



DesInventar Disaster Inventory System

DesInventar User's Guide Data Entry Module

***Version 8.1.9
2009***



<http://www.osso.org.co>



<http://www.desenredando.org>

Introduction

DesInventar Online is a software tool that implements the DesInventar methodology and is designed to be used online over the Internet. It implements and expands the functionality of previous versions of the software.

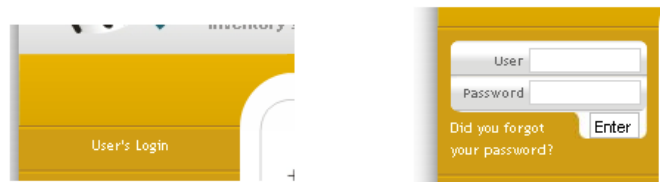
This User's Guide describes the data entry module for DesInventar, and gives you a basic knowledge of the procedures used to add or edit data cards to your database.

For use of this module you need to be a registered user of the online website and have been assigned permissions for one or more databases.

User's Login

When you first visit the DesInventar website (<http://online.desinventar.org>) you should authenticate yourself on the software in order to use the Data Entry Module.

At the top left area of the screen, you should see a **User's Login** label:



User's Login Screen

Just click on the **User's Login** label and provide your user name and password to the system.

If the user and password provided are correct you should see the list of databases for which your account has access allowed and the level of privilege for each one of them.



Hi! Demo User ,

Your roles and databases are:

- **Manager**
 - Argentina - Inventario de desastres río Pilcomayo
 - Argentina RExtensivo
 - Bolivia - Inventario de desastres Defensa Civil
 - Bolivia - Inventario de desastres río Pilcomayo
- **Observer**
 - Bolivia - Gran Chaco
 - Disaster database of the Republic of Vanuatu

Disaster database of the Republic of Vanuatu

Period: 1870-00-00 - 2009-07-26
Reports number: 3104
Last update: 2009-07-26



DesInventar User's database list

When you click on any database that appears on your list (if you work with many databases it would be necessary to scroll down the lists), the general information about the database is shown on screen, and you can use the DesInventar and DesConsultar to select in which software module do you want to work.

About Disaster Record (Data cards) Status

The Disaster records in a database of DesInventar can be in different status, these are:

Draft

A Data card in a *Draft* status is considered as work in progress and not finished, is could happen that all data necessary to complete the data card is not available at once, in that case the data card is saved as a *Draft* and edited later in order to finish it.

Pending Approval

When a user with normal privileges finishes edition, he saves the data card with the status of *Pending Approval* which means that the data is ready and only left is that a supervisor user publish it.

Published

Data cards in *published* status are complete data cards and are shown in all queries both for

anonymous and registered user's of the software.

Pending Deletion

A user with *delete* permissions on data cards can set this status. This means that the data card is to be removed. Only a Supervisor user or the database administrator can effectively remove the data card. This extra step in deletion of data card is a security measure to avoid loss of valuable records from the database. When the supervisor or manager of the database approves the deletion, the records are permanently removed from the database.

About Roles and Privileges in DesInventar

DesInventar uses a privilege schema which is represented by mean of *Roles* assigned to each user in a database. here is a small description of the functions available to each of them:

Observer

The observer is the minimal permission for a user with access to the DesInventar module in a database. This set of permissions allow the user to see all published data in the database but it cannot modify any data.

For this user, all Save commands are disabled in the software.

User

This role is for users in charge of data entry. They can create new data cards, edit existing ones etc. In order to have a quality control of the records in the database, this type of user cannot *publish* data cards, they can submit them for *approval*. This means that the data cards are stored in the database but not visible in queries or other output.

Supervisor

This role, in addition to the permissions of the User Role, has the ability to *publish* data cards. Therefore, is recommended that this role be set for a person who has the function of reviewing the data entered and make corrections etc.

Manager

This role is for the user who is in charge of managing the database. This user is able to edit the elements of the database such as Geography, Geographic Levels, Events, Causes etc.

DesInventar's Main Window

The main window is where all the interaction with the user happens, so we will explain several

aspects of it and the procedure to create or edit data cards.

