

# ANIMUSE WORKSHOP # 2

## Exploring ANIMUSE



Belgrade, Serbia

7-9 November 2023

## INSTRUCTIONS

1. This workshop exercise is divided into **3 mandatory sections**:

**1. History**

**2. User support**

**3. Resources**

 2. Make sure you ONLY use the **training/testing environment** for this exercise which is accessible through the link <https://test-amu.woah.org/>

3. Login to your country portal using your **email** and **password** you have previously created to access ANIMUSE.

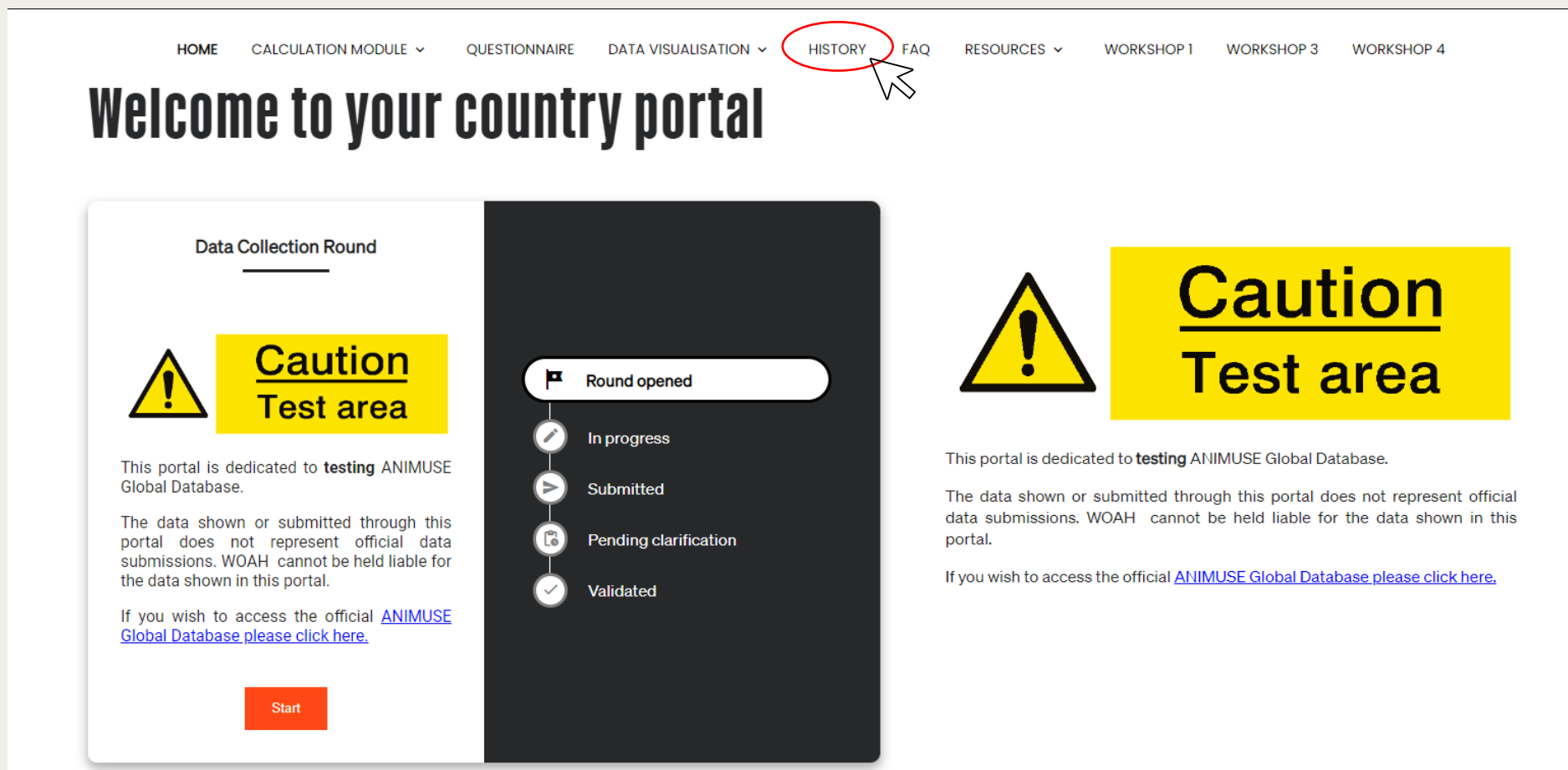
4. The total time to complete all sections is **30 minutes**.

