



ASOR Cultural Heritage Initiative

KoboToolbox & KoboCollect

Module 01.08: Downloading the KoboCollect App

Jared Koller | William Raynolds



ASOR KoboToolbox Module 01.08 – Downloading the KoboCollect App

(Android devices only)

KoboToolbox is a free and open-source software package for collecting location and descriptive data. Information can be collected at heritage sites through tablets and phones using the KoboCollect app or through the web browser interface, even when those devices are offline. Location and descriptive data recorded in the field can then be synced with GIS software once an internet connection has been reestablished.

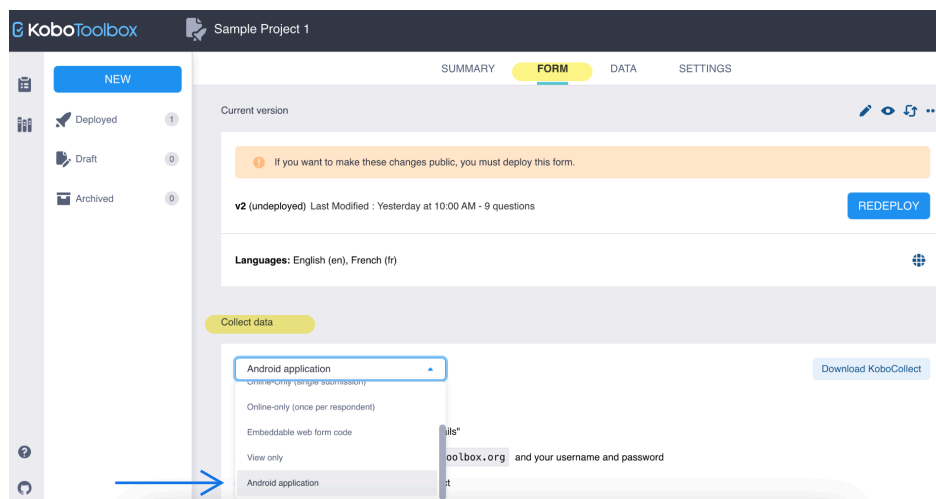
This **ASOR Tutorial (01.08)** allows Kobo users to collect data even without an internet connection using the KoboCollect app. Users may download this app on any Android device. Unfortunately, this methodology will not work for iPhone or iPad users.

KEY CONCEPTS

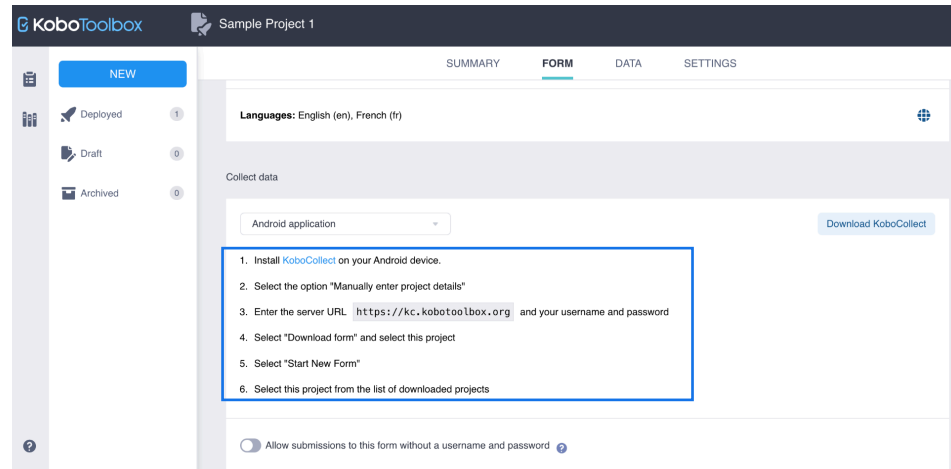
- ❖ Use the KoboToolbox website to create forms, collect data, and manage your account.
- ❖ Use the KoboCollect app (Android only) to collect data offline.
- ❖ Manually enter your project details by signing in with your username and password on the app.
- ❖ Download your form to the app to collect data offline—this step requires an internet connection.

