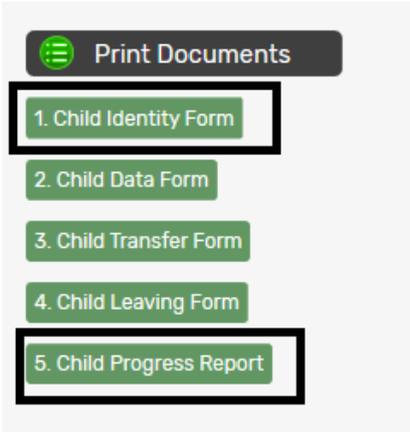


Release notes WDCAP version 3.2.0 (13-11-2019)

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.

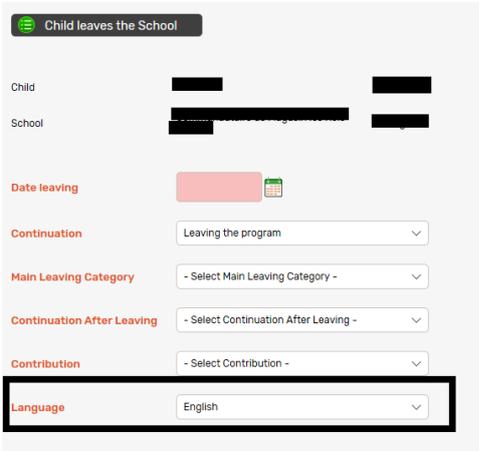
Child details / Print documents



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.



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

6. New leaving forms not yet sent to donor

- Select Dat	Time	ANNELIEN	- Select Donor -	- Select School -	Child number	Child name	Translate	send
30/10/2019	13:13:45	ANNELIEN	Woord En Daad	Dessie Hope School	811011352	Mohammed Yimer Yesuf	Translate	send

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

6. New leaving forms not yet sent to donor

- Select Dat	Time	ANNELIEN	- Select Donor -	- Select School -	Child number	Child name
30/10/2019	13:13:45	ANNELIEN	Woord En Daad	Dessie Hope School	811011352	Mohammed Yimer Yesuf

Donor language: GB(English-NL)

Entered Text: C'est un test

Text in Donor Language: [Empty]

Save

Questions	Entered Text	Text in Donor Language
Does this child continue education on the same or on another school? Please explain.	C'est un test	(edit)
If changed, what kind of further education will the he/she follow?	C'est un test	(edit)
What kind of violence did he/she face?	C'est un test	(edit)
Questions	Entered Text	Text in Donor Language
Please write your thoughts on this leaving: is it positive or negative? Describe something more about the situation, the reasons behind the leaving and/or the continuation. This is very valuable information for sponsors to keep them engaged and increases the chance that they will sponsor a new child!	C'est un test	(edit)

Done

Cancel

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.

School History detail

Child Name: [Redacted]

Child number: [Redacted]

School: [Redacted] Class: Thirteenth

Specialization: - Select a Specialization -

Schoolyear: 2019 Continuation: - Select -

Date Start: 02-08-2019

Remarks: [Empty]