Select New to enter a record

Start date * Sources * Status * Serial *

Geography *
0- Departamento: -- Place Latitude
Longitude

People and Housing

Deaths There weren't any
Missing There weren't any
Wounded, sick There weren't any
Affected There weren't any
Relocated There weren't any
Homes affected There weren't any
Evacuees There weren't any
Victims There weren't any
Homes destroyed There weren't any

Affected sectors

Transport There weren't any
Communications There weren't any
Aid organisation installations There weren't any
Agriculture and fishing There weren't any
Aqueduct There weren't any
Sewerage There weren't any
Education There weren't any
Energy There weren't any
Industry There weren't any
Health There weren't any
Other There weren't any

Losses

Routes affected
Crops and woods (Hectares)
Livestock
Educational centres
Health Sector
Loss value \$
Loss value US\$
Other losses
Observations about the effects

Type of event * Magnitude Duration Observation about the event

Type of cause * Observations about the cause

Definition

[See Methodological Guide](#)

Data entry module – Main window

Button bar Options

File menu

This menu contains commands used to operate on the data cards such as *Print* which prints the current window content and *Quit* used to close the data entry window.

Configuration menu

This menu contains commands which are used to edit other aspects of the database, and are available to the region administrator. These commands are described in detail in the Region Administrator User's Guide.

New Button

This button is used to create a new data card with all fields blank or with their default value.

Edit Button

Use this button when you want to edit the data card currently shown in the form.

Save Button

When using the *New* or *Edit* functionality, use this button in order to finish editing the data card and save it to the database.

Please note that the data will be validated first and errors will be shown; in that case data will not be saved until you fix the errors.

Clear Button

This button is used to clear all data in the form and start over with a new data card.

Cancel Button

This button cancels the current action.

Search Button

This function allows one to perform a quick search in order to find data cards using some of the record parameters. This function returns a list with the data cards found. Selecting a row from that list copies the data card to the form where you can view or edit its data in detail.

Row	Serial	Start date	Geography	Place	Latitude	Longitude	Sources	Record Status	Author
1	VO-0550-0000-001	0550-00-00	TAFEFA/Whitesands/	Yasur	0	0	http://www.volcano.si.edu/world	DRAFT	Daisy Wheeler, Steven G. Clegg
2	VO-0850-0000-001	0850-00-00	TAFEFA/Whitesands/	Yasur	0	0	http://www.volcano.si.edu/world	DRAFT	Daisy Wheeler, Steven G. Clegg
3	VO-1150-0000-001	1150-00-00	TAFEFA/Whitesands/	Yasur	0	0	http://www.volcano.si.edu/world	DRAFT	Daisy Wheeler, Steven G. Clegg
4	VO-1452-0000-001	1452-00-00	SHEFA/Yarsu/	Kuwaee Caldera	0	0	http://www.volcano.si.edu/world	DRAFT	Daisy Wheeler, Steven G. Clegg
5	VO-1452-0000-004	1452-00-00	SHEFA/Vermaul/	Kuwaee Caldera	0	0	http://www.volcano.si.edu/world	DRAFT	Daisy Wheeler, Steven G. Clegg

General Data card information

This area of the form has the fields that are related to the general information about the data card.

Start date *	Sources *	Status *	Serial *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Start date

This group is composed of three fields. You should enter the year, month and day of the disaster. Of these fields the year is mandatory, the other two can be left blank, which can be used to represent disasters where the exact date is not known.

Sources

This field should be filled with the source(s) of information, a description of the media (i.e. newspaper, census etc.), the preexisting database(s) and the entity or entities from which the information was obtained.

Status

Input here the status of the data card, the values shown in the list depends of the *User Role* for this database. Please refer to the section explaining the data card status for a detailed description of each value.

Serial

This field is used to identify the data card, using a number, an acronym or code for the record,

To give the information a better organization it is recommended to assign serial values in a sequential way although it is not compulsory. This field may include numbers, letters, hyphens and other typefaces.

It is recommended that the value you assign corresponds to a characteristic of the original record (for example, in paper), or that you may transcribe on it, to facilitate future references or inspections. Observe that the serial values are not unique, it is possible to have more than one record with the same value, but for better results it is recommended to choose them in a unique way.

Geography Information

The Geography Information of the data card allows you to define the geographical location of the disaster.