## SECTION 1 – Consulting my historical data

⌚ [10 Minutes]

In this section, you will be required consult your historical data

1. From the top navigation menu, click the **History** tab as indicated below.



The screenshot shows the ANIMUSE portal interface. At the top, there is a navigation menu with the following items: HOME, CALCULATION MODULE (with a dropdown arrow), QUESTIONNAIRE, DATA VISUALISATION (with a dropdown arrow), HISTORY (circled in red with a mouse cursor pointing to it), FAQ, RESOURCES (with a dropdown arrow), WORKSHOP 1, WORKSHOP 3, and WORKSHOP 4. Below the navigation menu, the main heading reads "Welcome to your country portal".

The main content area is divided into two columns. The left column is titled "Data Collection Round" and features a yellow "Caution Test area" warning icon and text. The text states: "This portal is dedicated to **testing** ANIMUSE Global Database. The data shown or submitted through this portal does not represent official data submissions. WOAAH cannot be held liable for the data shown in this portal. If you wish to access the official [ANIMUSE Global Database please click here.](#)" Below this text is a red "Start" button.




The right column is a dark sidebar containing a vertical list of status indicators: "Round opened" (with a flag icon), "In progress" (with a pencil icon), "Submitted" (with a play button icon), "Pending clarification" (with a question mark icon), and "Validated" (with a checkmark icon).

On the far right, there is a yellow "Caution Test area" warning icon and text. Below this, it states: "This portal is dedicated to **testing** ANIMUSE Global Database. The data shown or submitted through this portal does not represent official data submissions. WOAAH cannot be held liable for the data shown in this portal. If you wish to access the official [ANIMUSE Global Database please click here.](#)"

## ROUNDS HISTORY

### Current Round Submission Status

Submitted or resubmitted dossiers are locked pending review. Select pending dossiers in order to provide requested data.

Round	Reporting Option	Year	Submitted By	Profile	Email	Submission Date	Status	Date	Actions
8th Collection Round	Option 2	2022	Mduduzi Magongo	Other National Authority	oie.amu.testing@gmail.com	2023-05-04	PENDING	2023-05-04	  









Edit

Update

Download

### Submission History by Round

Select a dossier to resubmit data. An explanation will be required to support your request.

Round	Reporting Option	Year	Submitted By	Profile	Email	Submission Date	Status	Date	Actions
6th Collection Round	N/A	N/A				2022-07-07	INACTIVE		 
5th Collection Round	N/A	N/A				2022-07-07	INACTIVE		 
4th Collection Round	N/A	N/A				2022-07-07	INACTIVE		 
3rd Collection Round	N/A	N/A				2022-07-07	INACTIVE		 

