

**Manual**

**For**

**MEF Database**

**(Administrators)**

**March 2017**

# Introduction:

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It is important to know that in order to generate a database file for **MEFDatabase** application, administrator have to first generate a database's template, create table input and then import the input data into the template.

These can be done through the admin application **DevInfo 6.0**. In the following, detail explanations about template, table input and the import process will be provided.

# Step 1: Template Generation

Once the **DevInfo 6.0** application has been installed, click the **DevInfo 6.0 Data Admin** button to start the application. The left panel offer administrative features and tools for user to explore.



Figure 1.1: DevInfo Left Panel

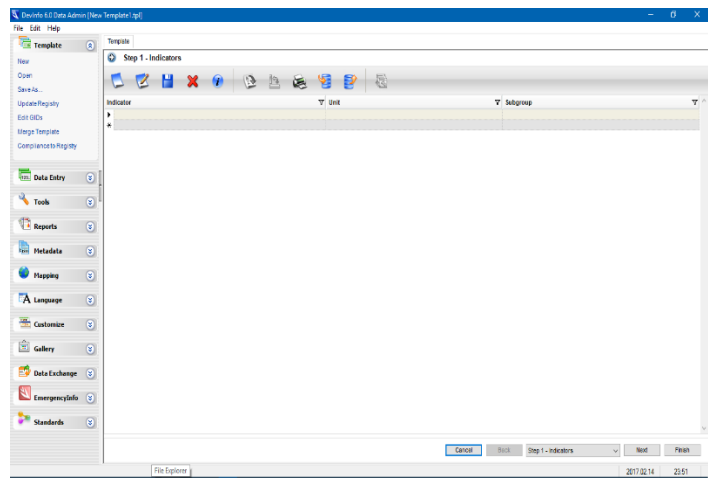


Figure 1.2: A Newly Created Database Template

To generate a new template, click on **Template** and on the dropdown menu, select **New**. To edit an existing database file, select **Open** and choose the correct file path. Figure 1.2, depicts a newly create database template.

The first thing to do is to create IUS (indicator, unit, subgroup). The Top panel consist of tools for admin to edit the IUS (Figure 1.3). Click **New** on the **Top panel**. Next, click the **Arrow** and you will see a dropdown option. Select **IUS** and a new window will popup. This window is where the IUS will be created and arranged (Figure 1.4).

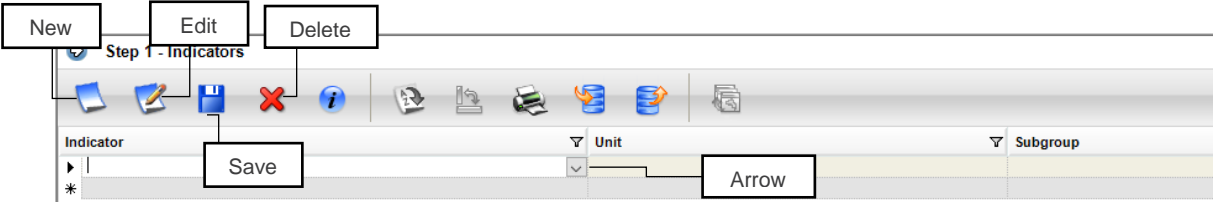


Figure 1.3: Top Panel

In the **IUS window** there are 3 panels (Figure 1.4). The indicator, unit and subgroup panel respectively. To create or edit the IUS, follow the steps bellow:

