



African Population and
Health Research Center



Knowledge Fair Catalog

*Enhancing knowledge sharing, learning
and adaptation*



#IamAPHRC



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Introduction

- The Knowledge Fair serves as a platform, designed to foster knowledge creation, sharing, exchange, and application. It provides an opportunity for staff and teams to showcase effective knowledge sharing techniques, behaviors, innovations, technologies, and processes. By facilitating knowledge exchange, the fair enhances learning, promotes adaptation, and strengthens collaboration.
- The Catalogue highlights a detailed overview of the practices to be presented at the 2025 APHRC Symposium during the Knowledge fair session to be held on **19th November 2025** at the **APHRC Grounds/Zoom Link** shared.



Project Management Dashboards

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Introduction

The practice aims to enhance project management and efficiency through the use of dashboards

Presenters

Frank Ouma & Daniel Mwangi

Theme

HaW - CDM & DSE

Category

Innovation

How it Works

The practice was conceptualized and introduced in March, 2024 by the CDM Unit and was enhanced and expanded in 2025 based on feedback and additional needs.

What it Does

- Tracks real-time progress of research activities across the unit.
- Categorizes tasks as completed, overdue, or due within 30 days.
- Differentiates between activities completed on time and those completed late.
- Tracks the number of research products and proposals achieved in a year within a unit.
- Monitors the status of data documentation and eDMS compliance.
- Tracks outputs in Policy Engagement and Communications (PEC).
- Monitors staff recruitment processes for the People & Culture Business Partner.
- Centralizes and automates tracking to reduce manual work and support strategic planning.
- Enhances transparency and facilitates better-informed, quicker decision-making.

Problem Addressed

- Inefficiency and time consumption are associated with manually navigating and updating large spreadsheets during meetings.
- Lack of visual and dynamic representation of project progress, which limited overall visibility and strategic oversight.
- Difficulty in real-time decision-making, planning, and performance assessment due to static, fragmented tracking methods.
- Limited accountability and transparency, as the older system lacked shared, up-to-date access to project statuses.
- Inadequate tracking of broader unit functions like PEC activities and staff recruitment.

