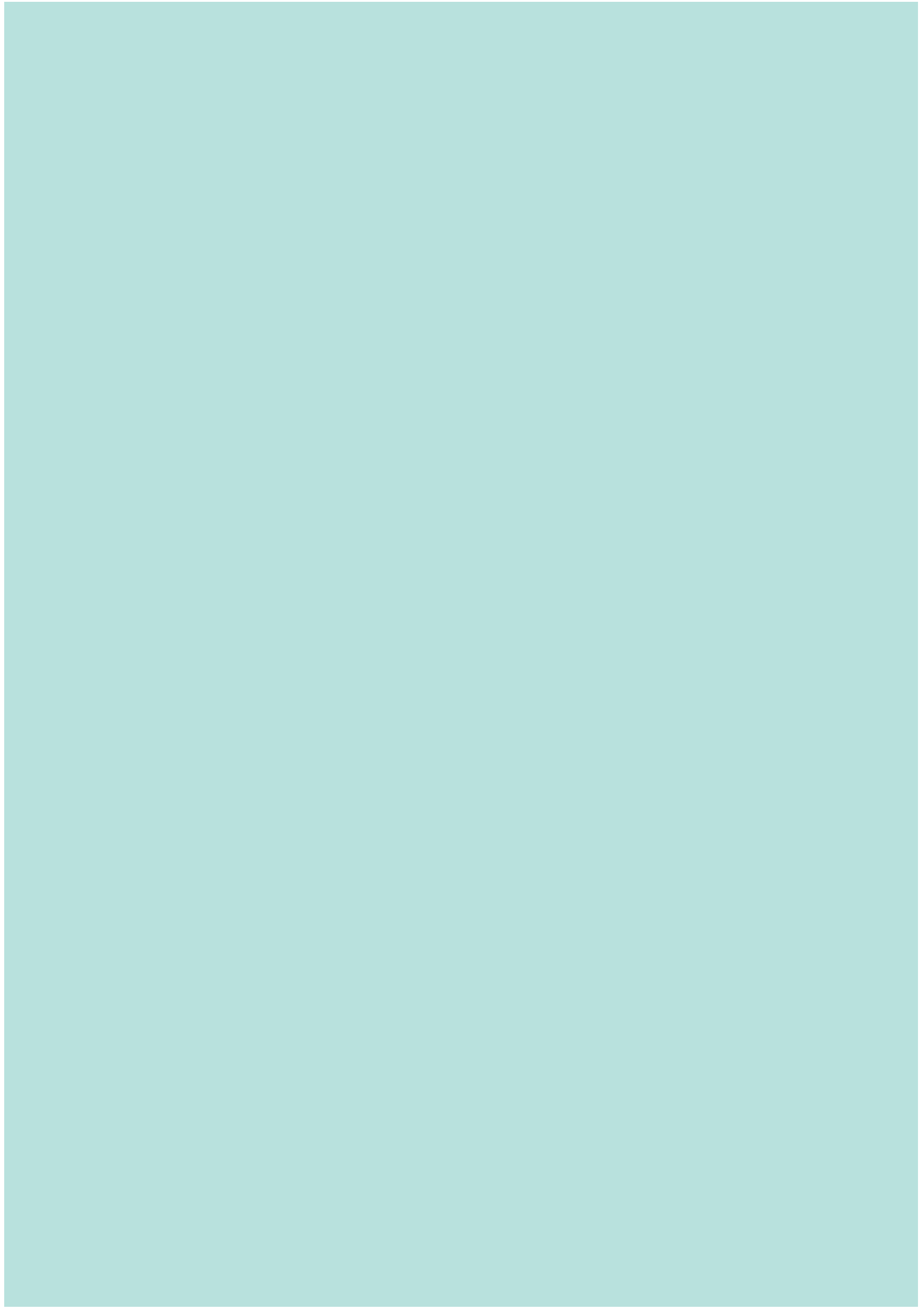


UNAIDS 2019

Global AIDS Monitoring 2019

Producing the narrative report in the online tool



Step-by-Step Guide:

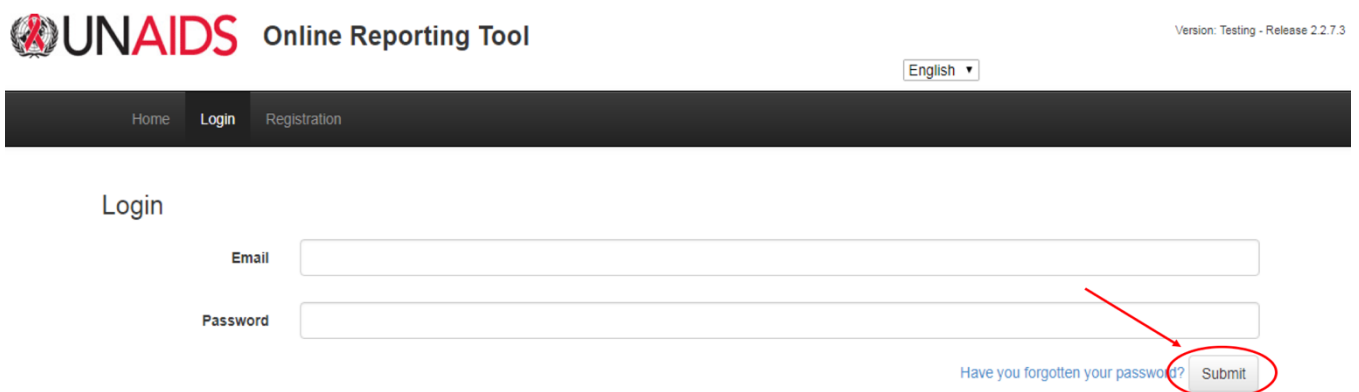
The purpose of this document is to guide users in producing a narrative report with graphics in the online tool using reported data.

Step 1: Go to the GAM Online Reporting Tool, or paste aidsreportingtool.unaids.org into your internet browser. Click on “Please login” to log into the system with your credentials. If you don’t have login credentials yet, click “Please register” and submit a registration request.



The screenshot shows the homepage of the UNAIDS Online Reporting Tool. At the top, there is a header with the UNAIDS logo, the text "Online Reporting Tool", a language dropdown menu set to "English", and a version number "Version: Testing - Release 2.2.7.3". Below the header is a navigation bar with links for "Home", "Login", and "Registration". The main content area features logos for UNAIDS, the World Health Organization, and UNICEF. A welcome message "Welcome to GAM Online Reporting Tool!" is followed by a paragraph about the 2018 Global AIDS Monitoring. Below this, the deadline for submission is stated as "31 March 2018". Links for "Guidelines: Global AIDS Monitoring 2018" and "New user? Please register." are provided. The "Returning user? Please login." link is circled in red, with a red arrow pointing to it. At the bottom, a link to the "Indicator list" is shown.

Step 2: Enter your login details and click on “Submit”.



The screenshot shows the "Login" page of the UNAIDS Online Reporting Tool. The header is identical to the previous screenshot. The navigation bar has "Home", "Login" (highlighted), and "Registration". The main content area is titled "Login" and contains two input fields: "Email" and "Password". To the right of the "Password" field is a link "Have you forgotten your password?". At the bottom right, there is a "Submit" button, which is circled in red, with a red arrow pointing to it.

Step 3: Select the “Dashboard” Tab.

[Home](#) [Indicator List](#) [AIDS Spending](#) [Spectrum import](#) [Monitoring](#) [Dashboard](#) [My Account](#) [Logout](#)

Indicator list - Myanmar

Reporting year:

[2011](#) [2012](#) [2013](#) [2014-sem1](#) [2014](#) [2015-sem1](#) [2015](#) [2016-sem1](#) [2016](#) [2017-sem1](#) **2017**

Filter by:

[All](#) [Saved](#) [Not edited](#) [Under revision](#) [Revised](#) [Revised with Comments](#) [Change Requested](#)

Data entry of all indicator surveys is required before submitting your data

Data entry progress:: 100.00%



[Submit](#)



[Print all to PDF](#)



[Print all NCPI to PDF](#)

I. [Cover Sheet](#)

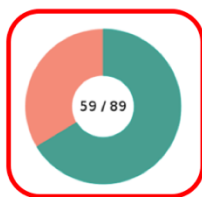
II. [Narrative Report](#)

1. Ensure that 30 million people living with HIV have access to treatment through meeting the 90–90–90 targets by 2020
90-90-90 HIV testing and treatment (indicators 1.1, 1.2, and 1.4)

Step 4: Doughnut graphs will appear. Click on a doughnut graph to view more figures.

