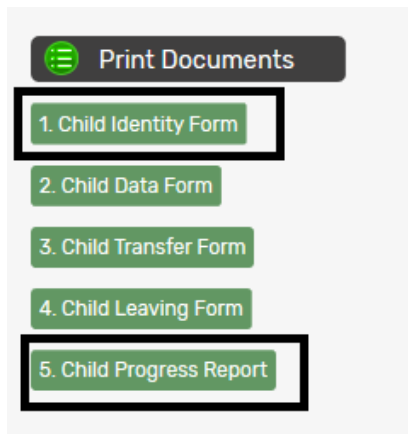


Release notes WDCAP version 3.2.0 (13-11-2019)

At 13-11-2019 at the end of the day a new WDCAP version will be installed.
See below an overview of the changes in this new WDCAP version.

Child details / Print documents

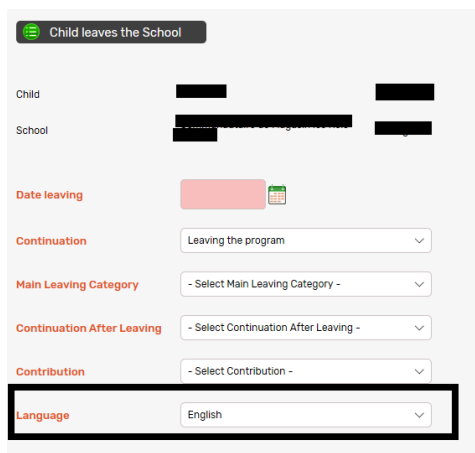


If child identity forms or child progress reports are requested for other donors than Woord en Daad, the program will create an excel file with the same information as in the pdf for Woord en Daad.

Child details / New leaving

There is a new option "Language" available in the process of entering a leaving form. By using this option, it is possible to add leaving information in an other language than English (choices are: French, Spanish or Dutch), before sending it to Woord en Daad. In case an other language than English is selected, translation need to be done first before sending the leaving form to Woord en Daad. In worklist 6 the translate option is available.

The initial value is the language of the user but it is possible to modify the language.



Child leaves the School	
Child	[Redacted]
School	[Redacted]
Date leaving	[Redacted]
Continuation	Leaving the program
Main Leaving Category	- Select Main Leaving Category -
Continuation After Leaving	- Select Continuation After Leaving -
Contribution	- Select Contribution -
Language	English

Worklist 6 (in case translation is needed).
Click on the translate link:

Another screen appears. Click on the edit link and in the box at the top you can add the translation and save it.

Once you've translated the leaving form, you can return to worklist 6 and click on the 'send' link.

Child details / School history detail

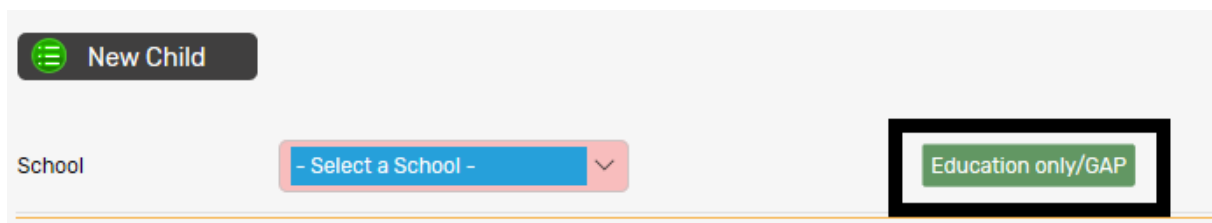
If you add a new line in the school history the program now asks if the class that was selected for the new history line should also be saved in the child details. In the past this was not done automatically and we noticed that there are now several children in WDCAP where the class from the child details screen is different from the class from the first line in the school history.
At 12-11-2019 when this new release will be installed we will automatically write the class in the first history line to the child to eliminate these differences.

New child / New family

When new GAP children are added via "New child" it is no longer mandatory to enter the favorite play activity and the main characteristics of the child. Also the occupations of both parents , transport , number of rooms, water facility, electricity, parent situation on the new family screen are optional

When a new child is added WDCAP gives an error message if the family name is also added as first name. This is to avoid that the child name contains the family twice.

