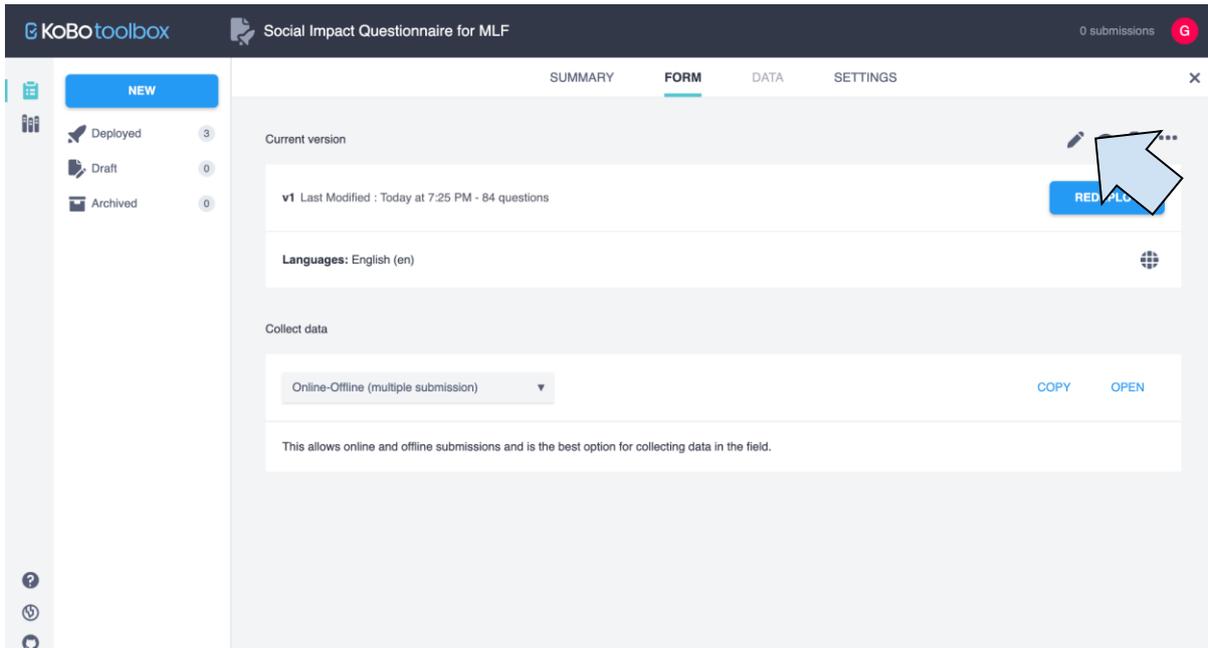
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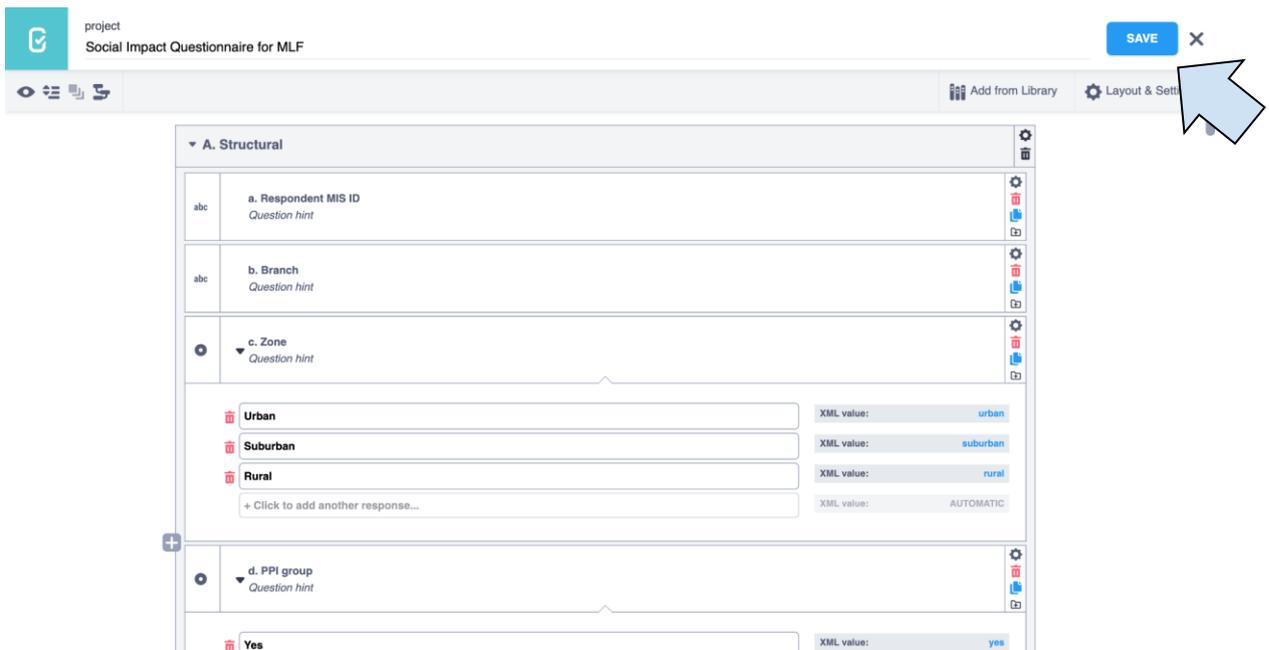
Legend: Suburban (Blue), Rural (Red), Urban (Yellow)