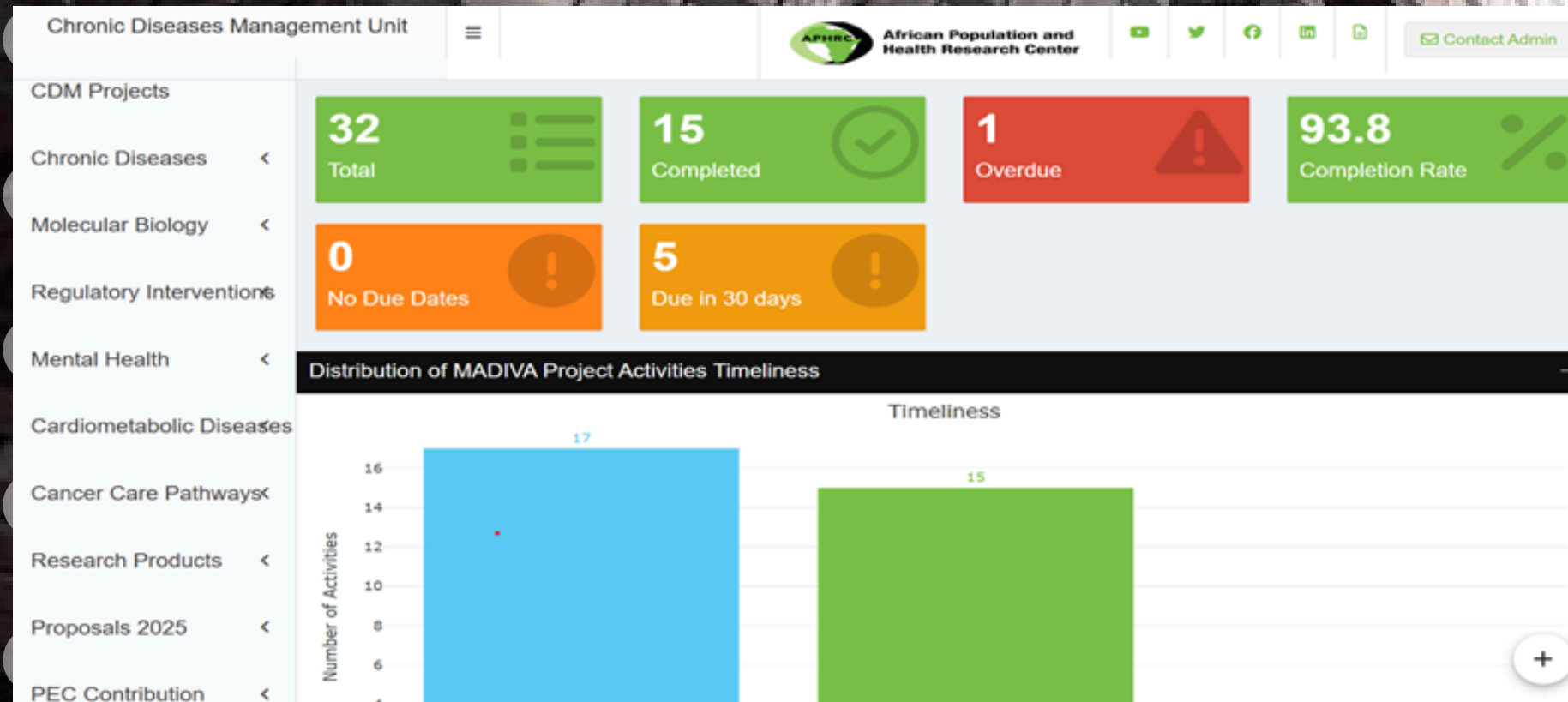


How it Works

Google Sheet

Project_ID	Project key milestones	Assignee	Start date	Due date	Date completed	Means of verification	Assumptions	Remarks

Dashboard



- At the start of each year, during the unit’s annual planning process, team members populate a shared Google Sheet with the project activities they aim to accomplish. For each activity, they define corresponding timelines and targets.
- The populated Google Sheet is linked to an R Shiny dashboard via an Application Programming Interface (API), enabling automatic and real-time data synchronization between the spreadsheet and the dashboard.
- Throughout the year, team members are responsible for updating only the completion dates of activities and additional remarks in the Google Sheet. These updates are instantly reflected in the dashboard.
- The R Shiny dashboard displays the real-time status of activities showing completed, overdue, and upcoming tasks, allowing the team to monitor progress efficiently.
- The dashboard is used during monthly or quarterly meetings to review progress, identify bottlenecks, and support data-driven decision-making and accountability within the unit.

Demonstrated Success

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Key Achievements

- Improved visibility into project status across the unit in real time.
- Streamlined project tracking, reducing reliance on static spreadsheets.
- Better prioritization of tasks due to timely categorization (overdue, due soon, completed).
- Expanded dashboard scope to include PEC outputs and staff recruitment monitoring.
- Enhanced documentation tracking, with a clear view of which projects are pending or complete.
- Raised interest across APHRC, with other units like NFS, ERID, RRCS, CEPSE and WARO expressing interest in adopting the tool.

Impact on Efficiency and Process Improvement

- Saves time when providing the monthly report on the progress of projects activities during unit meetings.
- Provides a clear, real-time view of completed and overdue activities
- Reasons for delay discussed
- Decision-making enhanced
- Increased burn rates

How can Organizations Replicate it?