If this student is leaving the program, go to Child details > Child leaving

Also change the class of the child to Thirteenth

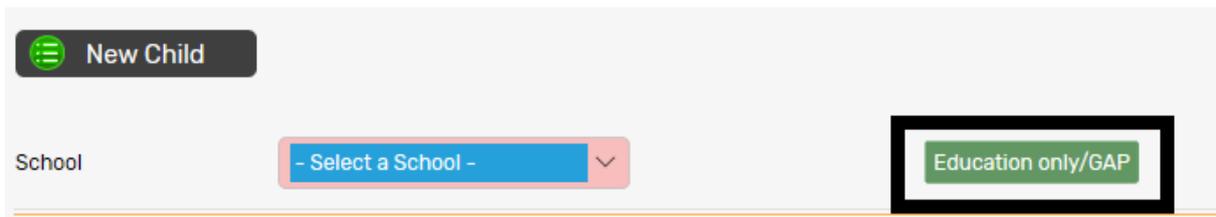
Yes No

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

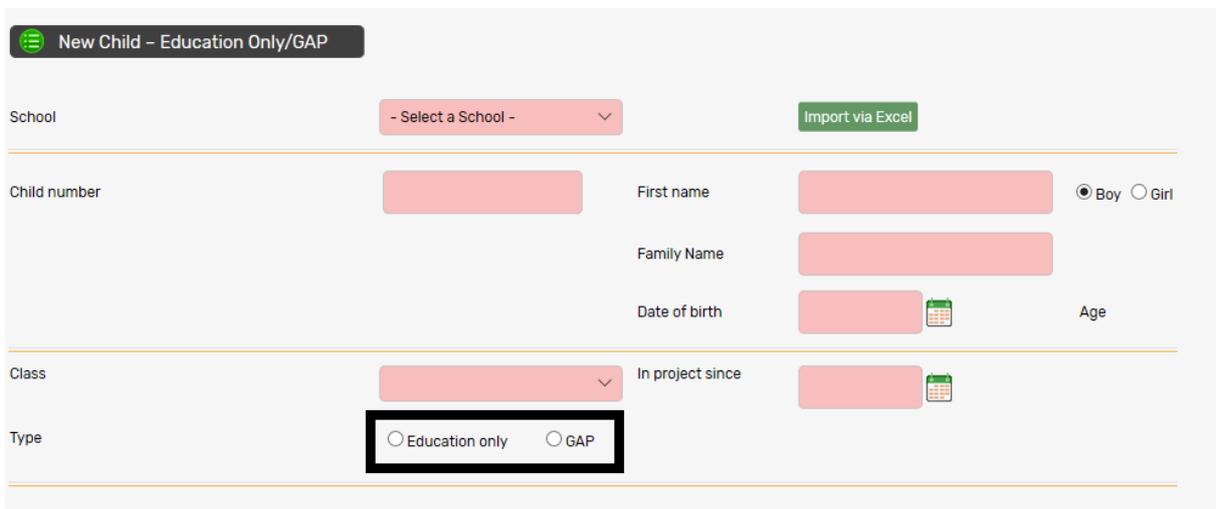
When a new child is added WDCAP gives an error message if the family name is also added as first name. This is to avoid that the child name contains the family twice.

New child / Education only / GAP



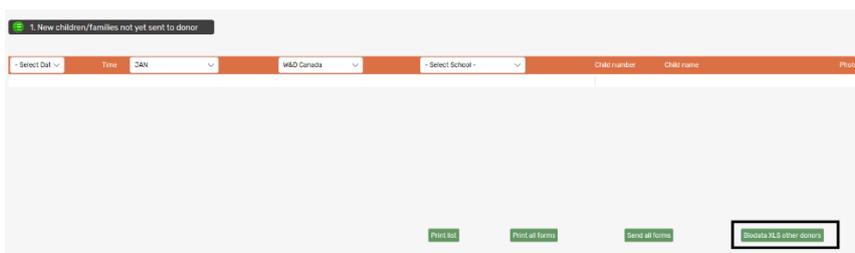
The screenshot shows the 'New Child' form. At the top left is a 'New Child' button. Below it is a 'School' dropdown menu with the text '- Select a School -'. To the right of the dropdown is a green button labeled 'Education only/GAP', which is highlighted with a black border.

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. It includes a 'School' dropdown menu with '- Select a School -' and an 'Import via Excel' button. The form has several input fields: 'Child number', 'First name', 'Family Name', 'Date of birth', 'Class', and 'In project since'. There are also radio buttons for 'Boy' and 'Girl', and 'Age'. At the bottom, there are two radio buttons for 'Type': 'Education only' and 'GAP'. The 'Education only' radio button is highlighted with a black border.

Worklist / 1. New children not yet sent to donor

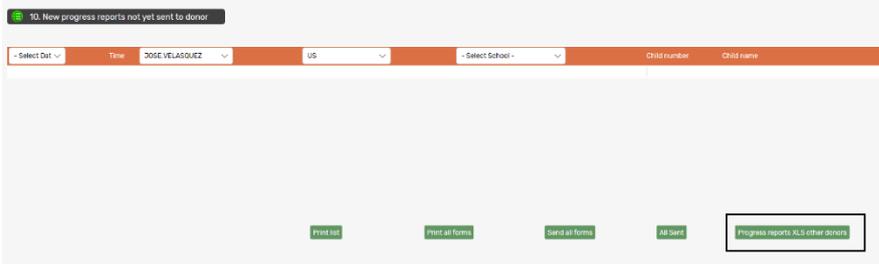


The screenshot shows a worklist titled '1. New children/families not yet sent to donor'. It features a table with columns: '- Select Dat', 'Time', 'DAN', 'W&D Canada', '- Select School', 'Child number', 'Child name', and 'Photo'. Below the table are four buttons: 'Print list', 'Print all forms', 'Send all forms', and 'Generate MS Excel report'. The 'Generate MS Excel report' button is highlighted with a black border.

