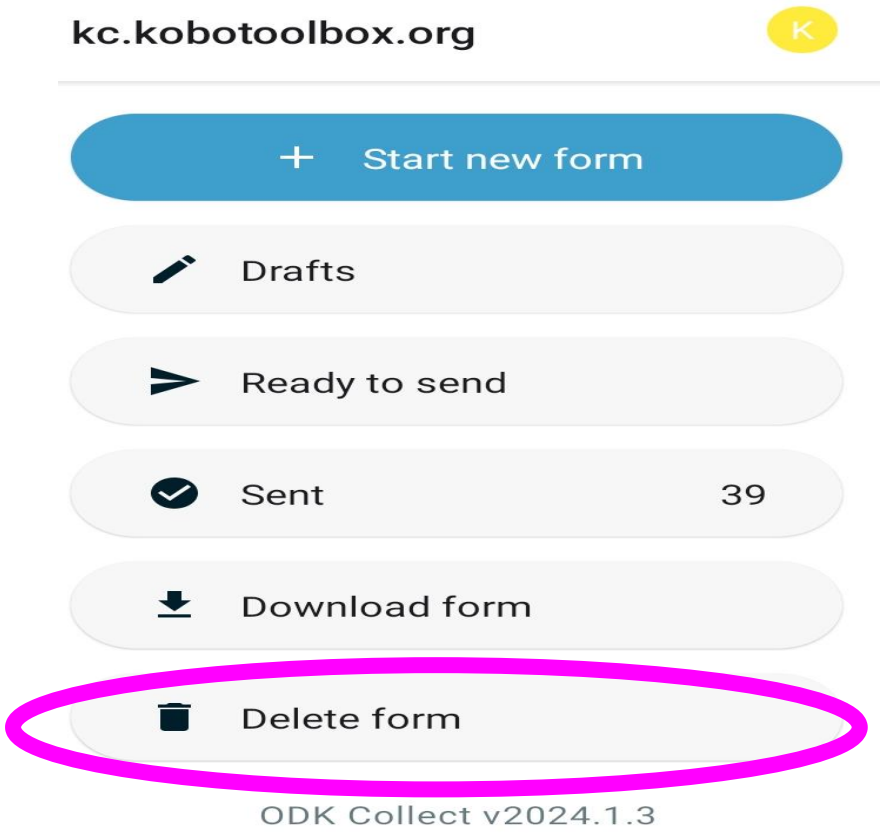
Deleting data entry form(s)…/1

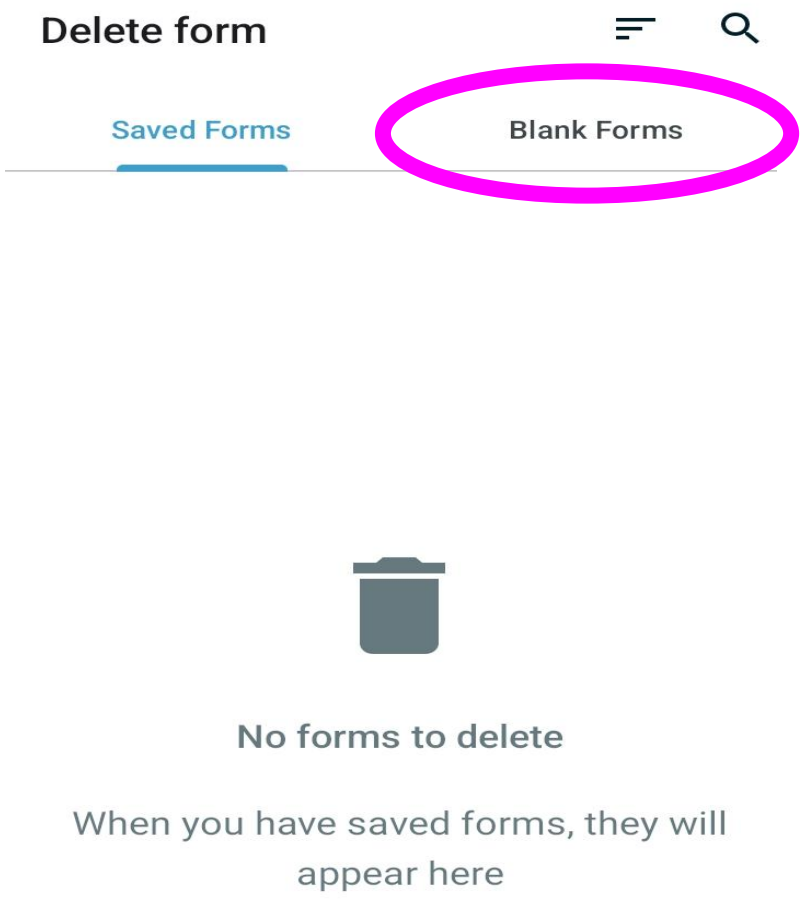
Step 1



- Select **Delete form**
- The application will take you to saved forms and blank forms