New child / Education only / GAP



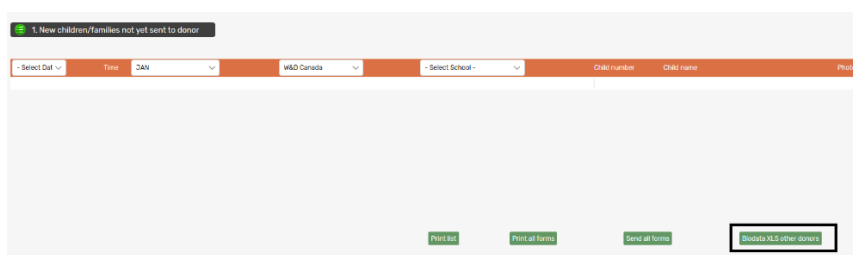
The screenshot shows the 'New Child' form. At the top left is a button labeled 'New Child'. Below it, there is a 'School' label and a dropdown menu with the text '- Select a School -'. To the right of the dropdown is a green button labeled 'Education only/GAP' which is highlighted with a black rectangular box.

It is now also possible to add GAP children via the button Education only / GAP. The advantage of this option is that only a limited number of fields have to be entered. (see below)



The screenshot shows the 'New Child - Education Only/GAP' form. At the top left is a button labeled 'New Child - Education Only/GAP'. Below it, there is a 'School' label and a dropdown menu with the text '- Select a School -'. To the right of the dropdown is a green button labeled 'Import via Excel'. Below these fields, there are several input fields: 'Child number', 'First name', 'Family Name', 'Date of birth', 'Class', 'In project since', and 'Type'. The 'Type' field has two radio buttons: 'Education only' and 'GAP'. The 'Education only' radio button is selected and highlighted with a black rectangular box. There are also gender selection buttons 'Boy' and 'Girl' and an 'Age' label.

Worklist / 1. New children not yet sent to donor



The screenshot shows the 'New children not yet sent to donor' worklist. At the top left is a button labeled '1. New children/families not yet sent to donor'. Below it, there is a table with columns: 'Select Dat', 'Time', 'DAN', 'WAO Canada', 'Select School', 'Child number', 'Child name', and 'Photo'. At the bottom of the table, there are four buttons: 'Print list', 'Print all forms', 'Send all forms', and 'Generate ACS other donors'. The 'Generate ACS other donors' button is highlighted with a black rectangular box.

Only if sponsor children of multiple donors are registered in WDCAP, there is a new option to create an excel file for other donors than Woord en Daad NL with the same information as on the current pdf

[Leaving data](#)
[Boys Leaving Data](#)
[Girls Leaving Data](#)

Reporting / Education statistics / Indicators

Tab 2 (Details #5&6) and 3 (Details #7) are merged to 1 tab (Details #05&6&7)

There is a new tab 4 added to the excel file (Details S01&8). See below.

These updates were done in line with the new compulsory indicators for education and sponsorship in 2019. Now these education statistics can be used for reporting to W&D.

Reporting table
Name organisation @org@
Country @country@
Reporting period @period@

Reporting on Indicator S01 annual numbers and percentage of leaving students who contribute to the impact of the sponsorship
Reporting on Indicator S08- annual numbers of sponsored students
Reporting on Indicator S08- annual numbers and percentage of leavings

[Always refer to indicator reference sheets \(IRS\) for definitions](#)

	Number of leaving students contributing			Percentage of leaving students contributing		
	Female	Male	Total	F	M	Total
IGAP			0			
GAP			0			
Total	0	0	0	0%	0%	0%

Type of sponsorship	Numbers sponsored		
	Female	Male	Total
IGAP			0
GAP			0
Total	0	0	0

Type of sponsorship	Number of leavings			Percentage of leavings		
	Female	Male	Total	F	M	Total
IGAP			0			
GAP			0			
Total	0	0	0	0%	0%	0%

Important information from the IRS:

Reporting / Education statistics / Indicators last 5 years (new)

This new option on the education statistics screen activates an excel with most indicators for the last 5 years.

It is not necessary to select a schoolyear. It is optional to create the excel for 1 donor or 1 school.

The indicators are calculated at the end of the day so they remain the same the next day.

This new excel provides partner organisations easy insight in their results over the last 5 years.

