How to Add Enumerator(s) in the Menu

Before start work we need create enumerators' username and password for login. Each supervisor has two teams. One team comprises on one male and one female enumerator. Each supervisor will create four accounts in his tablet.

Note: Those who are using predefine enumerator login information, they remove "**DOUBLE SLASHES**" before this syntax. *syncfile(GET, "/Application/106_Ext_Data/UserNamePassword.txt","../106_Ext_Data/UserNamePassword.txt")*;

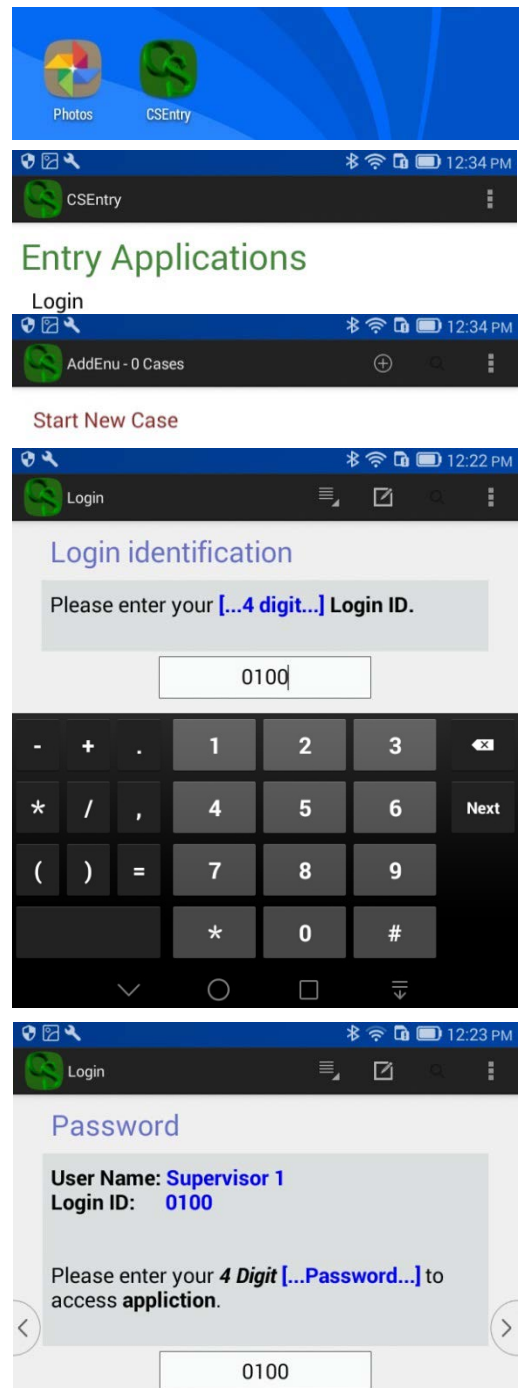We begin by opening CSPro by single tap on the tablet screen.

Step 1: Tap on Login to start Application. Once the application is open, start adding new cases by tapping on "Start New Case" on the next screen.

Enter 4 digits supervisor ID. In our case we are using 0100 ID to login supervisor. We have 10 supervisors' login ID in the external data file, which is as follows:
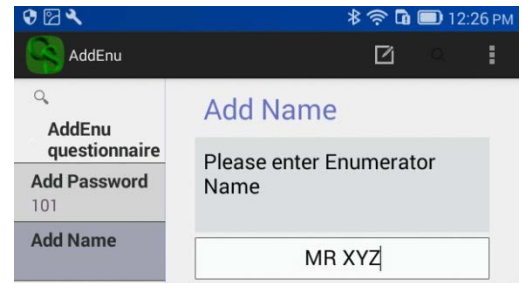0100; 0200; 0300; 0400; 0500; 0600, 0700; 0800; 0900 and 1000.

The login ID and password is same for each supervisor.