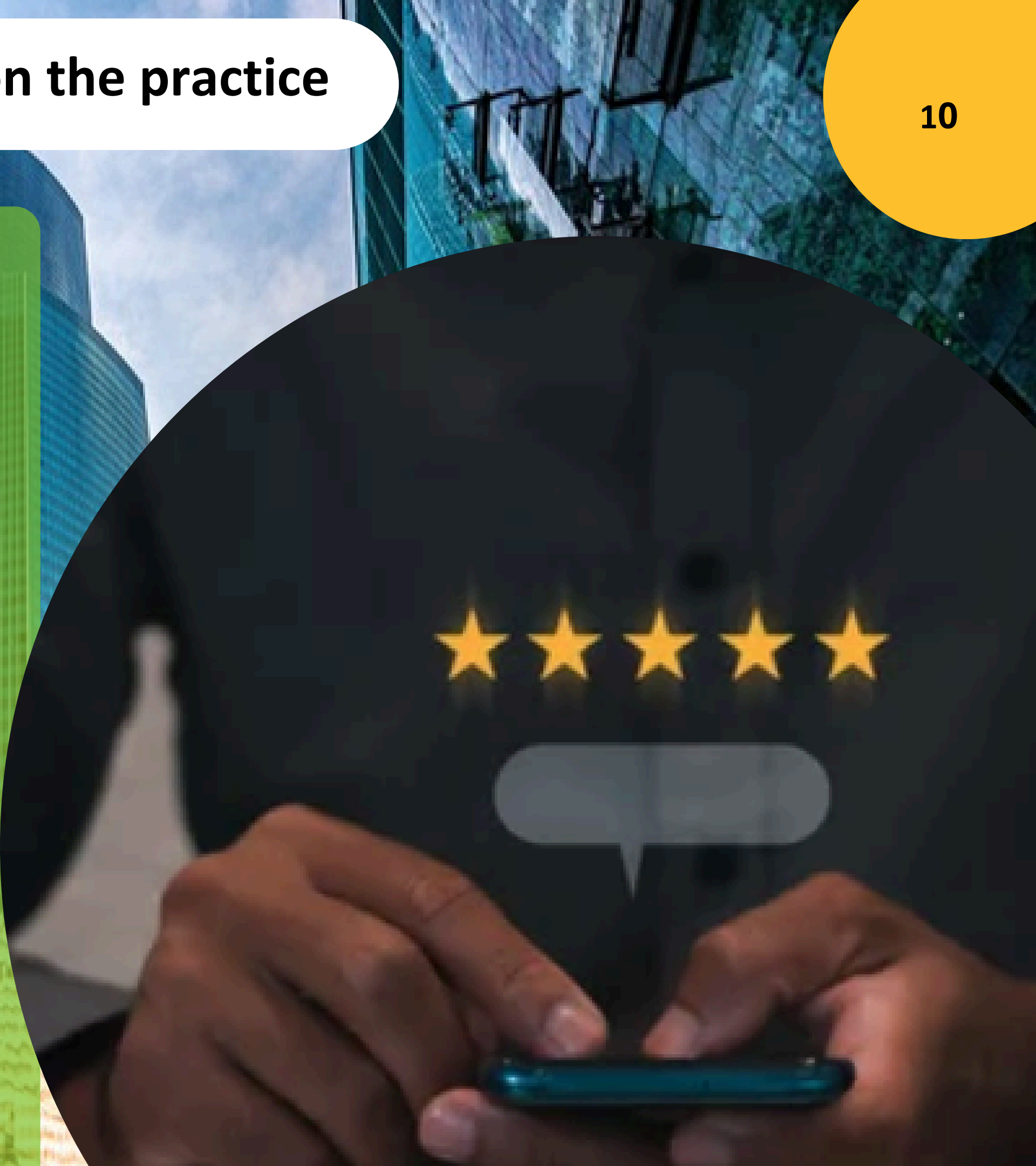
Adoption of the Practice

- The dashboard can be replicated across units to track project key milestones, research products and proposals.
- There will be need to customize the dashboard according to the projects activities to be tracked without having to develop it from scratch.
- Selected statisticians or software developers and program administrators can support in customizing the dashboard according to the project activities.
- The dashboard's simplicity, real-time insights, and customizable structure make it a practical and scalable tool that partners and collaborators can easily adapt beyond the center's utility.
- Data governance; tracking data documentation progress for both closed and ongoing projects at unit level.
- Support in staff-recruitment process tracking for the People and Culture Business Partner within Teams.



Share your feedback on the practice

Link to the practice feedback: [Click Here](#) or **Scan the QR Code** and Select Practice 1 to review.