Updating the questionnaire

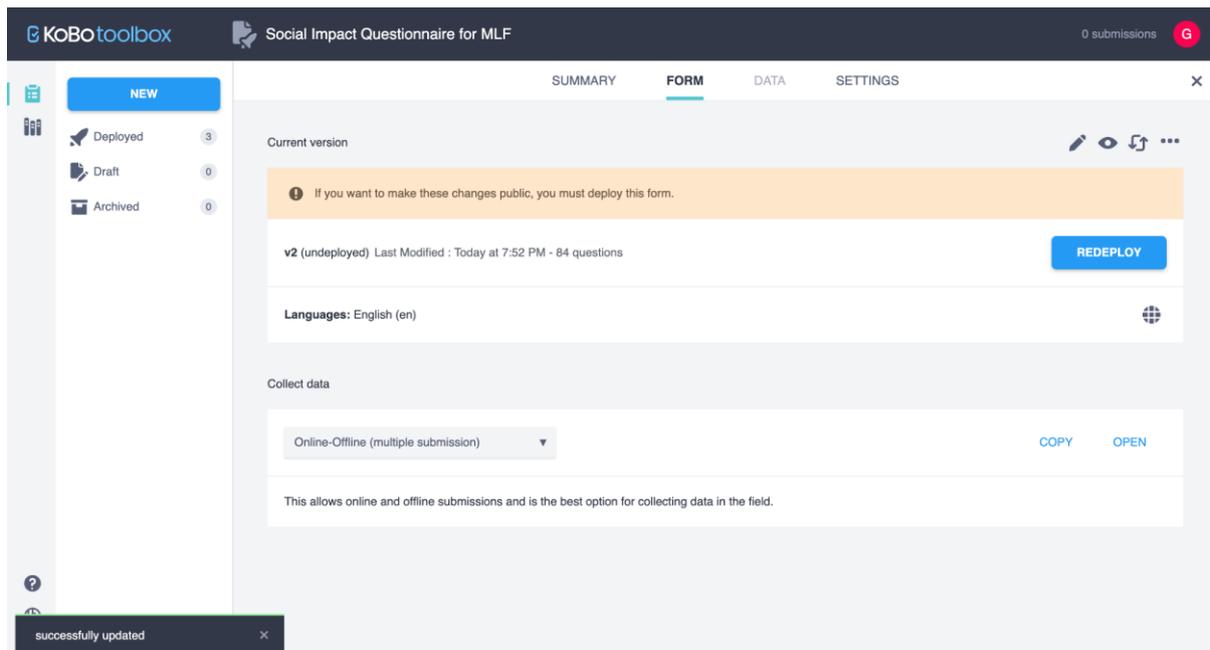
Select the pencil



Update the questionnaire, there are sections (A. Structural) and questions (a. Respondant MIS ID). There are options to each question. You can discover more by looking through the support. When you are finish, select SAVE.



And finally REDEPLOY, to put the new version online.



Contact

Please feel free to contact us for any questions on cerise@cerise-spm.org