Deleting data entry form(s)…/2

Step 2

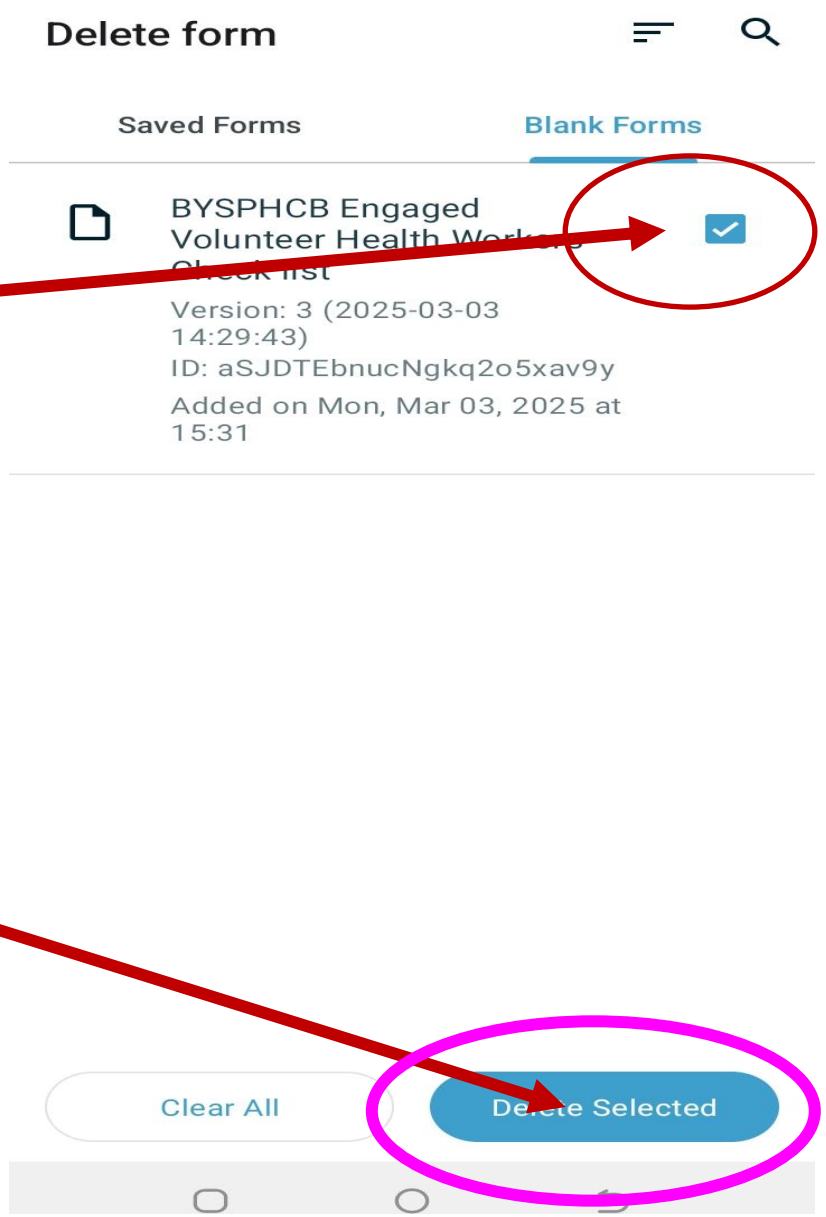


- Select **Blank forms**
- The application will then look for all the forms you have downloaded