Geography *	Place	Latitude
0- Province: MALAMPA	<input type="text"/>	<input type="text"/>
1- Council: North Ambrym		Longitude
		<input type="text"/>

Geography

For each database, the Region Manager should have defined/created the Geographic Levels and elements that corresponds to the area of interest of the database. The user can choose using the fields on the left the value or values that precisely defines on which geographic element the disaster occurs.

Choosing a value from the first level of geography is mandatory, the other levels are optional.

Place

This is a text field used to describe in more detail the place where the disaster occurs, can be for example a local geography name, a street name etc.

Longitude/Latitude

If the exact information about the location of the event is known, it must be entered in these fields. The format of these should be a floating number between -180 and 180 for Longitude and between -90 to 90 for Latitude.

Disaster Effects

People and Housing		Affected sectors			Losses	
Deaths	Don't know	Transport	Don't know	Routes affected	Loss value \$	0.00
Missing	Don't know	Communications	Don't know	Crops and woods (Hectares)	Loss value US\$	0.00
Wounded, sick	Don't know	Aid organisation installations	Don't know	Livestock	Other losses	
Affected	Don't know	Agriculture and fishing	Don't know	Educational centres	Observations about the effects	
Relocated	Don't know	Aqueduct	Don't know	Health Sector		
Homes affected	Don't know	Sewerage	Don't know			
Evacuees	Don't know	Education	Don't know			
Victims	Don't know	Energy	Don't know			
Homes destroyed	Don't know	Industry	Don't know			
		Health	Don't know			
		Other	Don't know			

Effects over People and Housing

This is a group of variables that correspond to the effects over people. For each variable listed it follows a special field with four possible states:

- Value : The field has value associated, these can be entered here.
- There were : This value means that the field has a value associated but this is unknown.
- There weren't any : This value means that in the field the value associated is zero.
- Don't know : This value means that you don't have information about the value in the field.

In the newer versions of DesInventar the concept is implemented that a value representing the effects exists but the exact value is not known. This makes the representation of the effects more accurate.

The fields in this group are:

- Deaths : Number of dead people
- Missing : Number of missing people
- Wounded/Sick: Number of injured/wounded/sick people
- Affected People: Number of affected people
- Relocated: Number of relocated people.
- Evacuated: Number of evacuated people

- Affected Houses: Number of affected houses.
- Destroyed Houses: Number of destroyed houses.

Effects over Infrastructure

These group of fields have a special input field which can take three values: *There were*, *There weren't any*, *Don't know*. The value is the same as previously explained. Notice that these fields cannot have a value the only express if a specific infrastructure sector was affected.

The fields in this group are:

- Transport
- Communications
- Aid and Relief
- Agriculture and fishing
- Aqueduct
- Sewerage
- Education
- Energy
- Industry
- Health
- Other

There are other fields in this group that accept numeric values and text fields:

- Routes affected
- Crops and woods (Hectares)
- Livestock
- Educational centers
- Aid centers
- Loss value (local currency), estimated value of losses in local currency.
- Loss value (USD), estimated value of losses in American Dollars.
- Other losses
- Observations about the effects

Type of Event Fields

Type of event *	Magnitude	Duration	Observation about the event
Volcanic Activity <input type="text"/>	VEI6 <input type="text"/>	0 <input type="text"/>	Central vent eruption; Explosive eruption; Pyroclastic flow(s); Fatalities; 0

This group of fields are for the information related to the Type of Event associated with the Disaster, the fields are:

Type of Event

From the drop down list, select the type of Event associated with the Disaster. This list is formed from a list of predefined Events included in the DesInventar methodology and the local events that the Region Manager has defined.

For an explanation of each Event type, please refer to the Methodological Guide of DesInventar.

Magnitude

This field express the magnitude of the event associated with the disaster. This field is stored for information purposes only, cannot be used for creating graphs or maps.


Duration

This field stores the duration in days of the Event associated with the Disaster.

Observations about the Event

Use this text field to enter any other information relevant to the Event.

Type of Cause Fields

Type of cause *	Observations about the cause
Volcanic Activity 	<input type="text"/>

These fields are for the information about the Cause of the Disaster. You must choose one of the values from the drop down list and optionally enter any observation about the cause in the text field.