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[Greetings from sponsors](#)
[Greetings to Sponsor](#)
[Sponsorship statistics](#)
[Leaving Statistics](#)
[Education statistics](#)
[Performance Management](#)
[Daily Activity Log](#)

Education statistics

Donor

School

Schoolyear

Year calculation

Indicators

Indicators last 5 years

Multi-annual indicator report WDCAP											
Shows the compulsory indicators based on the database of WDCAP over the last reporting years. A 'year' (e.g. 2018) refers to the school year that ended in that year.											
Name organisation	xxxxxxxxxx										
Country	xxxxxxxxxx										
School											
Donor											
Date of download	29-10-2019										

	Indicator	2015		2016		2017		2018		2019	
		Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
*E05	Successfully completed PPE			1	50%	172	73%	167	87%	271	87%
	Successfully completed PE			4	100%	222	76%	214	82%	263	74%
	Successfully completed SE			83	98%	171	93%	161	95%	138	76%
	Successfully completed HE										
	Successfully completed VE										
	Total / average			88	98%	565	80%	542	87%	672	80%

	Indicator	2015		2016		2017		2018		2019	
		Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
*E06	Continued from PPE to PE							187	13%	167	12%
	Continued from PE to SE					2	0%	250	15%	228	14%
	Continued from SE to HE							3	75%	8	88%
	Continued from SE to Vocational Education										
	Finding a relevant job after successfully completing SE										
	Finding a relevant job after successfully completing HE										
	Total					2	0%	440	15%	403	51%

	Indicator	2015		2016		2017		2018		2019	
		Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
*E08-a	Number of students in PPE			8	6%	592	16%	459	13%	651	16%
	Number of students in PE	1	5%	30	21%	1571	43%	1392	41%	1797	44%
	Number of students in SE	18	95%	104	73%	1504	41%	1574	46%	1650	40%
	Number of students in HE					3	0%	4	0%	13	0%
	Number of students in VE										
	Total	19	100%	142	100%	3670	100%	3429	100%	4111	100%

		2015		2016		2017		2018		2019	
	Indicator	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
S01	Number and percentage of leaving children who add value to their families / communities									529	93%
		2015		2016		2017		2018		2019	
	Indicator	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
S08	Number of individually sponsored children (IGAP)			3	100%	32	100%	56	100%	67	100%
	Number of group sponsored children (GAP)										
	Total			3	100%	32	100%	56	100%	67	100%
		2015		2016		2017		2018		2019	
	Indicator	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
*E08-b/c	Drop outs PPE			4	66%	126	21%	64	14%	126	27%
	Drop outs PE			10	33%	294	18%	229	16%	366	20%
	Drop outs SE			16	24%	185	12%	231	14%	491	30%
	Drop outs HE					1	50%				
	Drop outs VE										
	Total			30	33%	606	17%	524	15%	983	26%
		2015		2016		2017		2018		2019	
	Indicator	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
S08	Leavings IGAP			54	100%	669	100%	571	100%	959	100%
	Leaving GAP									2	0%
	Total			54	100%	669	100%	571	100%	961	100%

Reporting / Performance Management (new)

In the past years partner organizations and Woord en Daad have been discussing how to structurally improve the quality of the sponsorship program, both in terms of process and content. In order to get insight in the administrative process as well as some content related indicators, we have set up 11 performance indicators that are automatically monitored in WDCAP. For partner organizations this is an opportunity to easily get insight in the general performance of the program. This will be part of the W&D quality management, which will be further elaborate and communicate in 2020.

This new option in the reporting menu activates an overview with the 11 indicators, split in administrative and program performance (see below) . Automatically the indicators of yesterday are displayed (because the indicators are calculated at the end of the day) but it is possible to select an earlier date. Please note that there is no history for the dates before October 31st, 2019.

With the Print button it is possible to get a print with the indicators.

✓ = Good / ⚠ = Attention / ✗ = Critical

Search...

