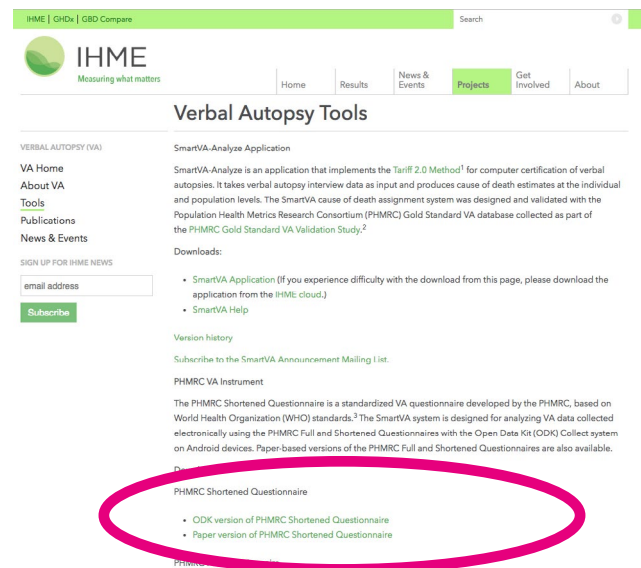# CRVS technical guide
How do I translate the SmartVA instrument?

This *SmartVA IT action guide* describes how to translate the SmartVA instrument (Excel questionnaire and media files) into a different language for use through the Open Data Kit (ODK) platform. It has been adapted from the *SmartVA Technical User's Manual (V1.0)*, available at https://crvsgateway.info/file/5256/60

1 Download the Excel file and media folder

2 Change all relevant titles to the specific language

3 Create translations within the spreadsheet

4 Change default language setting

5 Submit your Excel document to convert into XForm

6 Download XFrom and put it on your tablet

7 Use the translated version of the instrument through ODK

Action guide – key steps

1 — **2** — **3** — **4** — **5** — **6** — **7**

Step 1: Download the Excel file and media folder

The current version of the SmartVA questionnaire can be downloaded from here: http://www.healthdata.org/verbal-autopsy/tools

Click on the download link.

Inside this document you will find all of the information that creates the survey including variable names, coding, skip patterns, constraints, and information regarding media files

The majority of these columns should be left alone

The only things you will be changing are marked with "LANGUAGE":

- ■ From the "Survey tab" this includes "caption::LANGUAGE", "constraint_message::LANGUAGE" and "hint::LANGUAGE"

- ■ From the "Choices" tab it includes "label::LANGUAGE".

1 — **2** — **3** — **4** — **5** — **6** — **7**

Step 2: Change all relevant titles to say the specific language that you are working with instead of "LANGUAGE"

Excel document title

- ■ For example: "PHMRC_Shortened_ Instrument_8_20_2015_LANGUAGE.xls" to "PHMRC_ Shortened_Instrument_8_20_2015_Swahili.xls"

Media folder

- ■ For example: "PHMRC_Shortened Instrument _8_20_2015_LANGUAGE-media" to "PHMRC_ Shortened_Instrument_8_20_2015_Swahili-media"

Within the "survey" tab

- ■ Set form id in row 2. For Example: "PHMRC_ Shortened_Instrument_8_20_2015_LANGUAGE" to "PHMRC_Shortened_Instrument_8_20_2015_Swahili"

- ■ Caption column header. For example: "caption::LANGUAGE" to "caption::Swahili"

- ■ Hint column header. For example: "hint::LANGUAGE" to "hint::Swahili"

Within the "choices" tab

- Label column header. For example: "label::LAN-GUAGE" to "label::Swahili"

Rename these titles to specific language

	type	name	caption::ENGLISH	caption::LANGUAGE	hint::ENGLISH	hint::LANGUAGE
1	type	name	caption::ENGLISH	caption::LANGUAGE	hint::ENGLISH	hint::LANGUAGE
2	set form id	PHMRC_Shortened_Instrument_8_20_2015_LANGUAGE				
3	get start time	interviewstarttime	Start time of interview			
4	get today	interviewdate	Date of interview			
5	begin group	Generalmodule	General Module			
6	add note prompt	gen_1_1	This instrument was developed by the **Population Health Metrics Research Consortium.** Swipe to begin the General Information Module.			
7	add note prompt	gen_1_2	Instructions to interviewer: Introduce yourself and explain the purpose of your visit. Ask to speak to the mother or to another adult who was the deceased's main caretaker during the illness that led to death. If this is not possible, arrange a time to revisit the household when the caretaker will be home.			
8	add note prompt	gen_1_3	My name is [your name]. I am your interviewer with (Organization Name). I have been informed that a death has occurred in your household. I am very sorry to hear that a member of your household has passed away. Please accept my sympathies. For the purpose of improving health care, we are collecting information on all recent deaths in this area. I would like to talk to the mother or main caretaker of the deceased and ask some questions about the events and any symptoms that the deceased had during her/his illness before death.			
9	add text prompt	sid	What is the study ID number?			
10						
11	begin group	general2	Background Section			
12	add text prompt	gen_2_4	Address of/directions to household			
13	end group					
14						
15	begin group	general3	Consent Section			
16	add note prompt	gen_3_b	INTERVIEWER: Read the consent form to the respondent. Ask the respondent if he or she has any questions. Once any questions are answered, ask the respondent if he or she is willing to take part in the study.			
17	add video prompt	gen_3_1a	Record video of respondent acknowledging consent.			
18	add select one prompt using yesnoonly	gen_3_1	Did respondent give consent?			