Percent of indicators with new data available

Overall



66.3%
59 / 89

[include](#)

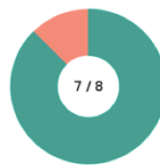
HIV testing and treatment cascade



100.0%
9 / 9

[include](#)

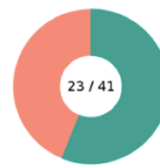
Prevention of mother-to-child transmission



87.5%
7 / 8

[include](#)

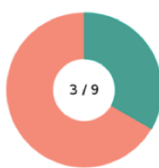
HIV prevention; Key populations



56.1%
23 / 41

[include](#)

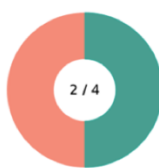
Gender; Stigma and discrimination



33.3%
3 / 9

[include](#)

Young people's knowledge of HIV; Demand for family planning



50.0%
2 / 4

[include](#)

Social protection



100.0%
2 / 2

[include](#)

Community-led service delivery



100.0%
2 / 2

[include](#)

Step 5: If you click on the doughnut under “Overall,” you will find data figures on the three Fast-track targets.

[Return to the list of commitments](#)

[Print as PDF](#)

[Print as Word \(docx\)](#)

Click on "Include" to include a graph in your printable national report.

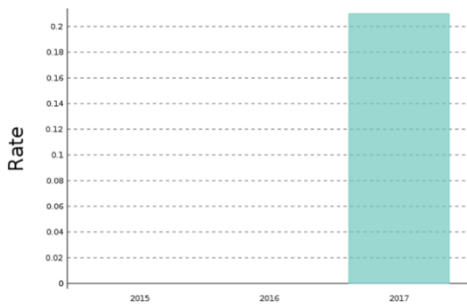
Overall

Fast-track targets

3.1 HIV incidence rate per 1000, Myanmar (2015-2017)

Number of people newly infected with HIV in the reporting period per 1000 uninfected population

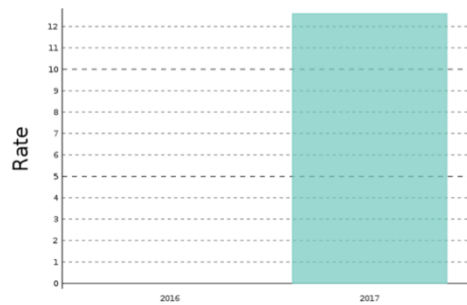
☐ Include



1.7 AIDS mortality per 100.000, Myanmar (2016-2017)

Total number of people who have died from AIDS-related causes per 100 000 population

☐ Include



Progress summary

[Save](#)

4.1 Discriminatory attitudes towards people living with HIV, Myanmar

Step 6: On this page, to include these figures in your narrative report, simply click “include” next to the figure. Note that selected figures will have a ticked, blue “include” box.

[Return to the list of commitments](#)

[Print as PDF](#)

[Print as Word \(docx\)](#)

Click on "Include" to include a graph in your printable national report.

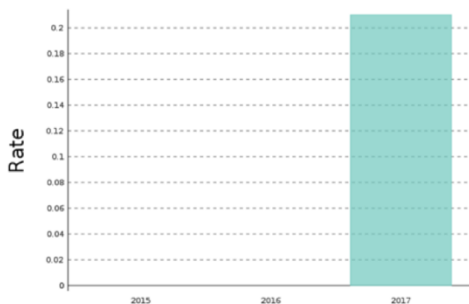
Overall

Fast-track targets

3.1 HIV incidence rate per 1000, Myanmar (2015-2017)

Number of people newly infected with HIV in the reporting period per 1000 uninfected population

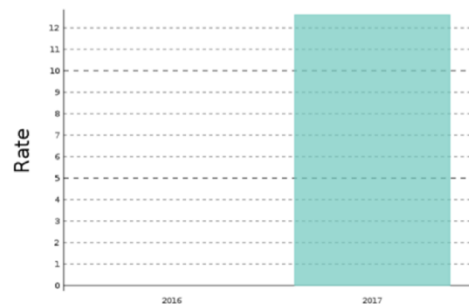
☒ Include



1.7 AIDS mortality per 100.000, Myanmar (2016-2017)

Total number of people who have died from AIDS-related causes per 100 000 population

☐ Include



Progress summary

2018 GAM report was compiled, and the country is on track to achieve the ten targets.

[Save](#)

4.1 Discriminatory attitudes towards people living with HIV, Myanmar

Step 7: To include a progress summary of the data entered, enter text into the “Progress summary” box and click “save”.

