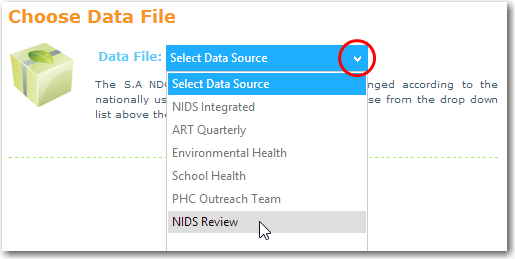
Any inputs to improve the guideline will be appreciated. Send inputs to [MaineD@health.gov.za](mailto:MaineD@health.gov.za)

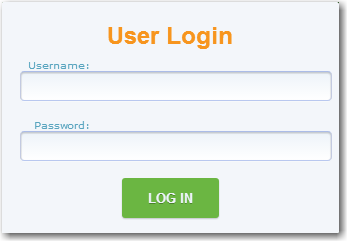
**NIDS review user guide**

Open the **NDOH Data Dictionary** website using the **Google Chrome browser**: <http://dds.dhmis.org>

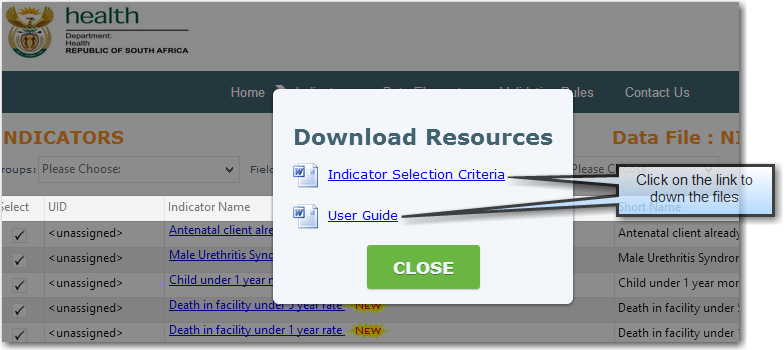


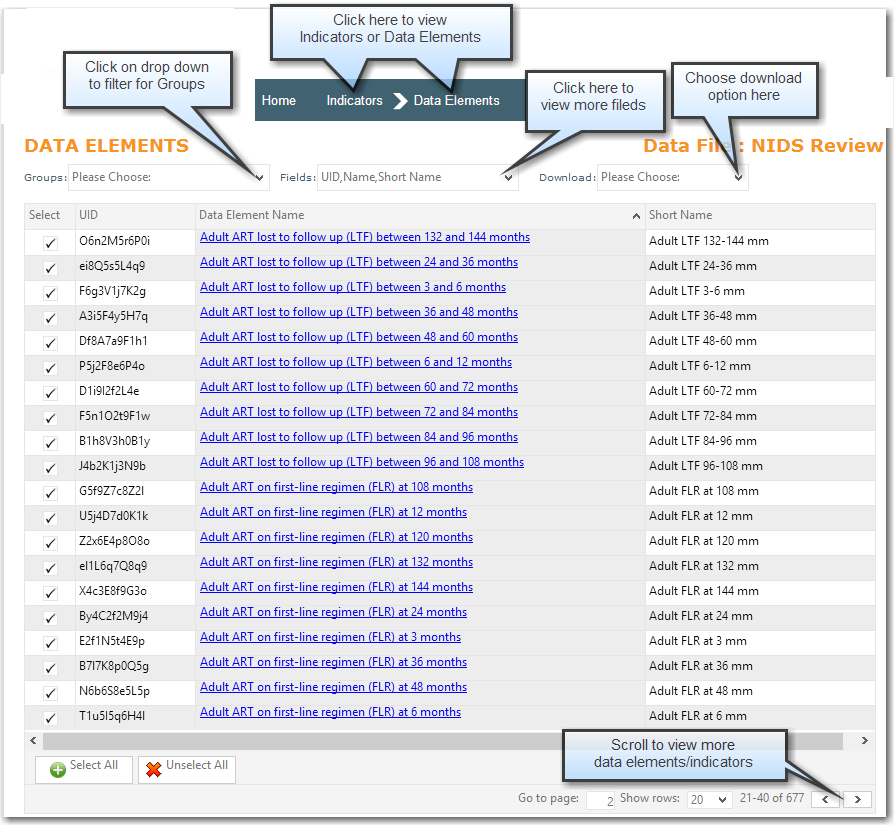
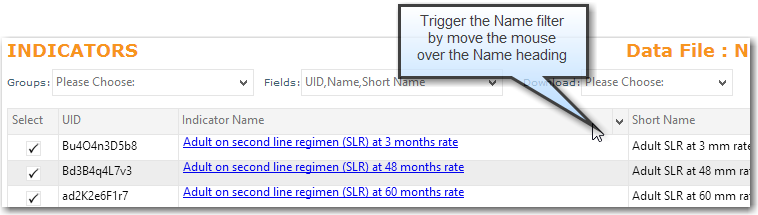
1. **Login**