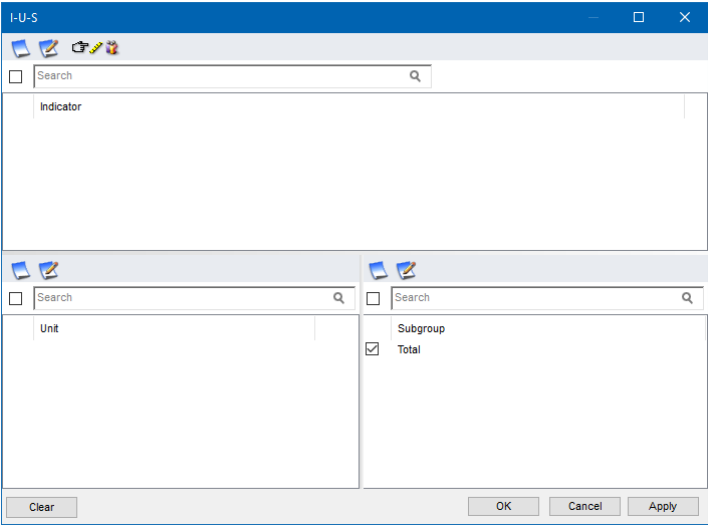


Figure 1.4: IUS Window

## To create indicators:

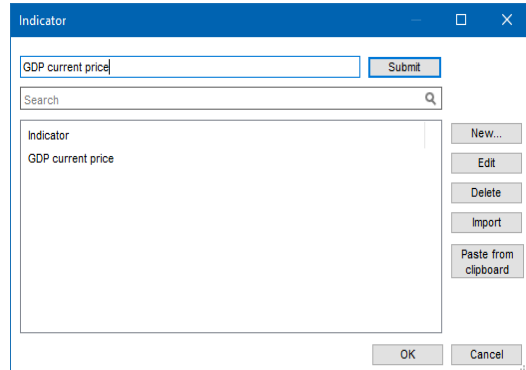
Start by selecting **new** in the **indicator panel**. The Indicator window will appear.

Write down the name of the preferred indicator then click **submit** then click **ok**. The new indicator will now appear in the indicator panel.

To edit an existing indicator, select the indicator in the **IUS window** then select **edit**.

This will lead you to the Indicator window where the user can edit the indicator name.

Afterward click **submit** and **ok**

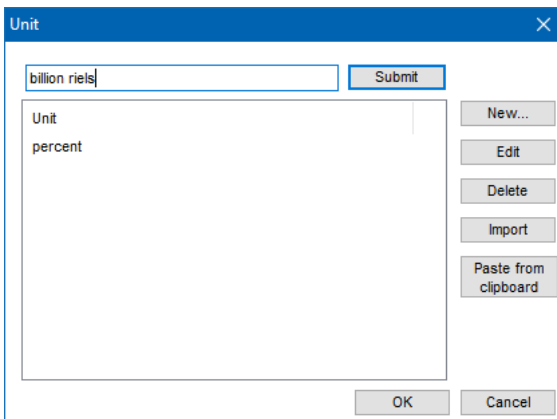


## To create units:

Go to the **unit panel** and follow the same process as indicator generation.

Select **new** to create a new measurement unit or **edit** to change the existing unit.

Afterward click **submit** and **ok**

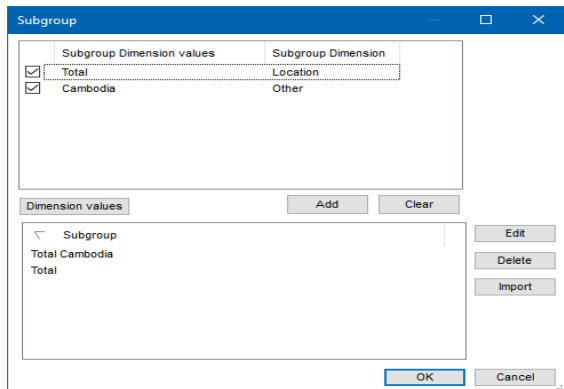
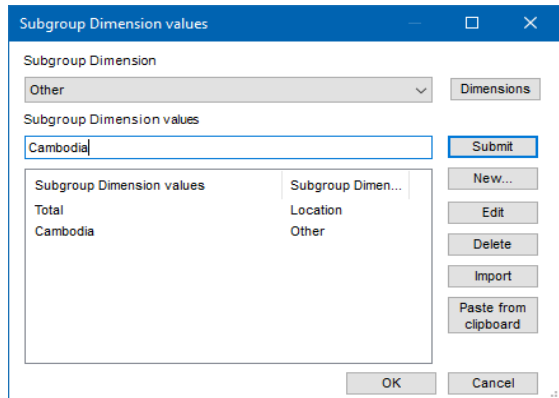
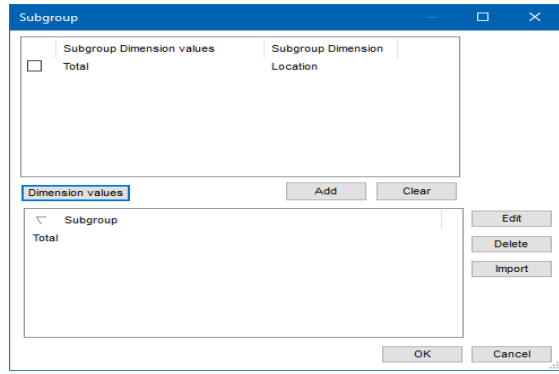