Deleting data entry form(s)…/3

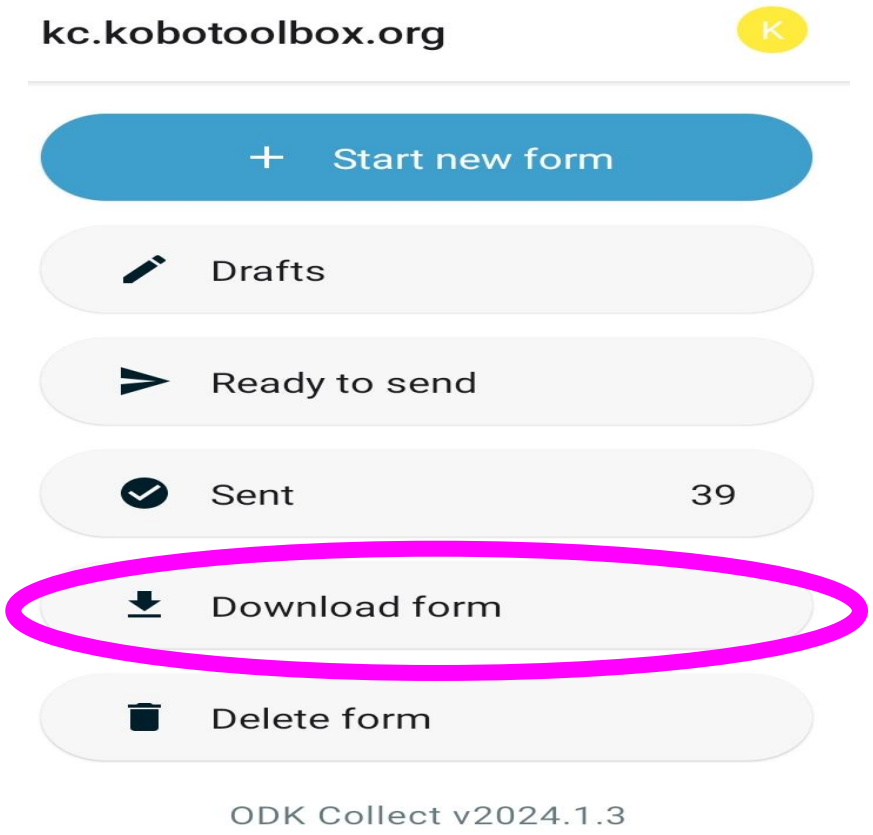
Step 3

- From the resulting screen of **“Blank Form”,** select forms as appropriate
- Click on the button **“delete selected”**
- This will delete the selected form