Resubmit

Resubmit

Read



Download button: download the Excel Template



"Eye button" : read only version of your dossier




"Pen button" : edit button

Resubmit

"Resubmit button" : available when checkboxes are checked



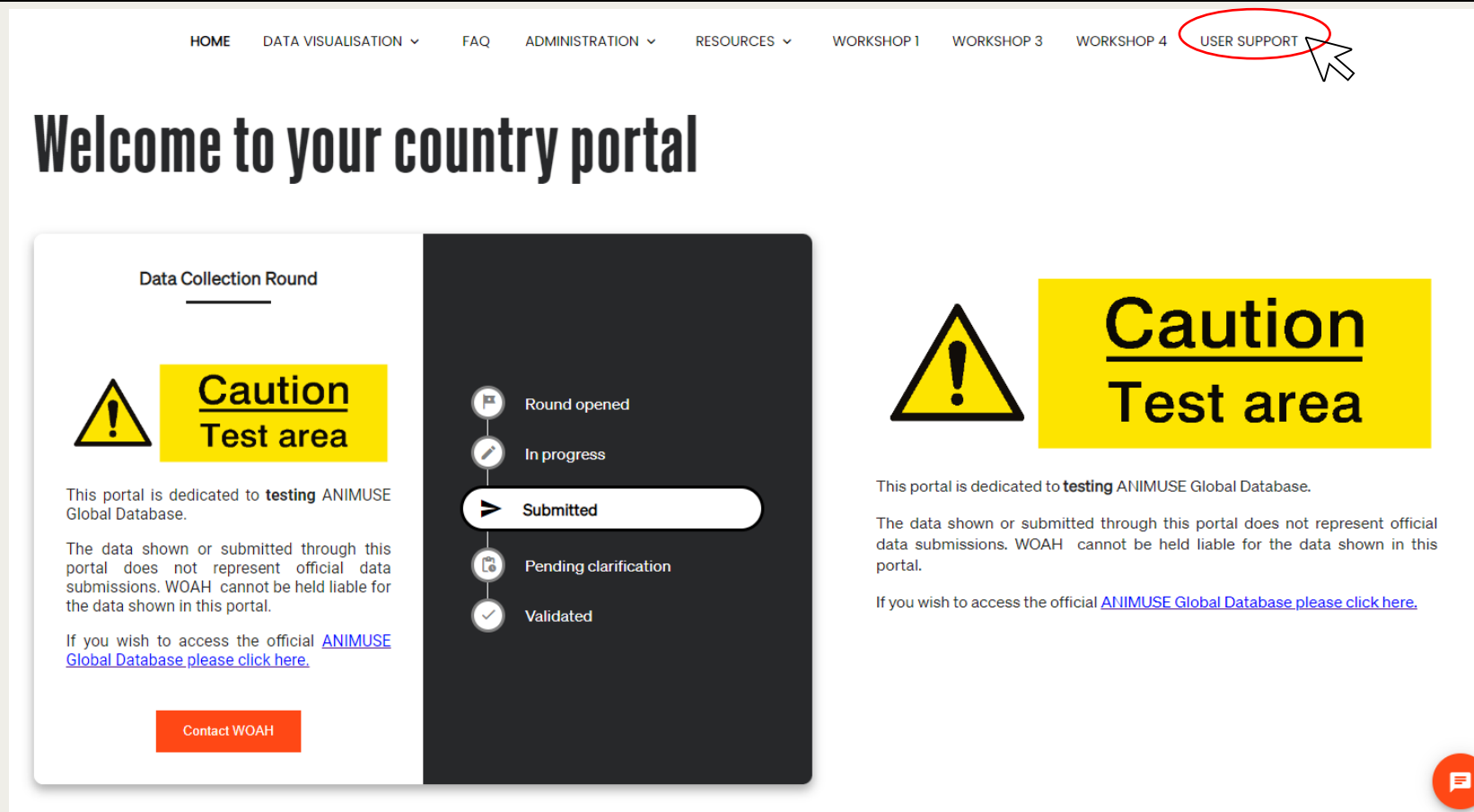
**NB:** Only, if necessary, there is an option to **Update** your historical data by using the edit button

1. **Consult** all your historical data online in **Read** only mode. Use the "eye"  button.
2. **Download** one of the previously submitted data into an excel version.
3. Optional: Use the **Edit** button to update your current round dossier (**NB:** in progress or pending status).

