



REQUESTING A CHANGE OR NEW FEATURE IN ISIKHNAS.

What kind of change would you like to request?

✓	Type of change	Examples	Complete Section
	New type of data	<ul style="list-style-type: none"> • Data about wildlife sightings. • Data about commercial farms. • Data about market traders. 	B
	New way to collect data	<ul style="list-style-type: none"> • Data may already be collected through an SMS but you also want to be able to send the same data in a spreadsheet. 	A
	Modification	<ul style="list-style-type: none"> • Make the system accept only desa level data for a particular SMS report, or insist that particular users (say, Vets) should never report "OTHER DISEASE", for example. 	A
	New or improved output	<ul style="list-style-type: none"> • Change a website report so that it includes additional or different fields, or links to individual records • Add a new report – table, chart or map • Change the parameters in the default report 	A
	Change to the website	<ul style="list-style-type: none"> • Change a menu item • Suggest a new widget on the dashboard • Ask for some new links 	A
	New standard	<ul style="list-style-type: none"> • A new item in the data standards list, such as new species, animal type or user type • A new synonym for a disease or sign • New drugs added to the drug list 	A
	Other	<ul style="list-style-type: none"> • Only use this if you do not think the other options describe what you want to do. 	A

A MINOR CHANGE OR IMPROVEMENT

1. Describe as clearly as possible what you would like to see change or what you would like to be able to do.

- Include Ideas about what it might look like or how it might work best
- Provide the address line (URL) of the website page for example to show where the change should be, or draw a little picture, or add a screen shot with some arrows etc.

2. Why do you want this change?

3. Who will be affected by the change? Eg Who will benefit or who will have to do more because of it?

4. How will it bring **benefit** to users? Where is the benefit for the people reporting the data? If you can't think of any then how can you *build in benefit* in some way?

5. What changes to the **training or documentation** will have to be made?

6. Does the change **significantly** alter the way users will have to do their routine work?

B MAJOR CHANGE – NEW DATA TYPE

1. Describe what new data type you want.

2. Will it require new standards -Internal system lists which restrict the data accepted by the system and gives standard codes for each of these pieces of data.

3. Why do you want this new data type added? How will the data be used?

4. Who will use the data?

5. How will it best be collected? SMS? Spreadsheet?

6. **Who** will collect it? Who will report the data? Are these people current users or new users?

7. What is the **benefit** to the people reporting the data? If you can't think of any then how can you *build in benefit* in some way?

8. What **data currently** in the system will it need to be **linked** with?

9. Does it require any **change in SOPs** or will it change to the way people do their routine work?

10. Are the reporters and users **equipped to adapt** to this change or do they need new skills which will require training? What training will be involved to help users understand and use the new feature?

11. What changes will have to be made in the **iSIKHNAS Wiki** to incorporate the change?

12. What **additional steps or documentation** will have to be written? Who will do this?

13. **When** is this change required/desired?

14. Will the change **significantly** alter the way users currently do their **routine** work?