Step 2: We login from the supervisor one and his login ID is 0100 as shown in the picture.
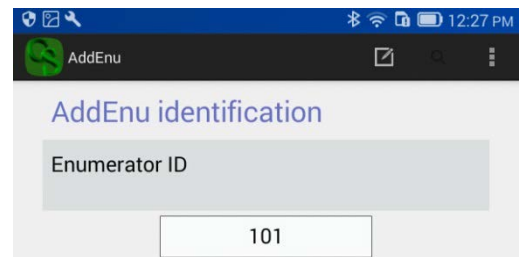
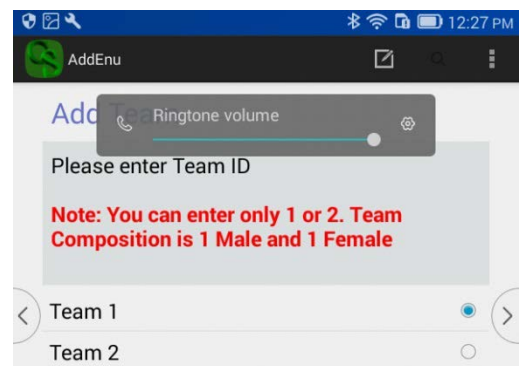**Step 3:** Enter password as shown in the picture and tap on next;
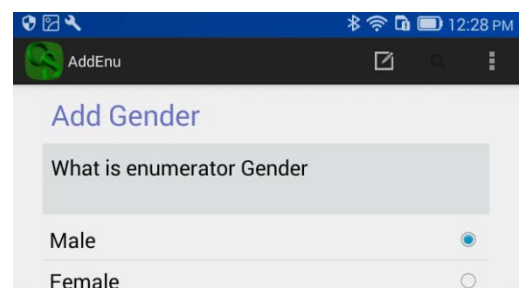
Step 4: Type enumerator name and tap on next;

Step 5: Enumerator ID will create auto;
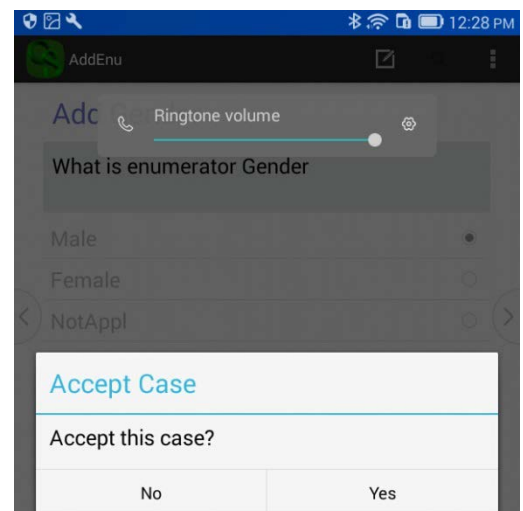

Step 6: Select Team based on your team composition;

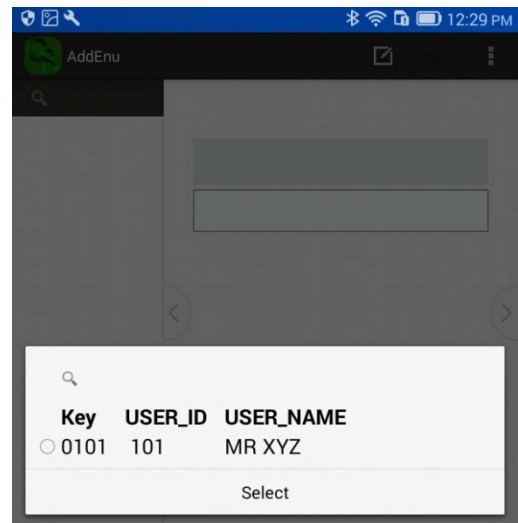**Step 7:** Select enumerator gender and tap on next;

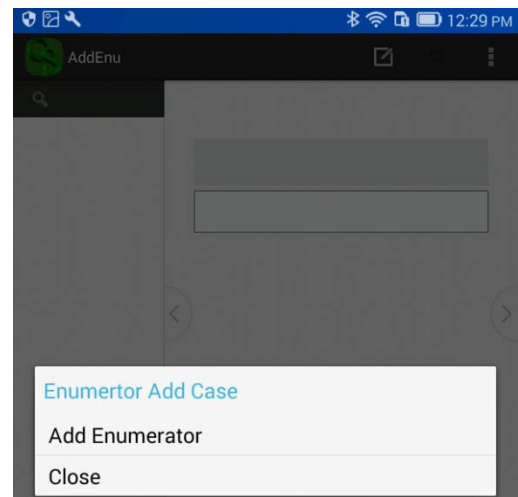**Step 8**: Select "Yes" option to save case;

Now you will be on "Start New Case" screen. Tap on "Start New Case" to move forward.

Now you screen will be look like as shown in picture.

Step 9: Just tap on "Select" and your next window will be as shown in picture

You will repeat step 3 to 6 and on the 7th step you will select gender "Female" because we are using team composition of 1 male and 1 female for each team. In step 8 you will save the case. Now your team 1 is complete.

Now you will repeat from "Start New Case" to Step 5 and in step 6 you will select Team 2 and after that you will repeat Step 7 to 9.

Make amendment

If you want to make any change, slecte the enumerator name then tap on "Select" option. You wll get edit and delete option to make any change.