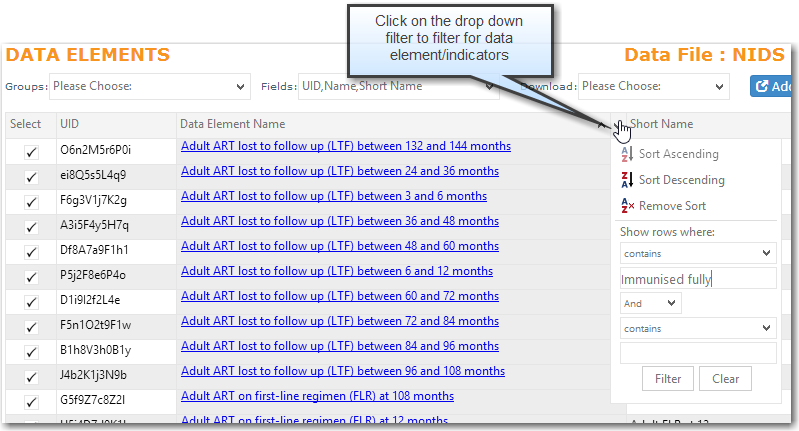
Click on the Data File drop down menu and click on NIDS Review  


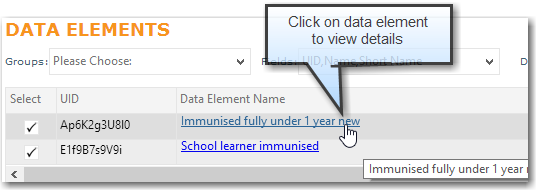
Log in your username and password  


Download the Indicator selection criteria and user guide

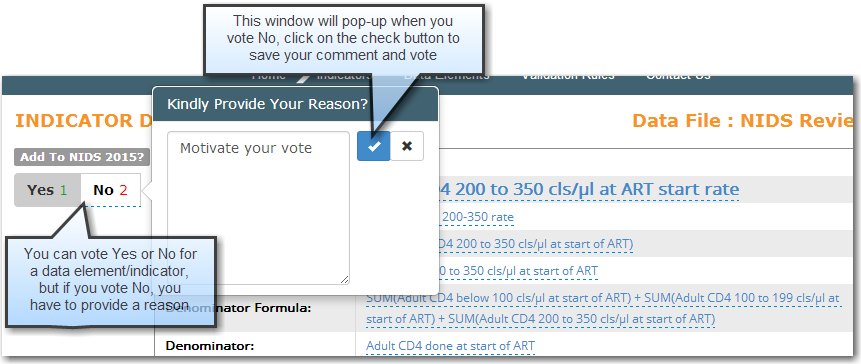


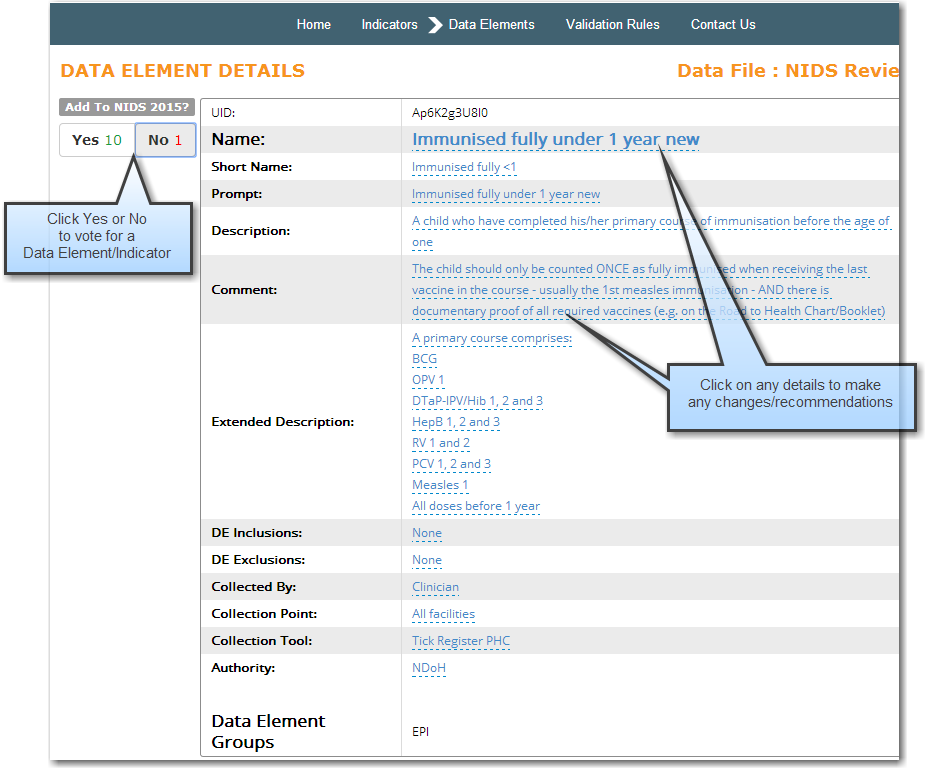
1. **Filter for Data Elements and Indicators**  
   



1. **Vote and add recommendations**