Introduction

- Harnessing open source programming in harmonizing routine facility data extraction and analysis for RMNCAH indicators among 34 SSA countries.
- The system is operationalized through an R Shiny-based application that automates data harmonization, quality checks, and output generation. The methodological framework includes assessments of data completeness, adjustment for incomplete reporting, and outlier detection to ensure analytical robustness. Users can generate national and subnational health trend analyses, including district-level profiles.
- This practice was conceptualized in 2024 during the CD2030 Country Annual Meeting (CAM) workshop, as part of the efforts to strengthen data interpretation and use for RMNCAH indicators. The R shiny application was introduced to provide countries with a user-friendly platform for extracting data and conducting analysis and generating actionable insights from DHIS2 and DHS survey datasets.

Presenters

Peter Kaberia, Anne Njeri & Godfrey Adero

Theme

WARO

Category

Innovation



Problem Addressed

What it does

As part of the Countdown to 2030 (CD2030) initiative, we developed a standardized data extraction and analytical system incorporating a harmonized template to retrieve RMNCAH indicators from diverse national DHIS2 platforms. The system is operationalized through an R Shiny-based application that automates data harmonization, quality checks, and output generation. The methodological framework includes assessments of data completeness, adjustment for incomplete reporting, and outlier detection to ensure analytical robustness. Users can generate national and subnational health trend analyses, including district-level profiles.

Problem Addressed

The growing global health financing disruptions have led to the delays or cancellations of planned demographic health surveys.

However, the absence of a unified and harmonized approach to data extraction and analysis hinder the effective use of routine health facility data.



How the Practice Works

1. **Data extraction and processing** – DHIS2 Extractor API Client downloads data in a predefined format and organizes it in a format compatible with the analysis tool configuration. Other datasets and analytical parameters are also uploaded.
2. **Loading and cleaning the data** – Checks for general data consistencies, e.g missing columns, variable naming, etc.
3. **DQA** – Quality checks and adjustment for data quality metrics such as completeness, outliers, internal consistency, etc.) using the CD2030 methodology
4. **Analysis** – Analyses the data as per the methodology for all indicators and levels, generating outputs and reports as a result.
5. **Interpretation** – Country teams review the generated outputs and incorporate interpretation of the results.

Demonstrated Success

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Key Achievements

- The implementation of the CD2030 Datasuite data extraction and analysis applications in 34 sub-Saharan African improved data accessibility, standardization, and usability.
- Despite substantial differences in DHIS2 configurations, including data element definitions and disaggregation structures, the harmonized system enabled consistent reporting of key indicators such as institutional deliveries and Penta-1 vaccination.
- The tool also facilitated cross-country comparisons and supported regional progress tracking.

Success Stories

Impact on Efficiency and Process Improvement

- This platform has streamlined analysis with standardized methods across countries, it has also automated workflow and reduces analysis time from days to hours.
- The application has reduced manual handling ensuring greater accuracy and consistency. This app has also enabled non-technical users to perform advanced analysis with minimal/no coding.
- The implementation of the CD2030 data extraction and analysis application in 34 sub-Saharan African countries improved data accessibility, standardization, and usability.

Key Achievements

- Two workshops with 26 and 34 countries
- 70 users in Immunization project
- 210 users from 34 countries (CD CAM 2025)
- Replicated in Kenya for Annual Progress Report
- [Link to CAM 2025 highlights](#)



How can organizations replicate it

Adoption

The platform can be adopted by partners utilizing routine health facility / survey data:

- It minimizes analysis time, mitigates transcription errors, and allows users to focus on inspecting and correcting data quality instead of generating outputs.
- Provides customizable reports, for regular reporting.
- Very user-friendly, with options for both technical and non-technical users.

How it Can be replicated

- Partners and Sub-grantees can easily adapt the CD2030 Datasuite's data extraction and analysis applications by either using the existing RMNCAH modules or by adding bespoke modules to fit their program needs.
- Adaptation requires resources including budget for customization and training, and skilled personnel.

Areas it can be replicated

The practice is ideal for replication in organizations/projects/teams for:

- Routine health facility Data extraction
- Conducting routine analyses
- In-depth inspection of data quality with desired granularity
- Little/No-coding environment for wider use among all categories of data users
- Continued use without licence - open-source tools (R) .