## To create subgroups:

Go to the **subgroup** panel and click **new**. Select **dimension value** then a new window will appear.

Select the preferred **subgroup dimension** from the dropdown list, then enter the preferred name in the **subgroup dimension values**. Select **submit** and then **ok**.

Afterward in the **subgroup window**, tick your newly created subgroup in the top and select **add**. This will move the dimension value downward, then click **ok**.



Use this method to create your preferred list of indicators, units and subgroups. After the list has been created, it can then be arranged into IUS form. Simply tick the right combination of IUS in the IUS window just as shown in Figure 1.5. In this case, an indicator “GDP current price” measured in “billion riels” focus on “Cambodia” will be created.

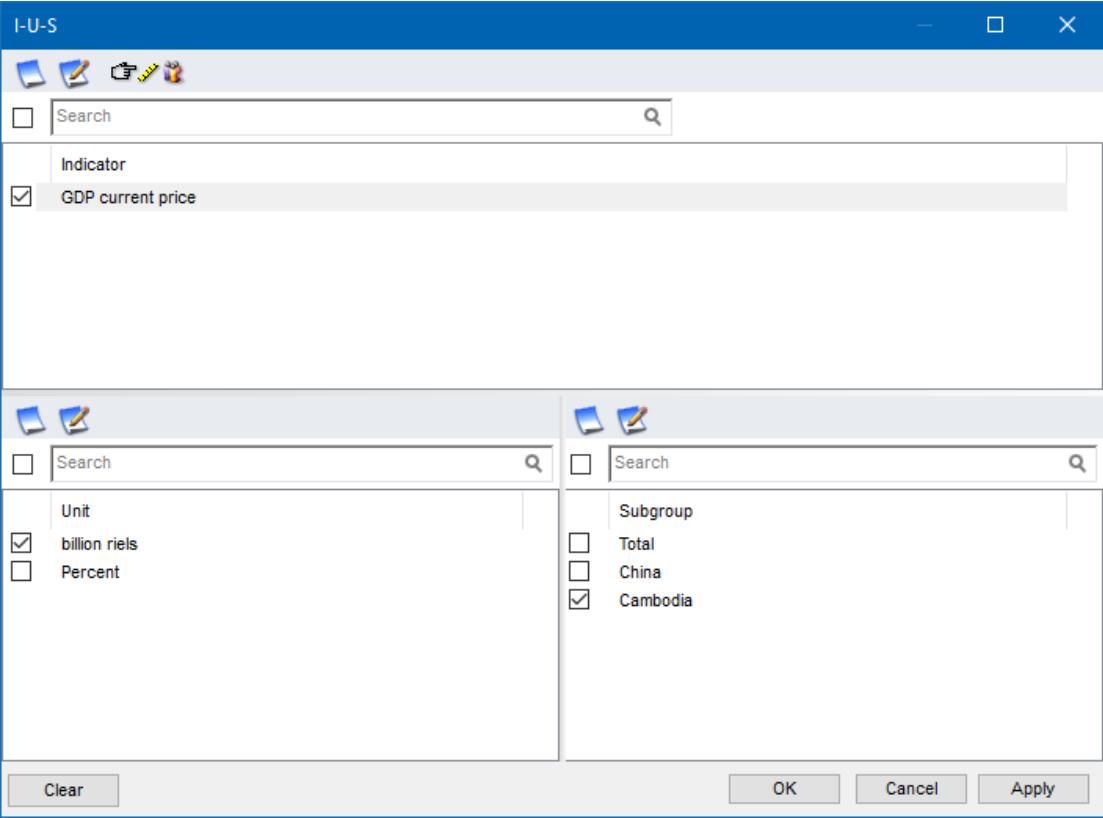


Figure 1.5: IUS Window with content

The next step is to categorized the indicators. First go back to the admin homepage. On the bottom, right, select **Step 1-Indicators**. You will see a dropdown option. Select **Step 2-Indicator Classifications**. This will take you to the next step of categorization.

Using the top panel (Figure 1.6), you can edit the classification of the left-hand side. By default, classification will be made under **Sector**. Create your preferred classification using the tools on the top panel. Afterward, select the preferred sub-sector on the left-hand side, then tick the IUS. This will classify that specific IUS under the selected sub-sector.

Select **save** and done.

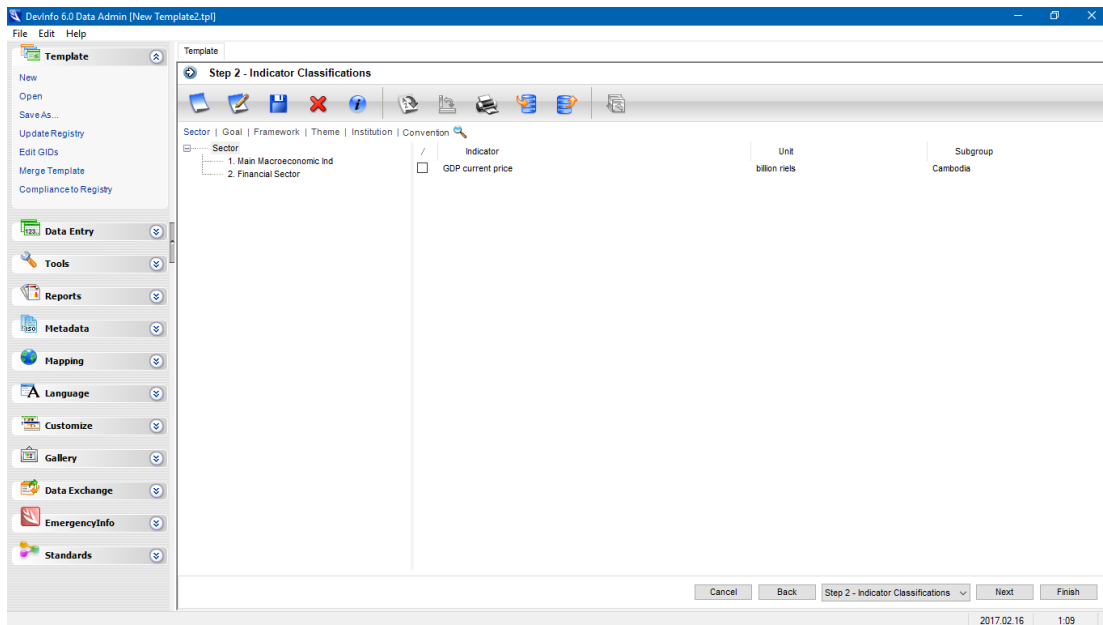


Figure 1.6: IUS Window (Step 2)