[Return to the list of commitments](#)

[Print as PDF](#)

[Print as Word \(docx\)](#)

Click on "Include" to include a graph in your printable national report.

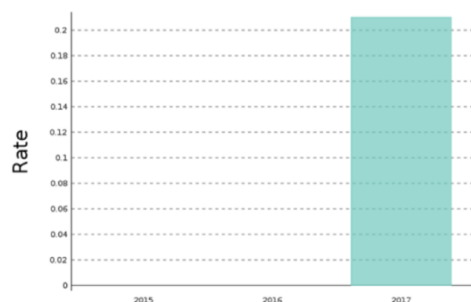
Overall

Fast-track targets

3.1 HIV incidence rate per 1000, Myanmar (2015-2017)

Number of people newly infected with HIV in the reporting period per 1000 uninfected population

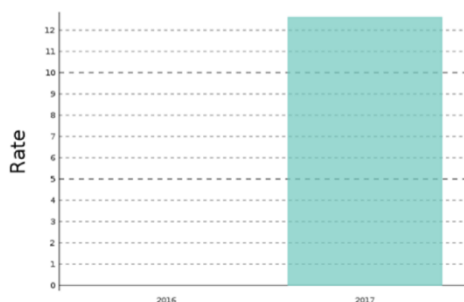
☒ include



1.7 AIDS mortality per 100,000, Myanmar (2016-2017)

Total number of people who have died from AIDS-related causes per 100 000 population

☐ include



Progress summary

2018 GAM report was compiled, and the country is on track to achieve the ten targets.

[Save](#)

4.1 Discriminatory attitudes towards people living with HIV, Myanmar

Step 8: To return to the full list of commitments, simply click the Green button on that top left hand.

[Return to the list of commitments](#)

Overall

Fast-track targets

3.1 HIV incidence rate per 1000, Myanmar (2015-2017)

Number of people newly infected with HIV in the reporting period per 1000 uninfected population

☐ include



1.7 AIDS mortality per 100,000, Myanmar (2016-2017)

Total number of people who have died from AIDS-related causes per 100 000 population

☐ include



Step 9: To include the “Overall” topic in your narrative report, click the “include” button under the appropriate doughnut.

Percent of indicators with new data available

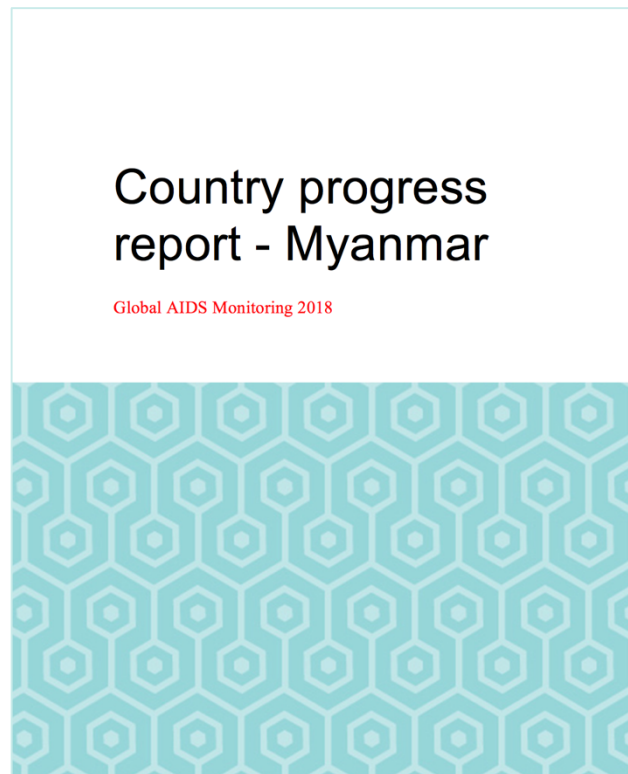


Step 10: Repeat this process for all commitments. When you are finished, you can download and print your narrative report as a PDF or Word document.