Share your feedback on the practice

Link to the practice feedback: [Click Here](#) or [Scan the QR Code](#) and Select Practice 2 to review.



Jira Software

Introduction

An AI-powered project management and task tracking tool. Jira is a feature-rich and AI-enhanced software that goes beyond simple task tracking by offering a full suite of project management capabilities. It was initially designed as a bug and issue tracking tool (a form of task tracking), but it has evolved into a versatile platform that supports comprehensive project management, with several AI capabilities.

Presenters

Daisy Koome & John Muriithi

Division

Operations - ICT

Category

Technology



What Jira does

Jira's task tracking and progress reporting features give the project teams a clear, real-time overview of the project's status. They can track progress on deliverables, monitor timelines, and see which tasks are at risk of falling behind schedule.

Here's how Jira supports both project management and task tracking:

- 1. Task Tracking:** Jira allows teams use the inbuilt AI agent known as 'Work Organizer' to create and track individual work items. You can assign these tasks to team members, set due dates, add comments, and monitor progress. This is the core task tracking functionality.
- 2. Project Management:** Jira provides features that enable high-level project management, such as:
 - **Agile Methodologies:** It supports project management frameworks like Scrum and Kanban with features like backlogs, sprints, and visual boards.
 - **Reporting and Analytics:** Using an Artificial Intelligence (AI) agent called 'Dashboard Insights', it provides summaries and other reports to visualize project progress, team workload, and potential bottlenecks.
 - **Customizable Workflows:** Jira's workflows can be tailored to match a team's specific processes, including approvals to ensure all tasks move through the correct stages.
 - **Roadmaps:** You can create high-level plans to visualize project timelines and dependencies.



Problem Addressed

Gap 1: Existing custom project management tools in use by different units/themes within the Center have room for improved/new features, especially in terms of AI functionality.

Jira's Solution for Gap 1: Key AI features that can be benchmarked include: automated report generation, automated task reminders on email, task creation and breakdown, workload balancing, conversational analytics (users can ask questions about project data in simple language). Jira has been fine-tuned over 20 years to suit the diverse needs of countless teams and is therefore more feature-rich (Task details include provision for comments, descriptions, attachments, code snippets, links, documentation, subtasks, reporter, assignee, labels, etc.), scalable, and stable than most custom-made in-house tools.

Jira has a REST API which can be integrated with in-house custom project management software. This allows data to sync without manual data transfer.

Problem Addressed

- **Gap 2:** Different projects, teams, and departments use a mix of spreadsheets, emails, shared drives and other custom tools to track progress, leading to lack of a single and central source of truth. This makes it difficult for Principal Investigators (PIs), project managers, and even funders to get a real-time view of project status, deliverables, and potential bottlenecks.
- **Jira's Solution for Gap 2:** By creating a centralized platform, Jira acts as a single, accessible hub for all project-related information. Every task can be logged, providing a transparent and searchable record. Team members with Jira access can view the status of all projects in a single dashboard.
- Using AI, team members can upload an Excel sheet with their tasks and prompt the agent called 'Work Organizer' for automatic entry into Jira, eliminating time wastage on manual migration.



PROBLEM STATE

Think of Jira as a powerful shared to-do list for your team.

1. **To-Do List (The Backlog)** Imagine you have a huge list of everything you need to do for your project, from writing a paper to analyzing data. In Jira, this is called the backlog. It's a single list where you put all your tasks. You can easily organize this list and decide what's most important, with the help of inbuilt Jira AI tools/agents.
2. **Planning a Short Work Period (The Sprint)**. Instead of trying to do everything at once, you break your work into small, focused periods called sprints, usually lasting a week or two. In a planning meeting, the team decides which tasks from the backlog need to be first priority. You simply chat with the AI Work Organizer or drag and drop tasks from the main list into the sprint. Additionally, as you add a due date for a task, you can also set it to recur daily, weekly, every week day, etc.
3. **The Team's Task Board (The Board)**. Once the sprint starts, everyone on the team uses a visual board to see the work. This board is split into columns, like To Do, In Progress, and Done. As you work on a task, you can prompt the embedded AI chat (Rovo) to change the progress status. Alternatively, you can manually move it from one column on the board to the next.
 - **Board View:** Your main view for the sprint, letting you see everyone's progress at a glance.
 - **List View:** Displays all your tasks in a simple list format, which is useful for quickly scanning and sorting through numerous items.
 - **Summary View:** Shows a quick report of how the sprint is going.
 - **Timeline View (Gantt Chart):** See how all your tasks fit together on a calendar, which is great for viewing deadlines and dependencies.