Advanced Search

Schools and Classes

Messages

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Actions >>

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Classes

Selections

Left children contact details

Greetings from sponsors

Greetings to Sponsor

Sponsorship statistics

Leaving Statistics

Education statistics

Performance Management

Daily Activity Log

School totals

General >>

Last opened:

Choose Date

28-10-2019

Administrative Performance


Topic	Indicator	Value	Status	Details
Child sponsoring information	Percentage of children that has send 2 letters in the previous 12 months	89 %		Details
Child sponsoring information	Percentage of children that has send 1 picture in the previous 12 months	95 %		Details
Child sponsoring information	Percentage of children that has send 1 progress report in the previous 12 months	48 %		Details
Response time	Response time to free messages is adequate (average over the past 12 months)	2 days		Details
Leavings	Leavings are communicated within 4 weeks after the date of leaving (average over the past 12 months)	5 weeks		Details
School history	No blanks in continuation codes for sponsored children for previous school year	521 Children		Details

Program Performance














Topic	Indicator	Value	Status	Details
Leavings reported Individual sponsoring	Individual sponsoring leavings reported in the current school year compared to previous school year	% change		Details
Leavings reported Group sponsoring	Group sponsoring leavings reported in the current school year compared to previous school year	% change		Details
Planning Individual sponsoring	Number of individually sponsored children in WDCAP (current) compared to planned number for this month	10 % difference		Details
Planning Group sponsoring	Number of Group sponsoring children WDCAP (current) compared to planned number for this month	0 % difference		Details
Years in program	How many years did leaving children stay in program (average over the previous 12 months)	6 years		Details

Print

Click on the details button to see a screen with the values of the last 12 months and an explanation of the performance indicator and the status symbols.

Admin Performance			
Topic	Indicator	Value	Status
Child sponsoring information	Percentage of children that has send 2 letters in the previous 12 months	89 %	

This shows the percentage of individually sponsored children that has send 2 letters in the past 12 months. Below these percentages per month for the last year. Explanation status symbols: Good above 90%. Attention between 80-90%. Critical below 80%.

Admin Performance Details		
Detail	Value	Status
2019-10	89 %	
2019-09	89 %	
2019-08	89 %	
2019-07	89 %	
2019-06	79 %	
2019-05	47 %	
2019-04	24 %	
2019-03	0 %	
2019-02	0 %	
2019-01	0 %	
2018-12	0 %	
2018-11	0 %	
2018-10	0 %	

Print

General / Schools

If a school has no active children it is now possible to mark the checkbox "inactive". If this is marked and saved this school is no longer visible in the selection lists in WDCAP. In the menu General / Schools there is a checkbox "Include history" to indicate that all schools (including the inactive) must be displayed.

School Details

School Number

102

School Name

Country

Donor

1:Woord en Daad

Minimum Child Age

3

Maximum Child Age

15

Children Are Mostly

☐ DaySchooler
 ☒ Residential

Initial value boy / girl

☐ Boy
 ☒ Girl

☐ Inactive

Schools

☐ Include History

School Number	School Name	Donor
---------------	-------------	-------

General / Classes

If a class has no active children it is now possible to mark the checkbox "inactive". If this is marked and saved this class is no longer visible in the selection lists in WDCAP. In the menu General / Classes

there is a checkbox "Include history" to indicate that all classes (including the inactive) must be displayed.

The image shows two parts of a web interface. The top part is a form titled "Classes (all schools)" with the following fields: "Class name English" (Accelerated room), "Class name Spanish" (Accelerated room), "Education type" (Pre-primary education), "Class number" (0), "Final grade" (checkbox), "Grade 5" (checkbox), "Nr of years up to Gr5" (0), and an "Inactive" checkbox which is highlighted with a black box. The bottom part is a summary bar with three elements: a "Classes (all schools)" button, an "Available classes in school" button, and an "Include History" checkbox which is also highlighted with a black box.

General / Users

The image shows the "General / Users" settings page. On the left is a sidebar menu with "General" and "Users" highlighted with black boxes. The main content area contains the following fields: "Language" (GB:English), "Email Address" (redacted), "Password" (masked with dots), "Start Date" (12/09/2013), "End Date" (empty), "Login Failures" (0), and "Notify when new message is received" (checkbox). At the bottom, a table titled "Donar Name" and "Allowed" is highlighted with a black box. The table has two rows: "Woord en Daad" with a checked checkbox, and "W&D CA/US" with a checked checkbox.

Donar Name	Allowed
Woord en Daad	<input checked="" type="checkbox"/>
W&D CA/US	<input checked="" type="checkbox"/>

If there are multiple donors then it is now possible to define for every WDCAP-user which donor is allowed. So if in the example above W&D CA/US is not checked the user is not able to see the children that are sponsored by W&D CA/US.