DOWNLOADING THE KOBO APP

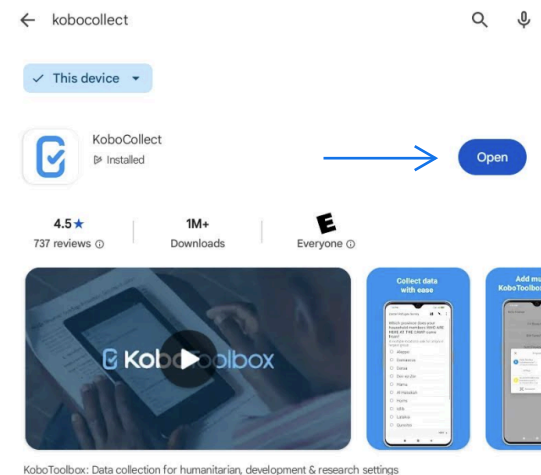
1. Go to **form** tab -> Click the dropdown within the **Collect Data** section of the main project page, then select **Android application**.



2. Instructions for connecting your project to the **KoBoConnect app** will appear below the dropdown.



3. Find and **download the KoboCollect app** in the Android App Store (unavailable to iPhone users)



4. Upon opening the app, you will be prompted to connect the app to an **existing project** in KoBoToolBox. Select **Manually enter project details**.



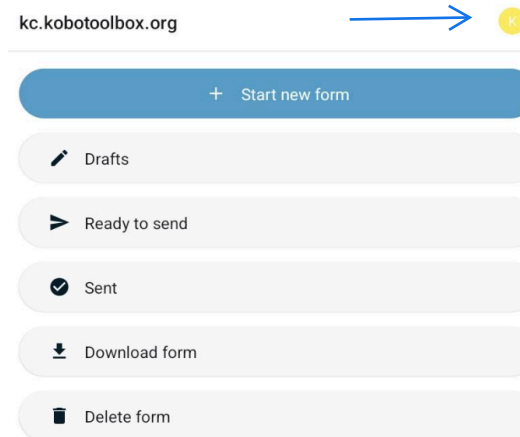
5. Use the information provided in the dropdown from the website. Once completed, click on the **back arrow** to return to **the main dashboard** screen on the app.

Add project

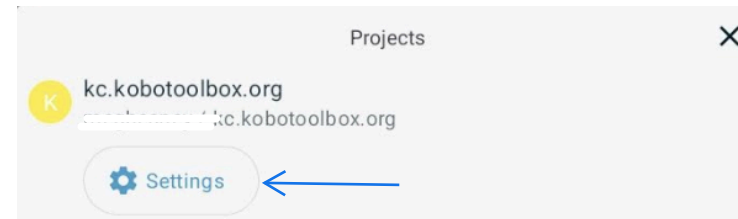
A screenshot of a form titled 'Add project'. It contains three input fields: 'URL', 'Username', and 'Password'. Each field has a yellow highlight bar at the bottom.

After you add your project, you can configure it in Settings

6. Another method for finding the **Server Settings** in the app is to select your profile in the top right corner of your screen from the main dashboard.