How Jira Works

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You can also use **filters** to quickly find what you're looking for. For example, you can filter to:

- **See only your tasks:** Engage the AI chatbot (Rovo) or manually Filter by your name.
- **Find tasks due soon:** Filter by due Date or chat the AI bot (Rovo).
- **See tasks in a certain stage:** Prompt the AI chatbot or filter by status manually.

4. Staying in Sync

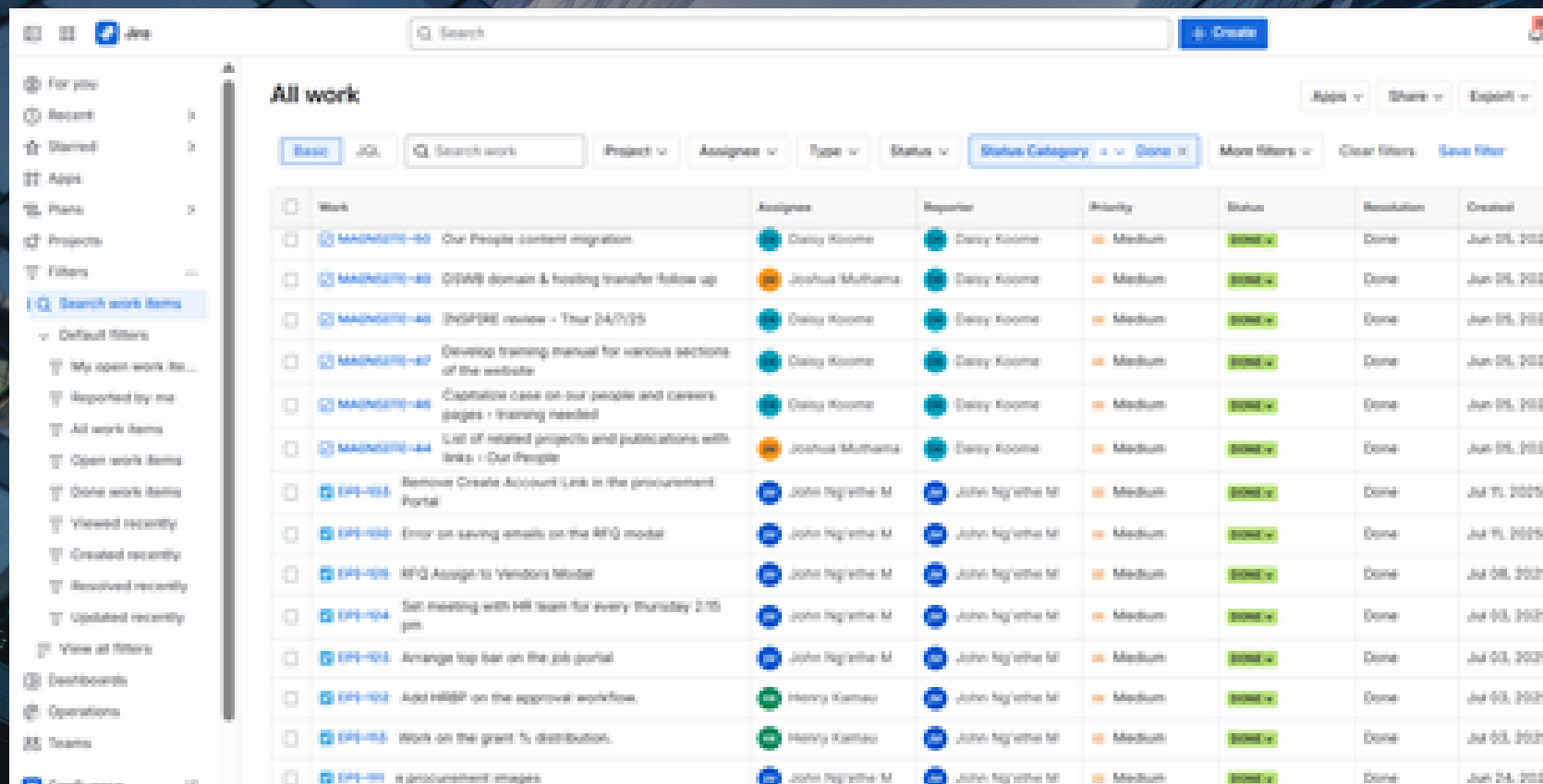
- **Mobile app:** Jira has mobile apps that can be downloaded from [Google Play Store](#) and [App Store](#) to keep you updated on the go.
- **Email Notifications:** You can configure custom email/task automation rules using the inbuilt AI (Rovo) through issuing simple prompts, for example, to send an email indicating the tasks that are due soon.
- **Gmail Add-on:** lets you use AI to automatically create, view, and update Jira tasks directly from your Gmail inbox, so you can turn any email into a Jira task with a single click