Adding data entry form(s)…/1

Step 4

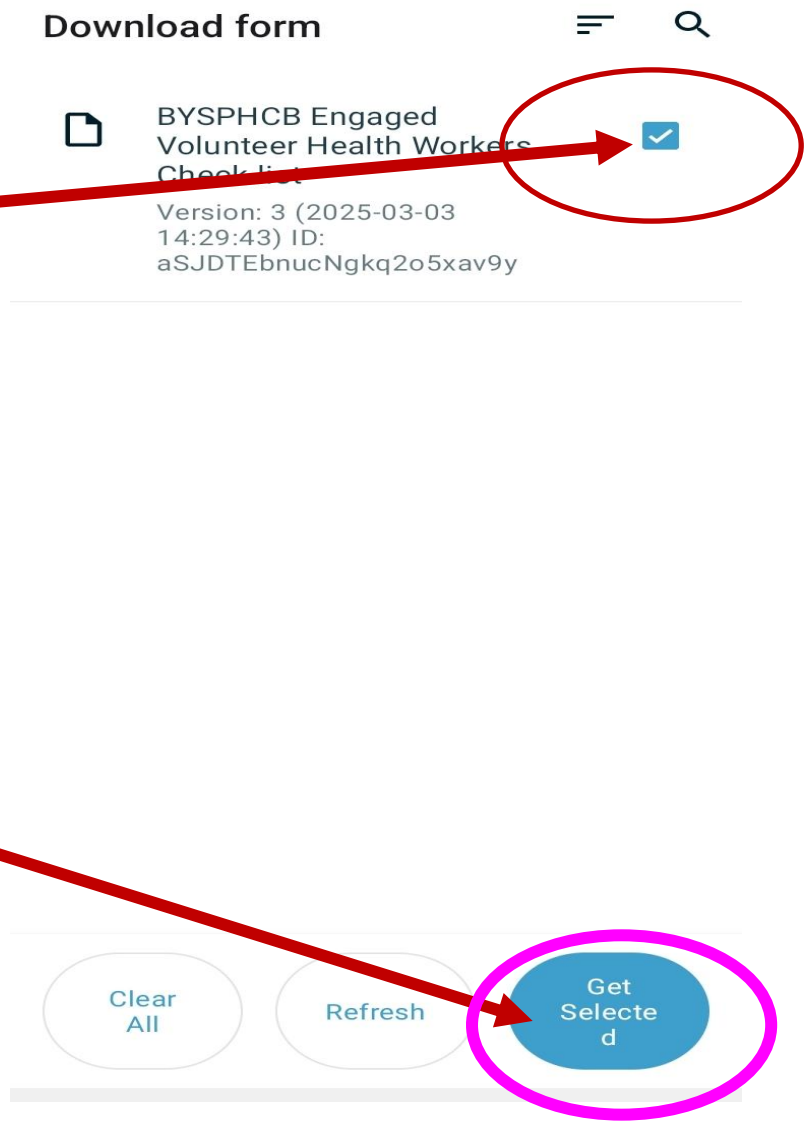


- Select **Download form**
- The application will then look for all the blank forms on the server and display

Adding data entry form(s)…/2

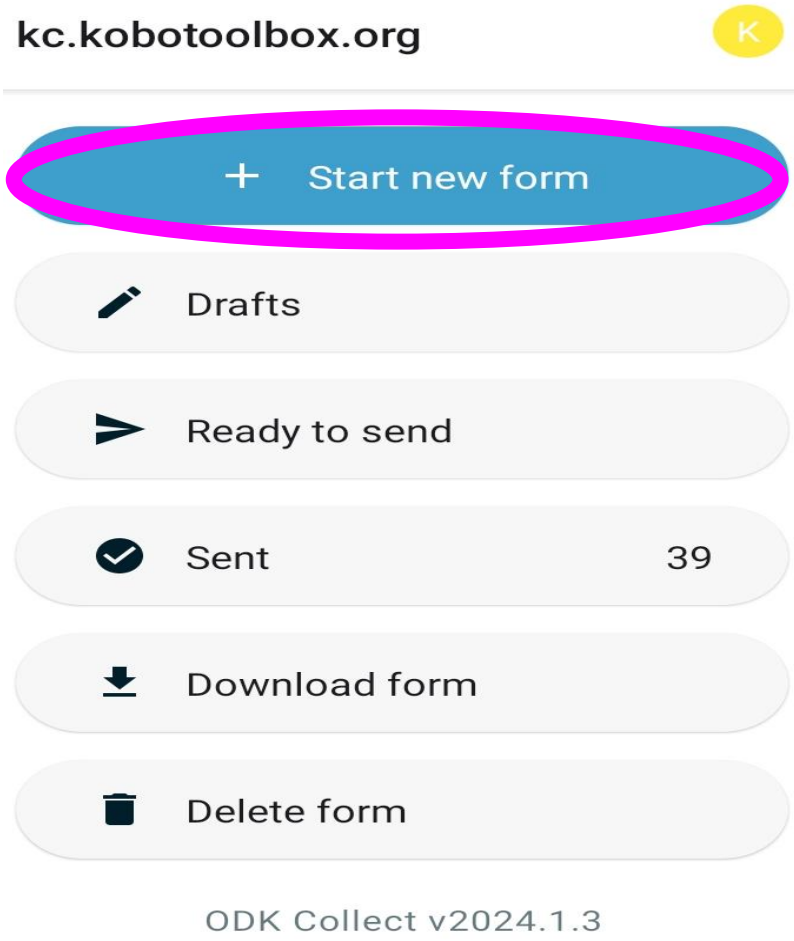
Step 5

- From the resulting screen of **“Download Form”,** select forms as appropriate
- Click on the button **“Get selected File(s)”**
- This will add the selected checklist



Data Entry

Step 6



- Once you open ODK or after downloading and back to ODK menu page,
  - Click on “Start new Form”
  - It will have the form(s) selected ready for data entry
- The downloaded or selected forms gotten will then be uploaded and available for use
- Select the form or interested form if more than one form downloaded
- Fill the form which is user friendly to enter data/report