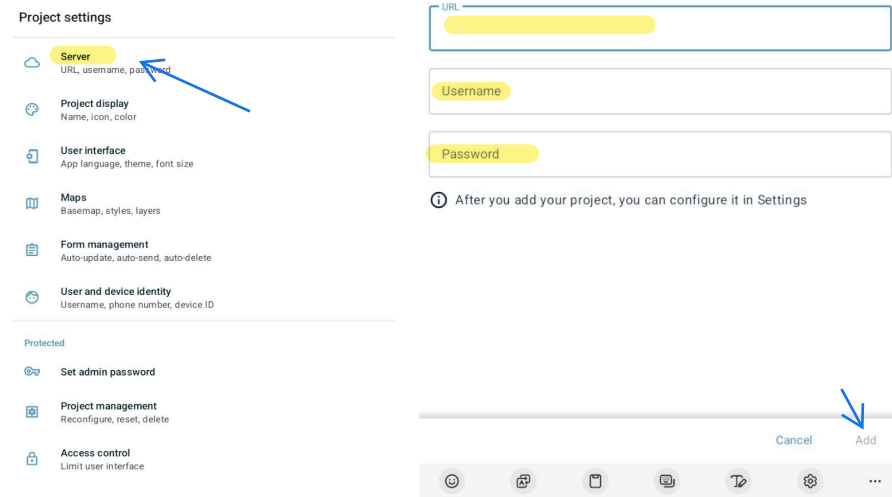


7. Select the **Settings** button in the pop-up.

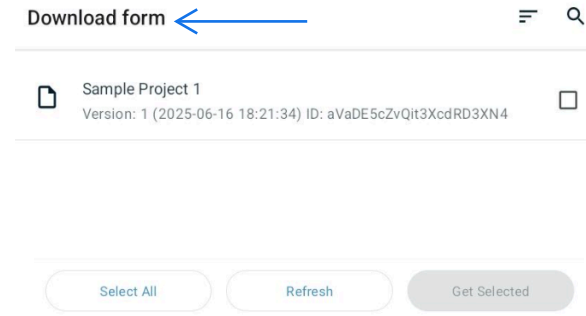


8. In settings, select **Server** and enter the same information as in step 2.

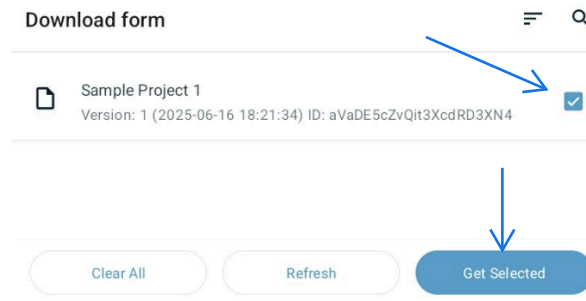
You may then press the back button to return to the main dashboard.



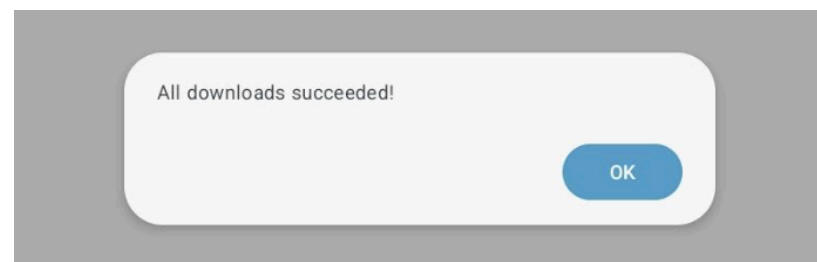
9. Open **Download Form** to see where your project is stored.



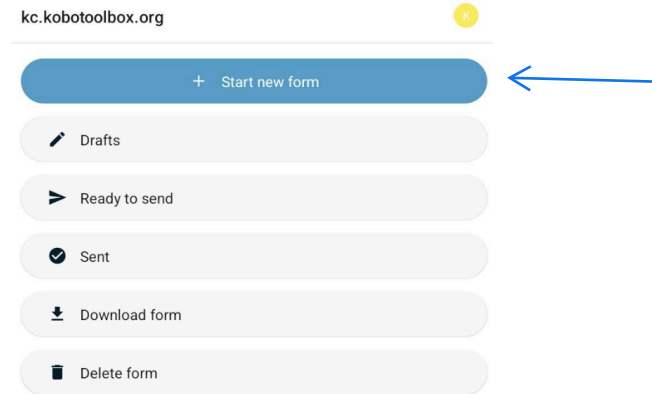
10. Check the box to the right of your form.
Then press **Get Selected**.



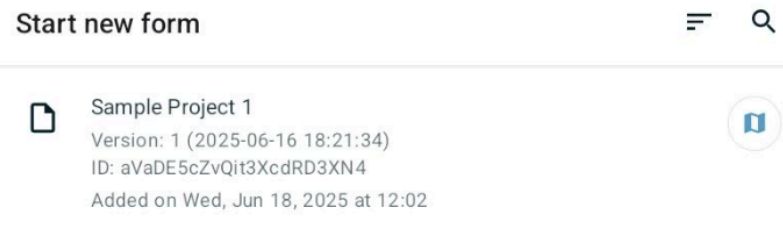
11. A pop-up will appear stating that the download was successful. Your project form is **now available even without an internet connection**. You may then return to the main dashboard.



12. To test that the KoBoConnect app is linked to your project form, see if your project is listed when you select **Start New Form**.



13. You now have the form stored on the Kobo Collect App; accessible even without wifi.



RESOURCES

KoboToolbox Website: <https://www.kobotoolbox.org/>

KoboToolbox Support: <https://www.kobotoolbox.org/help/>

KoboToolbox Login: <https://kf.kobotoolbox.org/accounts/login/>

Previous Module (1.06): <https://chi-kobo.events.asor.org/portals/0106CollectingDataWithAnInternetConnection>

Next Module (1.08): <https://chi-kobo.events.asor.org/portals/0108DownloadingTheKobocollectAppAndroidDevicesOnly>



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