# Step 2: Input Generation

After the database template was created, you can proceed to generating the input for the template. The format for the input can be copy from the administrator. Basically, the excel file represent one indicator. In order for the excel to be readable by the **DevInfo**, the admin needs to:

<b>First heading</b>	<p>Change the classification details (R3-R7) to match the details in the database template.</p> <p>This include changing <b>Sector, Class, Indicators</b> and <b>Unit</b>. <b>Decimals</b> is optional.</p>
<b>Second Data</b>	<p>Change the data from R11 onwards.</p> <p>Ideally, change <b>Time, Data Value, Subgroup</b> and <b>Source</b>. If you have more than 1 subgroup, insert the data after you finished with the first subgroup.</p>
<b>Third Saving</b>	<p>Save the excel into folder for compilation later</p>

Time	Area ID	Area Name	Data Value	Subgroup	Source	Footnotes	Denominator
1993	ASKHM	Cambodia	6813.19	Total	MEF_Macroeconomic Framework		
1994	ASKHM	Cambodia	7105.04	Total	MEF_Macroeconomic Framework		
1995	ASKHM	Cambodia	8433.71	Total	MEF_Macroeconomic Framework		
1996	ASKHM	Cambodia	9201.92	Total	MEF_Macroeconomic Framework		
1997	ASKHM	Cambodia	10145.33	Total	MEF_Macroeconomic Framework		
1998	ASKHM	Cambodia	11720.32	Total	MEF_Macroeconomic Framework		
1999	ASKHM	Cambodia	13376.07	Total	MEF_Macroeconomic Framework		

Figure 2.1: Input Table

# Step 3: Importing

The final step in creating the database is to import the input into the database template. First go the **DevInfo admin** application. On the left sidebar, select **Tools**, then **Import**.

Choose the path where you have compile all the input data (Figure 3.1) then click on the **select all** arrow to move the input file to the right panel. Proceed to the step 2 by clicking **Next** on the bottom right.

Then you can select the database template for your input. After making the selection, click **Next**. The steps forward consist of matching and checking for errors in classification. If the classification in each input files match the database's, then no error will be shown. Click Finish and you will be asked to save the new database file.

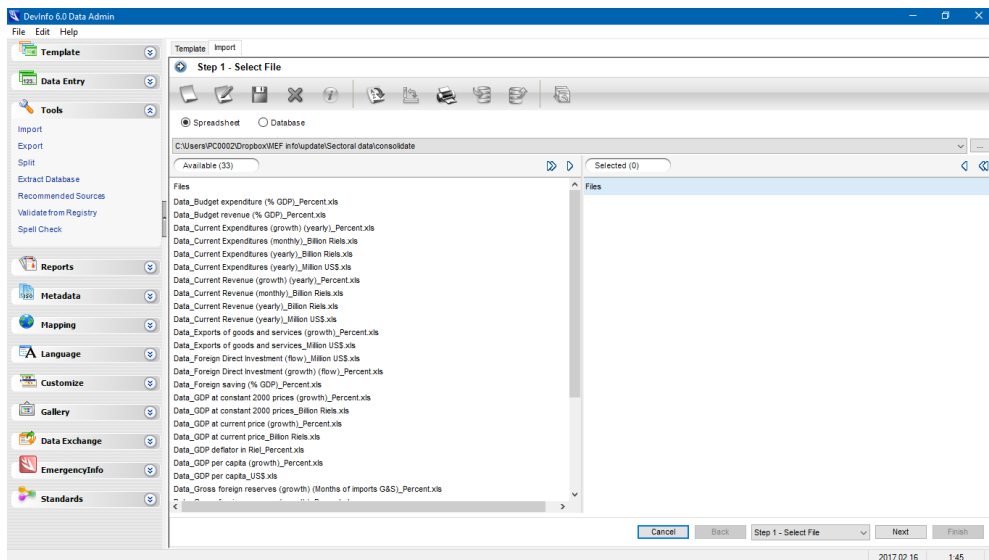


Figure 3.1: Importing Panel