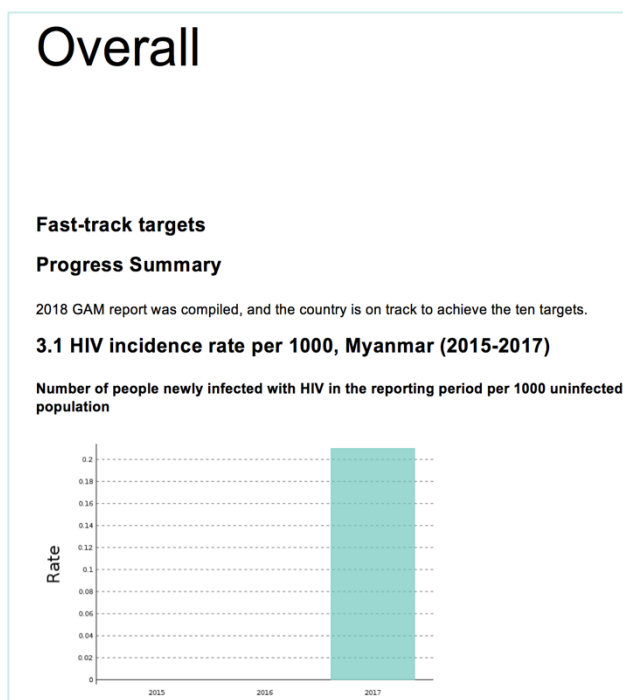
Percent of indicators with new data available



Step 11: Your narrative report cover page will look something like this:



Step 12: Your narrative report will include the figures you selected, and the progress reports you entered, under their respective commitment headings. You may share this document with your country partners.



To officially submit your narrative report, please upload it to the online tool by following Steps 13-16.

Step 13: Navigate to the “Indicator List” tab at the top menu.

UNAIDS Online Reporting Tool

[Home](#)[Indicator List](#)[AIDS Spending](#)[Spectrum import](#)[Monitoring ▾](#)[Dashboard](#)[My Account](#)[Logout](#)

Step 14: Go to the “Narrative Report” section.

UNAIDS Online Reporting Tool

[Home](#)[Indicator List](#)[AIDS Spending](#)[Spectrum import](#)[Monitoring ▾](#)[Dashboard](#)[My Account](#)[Logout](#)

Indicator list - Myanmar

Reporting year:

[2011](#)[2012](#)[2013](#)[2014-sem1](#)[2014](#)[2015-sem1](#)[2015](#)[2016-sem1](#)[2016](#)[2017-sem1](#)[2017](#)

Filter by:

[All](#)[Saved](#)[Not edited](#)[Under revision](#)[Revised](#)[Revised with Comments](#)[Change Requested](#)[Print all to PDF](#)[Print all NCPI to PDF](#)[I. Cover Sheet](#)[II. Narrative Report](#)

1. Ensure that 30 million people living with HIV have access to treatment through meeting the 90–90–90 targets by 2020

90-90-90 HIV testing and treatment (indicators 1.1, 1.2, and 1.4)

1.3 Retention on antiretroviral therapy at 12 months

1.5 Late HIV diagnosis

Step 15: Click the green “Add file” button and select your narrative report file.

II. Narrative Report - Myanmar - 2017

Reporting year: 2016 2017

Please upload requested files or background documents, if any:

+ Add file



Step 16: Once you have selected your file to upload, a new blue “Add file” button will appear. Be sure to click this blue button to complete the uploading process.

II. Narrative Report - Myanmar - 2017

Reporting year: 2016 2017

Please upload requested files or background documents, if any:

+ Add file

Myanmar test.docx

Add file



Thank you for creating your narrative report!

In Summary,

You can produce a narrative report by following these general steps:

- ✓ Log in the online reporting tool aidsreportingtool.unaids.org with your credentials.
- ✓ Go to the “Dashboard” tab.
- ✓ Select the figures you wish to include, update the progress summary for each commitment and press “save”.
- ✓ Be sure to “include” the relevant commitments (doughnuts) at the end.
- ✓ Download and print your narrative report as PDF or Word doc.
- ✓ Lastly, upload your final narrative report to the online tool.

Keep in mind,

- You may use the narrative report for national consultations and to share with your partners.
- You may edit and reproduce the narrative report through the online tool based on your national consultations.
- Narrative reports that are uploaded in the online tool will eventually be shared on the UNAIDS website.

If you run into any difficulties or need clarifications, do not hesitate to send an email to:

aidsreporting@unaids.org

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