Important Links

- [Get Started with Jira - Comprehensive Beginner's Guide Atlassian](#)
- [Jira Cloud by Atlassian - Apps on Google Play](#)
- [Jira Cloud by Atlassian App - App Store](#)
- [Learn How Different Teams Use Jira | Atlassian](#)
- [How to Use Jira: 7 Steps to Get Started | Atlassian](#)
- [Task Tracking Template | Jira Templates](#)
- [Rovo AI features in Jira | Atlassian Support](#)
- [Out-of-the-box agents | Rovo | Atlassian Support](#)

Demonstrated Success



Work	Assignee	Reporter	Priority	Status	Resolution	Created
MAGN0270-64 Our People content migration	Daisy Koome	Daisy Koome	Medium	Done	Done	Jun 05, 2025
MAGN0270-65 ODS domain & hosting transfer follow up	Joshua Mathema	Daisy Koome	Medium	Done	Done	Jun 05, 2025
MAGN0270-66 ZOSP08 review - Thur 24/7/25	Daisy Koome	Daisy Koome	Medium	Done	Done	Jun 05, 2025
MAGN0270-67 Developing training manual for various sections of the website	Daisy Koome	Daisy Koome	Medium	Done	Done	Jun 05, 2025
MAGN0270-68 Capstone case on our people and careers pages - training needed	Daisy Koome	Daisy Koome	Medium	Done	Done	Jun 05, 2025
MAGN0270-64 List of related projects and publications with links - Our People	Joshua Mathema	Daisy Koome	Medium	Done	Done	Jun 05, 2025
EP1-103 Remove Create Account Link in the procurement Portal	John Ng'ethe M	John Ng'ethe M	Medium	Done	Done	Jul 01, 2025
EP1-104 Error on saving emails on the RFQ model	John Ng'ethe M	John Ng'ethe M	Medium	Done	Done	Jul 01, 2025
EP1-105 RFQ Assign to Vendors folder	John Ng'ethe M	John Ng'ethe M	Medium	Done	Done	Jul 08, 2025
EP1-104 Set meeting with HR team for every Thursday 2:15 pm	John Ng'ethe M	John Ng'ethe M	Medium	Done	Done	Jul 03, 2025
EP1-103 Arrange top bar on the job portal	John Ng'ethe M	John Ng'ethe M	Medium	Done	Done	Jul 03, 2025
EP1-102 Add HRBP on the approval workflow	Henry Kamau	John Ng'ethe M	Medium	Done	Done	Jul 03, 2025
EP1-105 Work on the grant % distribution	Henry Kamau	John Ng'ethe M	Medium	Done	Done	Jul 03, 2025
EP1-101 a procurement images	John Ng'ethe M	John Ng'ethe M	Medium	Done	Done	Jun 24, 2025

Key Achievements

Proper documentation and tracking of tasks - a lot of feedback and ideas are gained during the various stages of a project's progress. To prevent them from being forgotten, recording them in a tracker helps. Also, rather than having scattered trackers in Google Docs/Sheets, Jira puts them all in one centralized dashboard for ease of reference.