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

for Woord en Daad. If the excel file is created the program asks for a confirmation and then the worklist rows are deleted.

Worklist / 10. New progress reports not yet sent to donor



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 for Woord en Daad. If the excel file is created the program asks for a confirmation and then the worklist rows are deleted.

Worklist / 12. Stopped sponsors reported by the donor

When you apply the messages in this worklist, only those children of which the last photo and description of the living situation are added in WDCAP longer than 6 months ago, will be added to worklist 20 (to send a new child identity form)

Worklist / 19. Children older than 22 years

This worklist is re-introduced. If the child reaches the age of 22 years and the study is not finished within 6 months there is automatically a leaving form sent (via worklist 6) to stop the sponsoring and the status of the child is set to 8 (22+ yrs old, not supported by Donor)

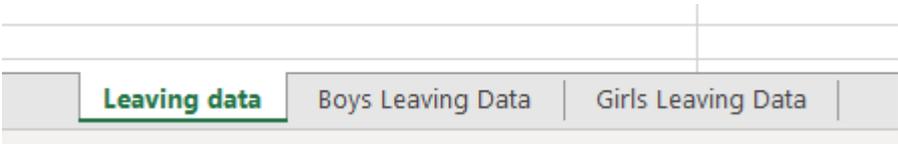
Reporting / Selections

The excel file is extended with a new column "Date start sponsoring"

	P	Q	R	S
ig	Donor	Date start sponsoring	Date end sponsoring	Status
	Woord en Daad	1-3-2019		sponsored
	Woord en Daad	1-3-2019		sponsored
	Woord en Daad	1-3-2019		sponsored

Reporting / Leaving statistics

The excel file is extended with a new tab with boys totals and a new tab with girls totals



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%

Numbers sponsored			
Type of sponsorship	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.

Education statistics

Donor: - Select Donor -

School: - Select a School -

Schoolyear: - Please select schoolyear -

Year calculation:

Indicators: Indicators last 5 years

Navigation menu: Advanced Search, Schools and Classes, Messages, Worklist, Actions, Reporting, Classes, Selections, Left children contact details, Greetings from sponsors, Greetings to Sponsor, Sponsorship statistics, Leaving Statistics, Education statistics, Performance Management, Daily Activity Log

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	xxxxxxxxxxx
Country	xxxxxxxxxxx
School	
Donor	
Date of download	29-10-2019

Indicator	2015		2016		2017		2018		2019	
	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								
*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%
*E06 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								
*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								
S01	Number and percentage of leaving children who add value to their families / communities									529	93%

		2015		2016		2017		2018		2019	
Indicator		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								
*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								
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

The screenshot shows the 'Performance Management' section of the WDCAP interface. It features a search bar, a date selector set to '28-10-2019', and a sidebar with navigation options like 'Advanced Search', 'Actions', 'Reporting', 'Classes', 'Selections', 'Performance Management', 'Daily Activity Log', and 'School totals'. The main content area displays two tables: 'Administrative Performance' and 'Program Performance'. Each table lists indicators with their values and status symbols (green for Good, yellow for Attention, red for Critical). A 'Print' button is located at the bottom right of the tables.

Topic	Indicator	Value	Status	Details	
Administrative Performance	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	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

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:

School Name:

Country:

Donor:

Minimum Child Age:

Maximum Child Age:

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.

Classes (all schools)

Class name English Accelerated room

Class name Spanish Accelerated room

Education type Pre-primary education

Class number 0

Final grade

Grade 5

Nr of years up to Gr5 0

Inactive

Classes (all schools) Available classes in school Include History

General / Users

Reporting >>

General >>

Setup

Dashboard

Donors

Schools

Classes

Code Lists

Users

Language GB:English

Email Address

Password

Start Date 12/09/2013

End Date

Login Failures 0

Notify when new message is received

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.