survey | choices | settings

Survey tab

Rename these titles to specific language

	list_name	name	label::ENGLISH	label::LANGUAGE
1	list_name	name	label::ENGLISH	label::LANGUAGE
2	yesno	1	Yes	
3	yesno	0	No	
4	yesno	8	Refused to answer	
5	yesno	9	Don't know	
6	monthDayNoAnswer	4	Days (enter on next page)	
7	monthDayNoAnswer	2	Months (enter on next page)	
8	monthDayNoAnswer	8	Refused to answer	
9	monthDayNoAnswer	9	Don't know	
10	yearMonthDayHourNoAnswer	5	Hours (enter on next page)	
11	yearMonthDayHourNoAnswer	4	Days (enter on next page)	
12	yearMonthDayHourNoAnswer	2	Months (enter on next page)	
13	yearMonthDayHourNoAnswer	1	Years (enter on next page)	
14	yearMonthDayHourNoAnswer	8	Refused to answer	
15	yearMonthDayHourNoAnswer	9	Don't know	
16	dayNoAnswer	4	Days (enter on next page)	
17	dayNoAnswer	8	Refused to answer	
18	dayNoAnswer	9	Don't know	
19	rashlocation	1	Face	
20	rashlocation	2	Trunk	
21	rashlocation	3	Extremities	
22	rashlocation	4	Everywhere	
23	rashlocation	8	Refused to answer	
24	rashlocation	9	Don't know	
25	sex	1	Male	
26	sex	2	Female	
27	sex	8	Don't know	
28	sex	9	Refused to answer	
29	yearMonthDayNoAnswer	4	Days (enter on next page)	
30	yearMonthDayNoAnswer	2	Months (enter on next page)	
31	yearMonthDayNoAnswer	1	Years (enter on next page)	

survey | choices | settings

Rename these titles to specific language

Fill translations into this column

Choices tab

1──**2**──**3**──**4**──**5**──**6**──**7**

Step 3: Choose output folder

For captions, hints, and choices insert translations in corresponding row.

- ■ For example: In the "caption::English" column (column C) in row 37 it states, "What is the sex of the respondent?":

- ■ Place the Swahili translation, "Andika jinsia ya mhojiwa?", in the "caption::Swahili" (column D) in row 37.

Translations need to be created for all captions and hints on the "survey" tab and label on the "choices" tab.

1──**2**──**3**──**4**──**5**──**6**──**7**

Step 4: Change default language setting

If you wish you can change the default language under the "settings" tab from English.

- ■ For example: Replace "English" with "Swahili" if you want to see the Swahili translations automatically when you open the survey

1──**2**──**3**──**4**──**5**──**6**──**7**

Step 5: Submit your Excel document to convert XLS into XForm

This can be done on the ODK website here: http://opendatakit.org/use/xlsform/

In your browser, click the 'Browse …' button and select the Excel file from your computer hard drive.

Click the 'Submit' button.

1──**2**──**3**──**4**──**5**──**6**──**7**
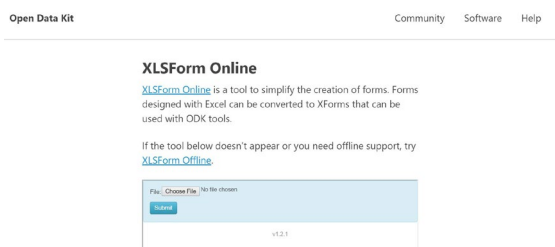
Step 6: Download XForm and put it on your tablet along with your media files

After some time (approximately one minute) the 'Download' button for downloading the 'XML Form' will appear.

If the translated local language file is acceptable, it will show no error; otherwise it will show an error message.

Click the 'Download' button and save it to your laptop/ desktop computer.

Copy the local language translated 'XML Form' and paste it to the 'Forms' folder under the 'ODK' folder in your tablet.

1──**2**──**3**──**4**──**5**──**6**──**7**

Step 7: Use the translated version of the instrument through ODK

Please note that it is possible to toggle between English and the language you have translated and put into the XLSForm.

This toggling feature is different on each Android device but it is generally found as a part of the menu function.
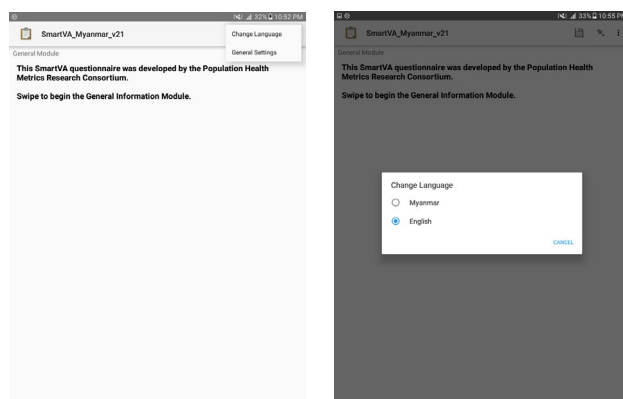
Additional SmartVA IT action guides available in this series: How do I...

- install and use SmartVA?
- set-up Samsung Galaxy tablets?
- download and install ODK Collect?
- install a blank VA questionnaire and media files onto ODK Collect?
- set-up tablets for ODK Aggregate?
- install ODK Aggregate on Tomcat (or a local cloud)?
- download ODK Briefcase onto a computer?
- pull data for ODK Briefcase?
- export from ODK Briefcase?
- save, submit, and edit VA interviews?
- install and use SmartVA?

Need further assistance?

Many users' needs can be addressed by going directly to the ODK website, specifically the help page: http://opendatakit.org/help/

There is also an ODK community group where questions can be posted: https://groups.google.com/forum/#!forum/opendatakit

CRVS technical guide

The program partners on this initiative include: The University of Melbourne, Australia; CDC Foundation, USA; Vital Strategies, USA; Johns Hopkins Bloomberg School of Public Health, USA; World Health Organization, Switzerland.

Civil Registration and Vital Statistics partners:

For more information contact:

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