Impact on Efficiency and Process Improvement

Jira saves time and shortens processes through all the automations, simplified workflows and intelligent search facilitated by the inbuilt AI tool (Rovo). It also eliminates the need to search through scattered trackers in Google Docs or Sheets. With a single, accessible dashboard, team members and project managers can quickly find all the information they need. There are several types of filters available as well: date, status, label, reporter, etc.

The use of Jira enhances a team's processes by providing a structured way to manage tasks. It ensures that valuable feedback and ideas are not lost, but are instead captured and organized for future action.

Success story

Website and ERP development tasks. As the IT Software Development Team, we have been using Jira for over a year.



Replication of JIRA

Jira is highly customizable and has collaboration, task tracking, workflow management, among other features for management of complex research projects, grant administration, and M&E (Monitoring & Evaluation) activities where both APHRC staff as well as partners and sub-grantees are involved.

It provides a central, auditable platform that aligns perfectly with the need for transparency and structured reporting in grant-funded work.

Use Case 1:

Jira has a REST API which can be integrated with the partner's or sub-grantee's in-house custom project management software (e.g., a custom M&E database). This allows data to sync without manual data transfer.

Partners and sub-grantees with custom project management or task tracking software can use Jira as a benchmark to enhance their existing features or add new ones as they deem best.

Jira has been fine-tuned over 20 years to suit the diverse needs of countless teams and is therefore very feature-rich as well as integrated with AI (Task details include provision for comments, descriptions, attachments, code snippets, links, documentation, subtasks, reporter, assignee, labels, etc.)



Replication of JIRA

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Use Case 2

Teams with no project management tool, or, with a mix of scattered spreadsheets for task tracking and would like a centralized dashboard can adopt Jira.

The Jira free plan allows for 10 users, which makes this feasible for small teams within the various larger projects run by partners and sub-grantees.

For more than 10 users, the premium plan has a non-profit discount. It comes with features like custom workflows, which include approvals before a task can be marked as done, audit logs, up to 100,00 users, unlimited storage and email notifications, cross project reporting, custom user roles/permissions, etc.

Resources required include:

- Budget for more than 10 users or any additional custom features needed
- Training of users on how to use Jira

Standard Operating Procedures (SOPs) and policies to govern how project tasks, reports, and compliance checks are to be logged and tracked in Jira.

Use Case 3

Teams with no project management tool, or, with a mix of scattered spreadsheets for task tracking and would like a centralized dashboard can adopt Jira.

How Can Organizations Replicate?

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Jira's integrated AI (Atlassian Intelligence or Rovo) can significantly reduce administrative overhead and improve data quality, benefiting grant-funded research. Examples of how replication can be done include:

- **AI for Reporting and Compliance (M&E)**

Automatic Summarization: AI can summarize lengthy descriptions, comment threads related to a project being tracked in Jira. This allows all teams involved to get the key facts instantly, improving oversight efficiency.

Natural Language Query (JQL): Partners and sub-grantees can use everyday language to generate complex reports, for example: "Show me all Grant Deliverable issues due next month that are currently in the 'In Progress' status and are assigned to Partner X." AI translates this into Jira Query Language (JQL), making reporting faster and more accessible.

- **AI for Task Creation and Planning**

Task Breakdown from Documents: If a partner uploads a PDF of the Grant Work Plan on Jira, the AI can read the high-level description and automatically suggest subtasks, saving the project team members hours of manual entry.

Drafting and Editing: AI can draft or refine the descriptions for work tracked in Jira, ensuring it is clear, concise, and follows a standard template, enhancing data consistency.

- **AI for Risk and Bottleneck Identification**

Proactive Risk Flagging: AI can analyze historical data and report on any risks as well as bottlenecks based on the team's work patterns.

Predictive Assignee Recommendation: Based on who solved similar work items in the past, AI can suggest the best assignee for different types of work.



Share your feedback on the practice

Link to the practice feedback: [Click Here](#) or [scan the QR code](#) and Select Practice 3 to review



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