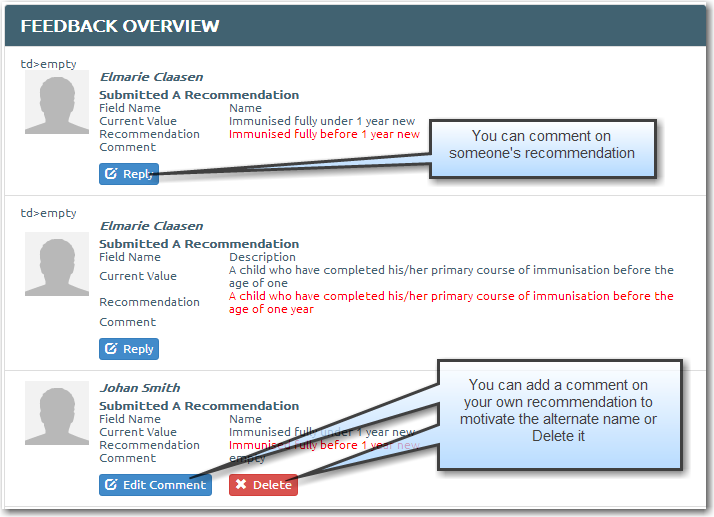
When you click on the Data Element/Indicator it will then open a new page.







After saving it the page will refresh automatically and save your recommendation at the bottom of the page.



1. **Add new Indicators and Data elements**

**Only** NDoH administrators are allowed to add new Indicators and Data elements.

Provinces do not have the authority to use this function.