## SECTION 2 – Reporting ANIMUSE issues and providing feedback [10 Minutes]

In this section, you will be required to submit issues and suggestions using the ANIMUSE support portal

1. From the top navigation menu, click the **User Support** tab as indicated below.




The screenshot shows the top navigation menu of the ANIMUSE portal. The 'USER SUPPORT' tab is circled in red and has a mouse cursor pointing to it. Below the navigation menu, the main content area is titled 'Welcome to your country portal'. On the left, there is a 'Data Collection Round' section with a 'Caution Test area' warning icon and text. On the right, there is a 'Caution Test area' warning icon and text. A vertical progress bar on the left side of the main content area shows the status of the data collection round: Round opened, In progress, Submitted (highlighted), Pending clarification, and Validated. A 'Contact WOAH' button is located at the bottom left of the main content area. A chat icon is visible in the bottom right corner.

HOME DATA VISUALISATION ▾ FAQ ADMINISTRATION ▾ RESOURCES ▾ WORKSHOP 1 WORKSHOP 3 WORKSHOP 4 **USER SUPPORT**

## Welcome to your country portal

Data Collection Round


 **Caution Test area**

This portal is dedicated to **testing** ANIMUSE Global Database.

The data shown or submitted through this portal does not represent official data submissions. WOAH cannot be held liable for the data shown in this portal.

If you wish to access the official [ANIMUSE Global Database please click here.](#)

Contact WOAH

 **Caution Test area**

This portal is dedicated to **testing** ANIMUSE Global Database.

The data shown or submitted through this portal does not represent official data submissions. WOAH cannot be held liable for the data shown in this portal.

If you wish to access the official [ANIMUSE Global Database please click here.](#)

Round opened  
In progress  
**Submitted**  
Pending clarification  
Validated

1. Submit an ANIMUSE issue through the “**Report an Issue**” form

## User Support


Consult AMU resources such as user guides and videos for the ANIMUSE questionnaire, Calculation Module and Data Visualisation

Resources



Submit feedback and suggestions for improvement using this form. Thank you for your recommendations!

Suggestions




Report an issue relating to ANIMUSE using this form. The AMU Team will analyse your issue and give you feedback

Report an Issue



**NB:** Click on the button to consult resources, submit recommendations or report an issue. Remember to select your language of choice in the submission form.

English (United Kingd... ▼



## Report an issue

Please describe your issue in detail by filling in the form below. The Antimicrobial Use Team will analyse your issue and give you feedback.

The personal data that you provide with this form is processed by WOAAH, as a data controller, and allow us to process your request. You can find more information regarding the processing and your rights on our Privacy Policy here <https://www.woah.org/en/privacy-policy/>

...

\* Required

1. First Name \*

2. Last Name \*

3. Email \*

4. Country \*

8. Please describe your issue \*

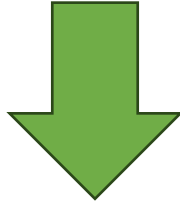
Submit

2. Complete all required fields (1-8) in the form and click submit. Remember to describe your issue with more details to help the AMU Team to understand your issue.

**NB:** Once you submit an issue, an acknowledgement email will be sent to you and a support representative will follow your ticket until it is resolved. You may be required to provide more details such as screenshots via email.

1. Provide feedback through the “**Suggestions**” form

## User Support



Consult AMU resources such as user guides and videos for the ANIMUSE questionnaire, Calculation Module and Data Visualisation

Resources



Submit feedback and suggestions for improvement using this form. Thank you for your recommendations!

Suggestions



Report an issue relating to ANIMUSE using this form. The AMU Team will analyse your issue and give you feedback


Report an Issue



**NB:** Click on the button to consult resources, submit recommendations or report an issue. Remember to select your language of choice in the submission form.



English (United Kingd... ▼



## Submit feedback and suggestions

Submit feedback and suggestions for improvement using this form. Thank you for your recommendations!

The personal data that you provide with this form is processed by WOAAH, as a data controller, and allow us to process your request. You can find more information regarding the processing and your rights on our Privacy Policy here <https://www.woah.org/en/privacy-policy/>

...

\* Required

1. First Name \*

2. Last Name \*

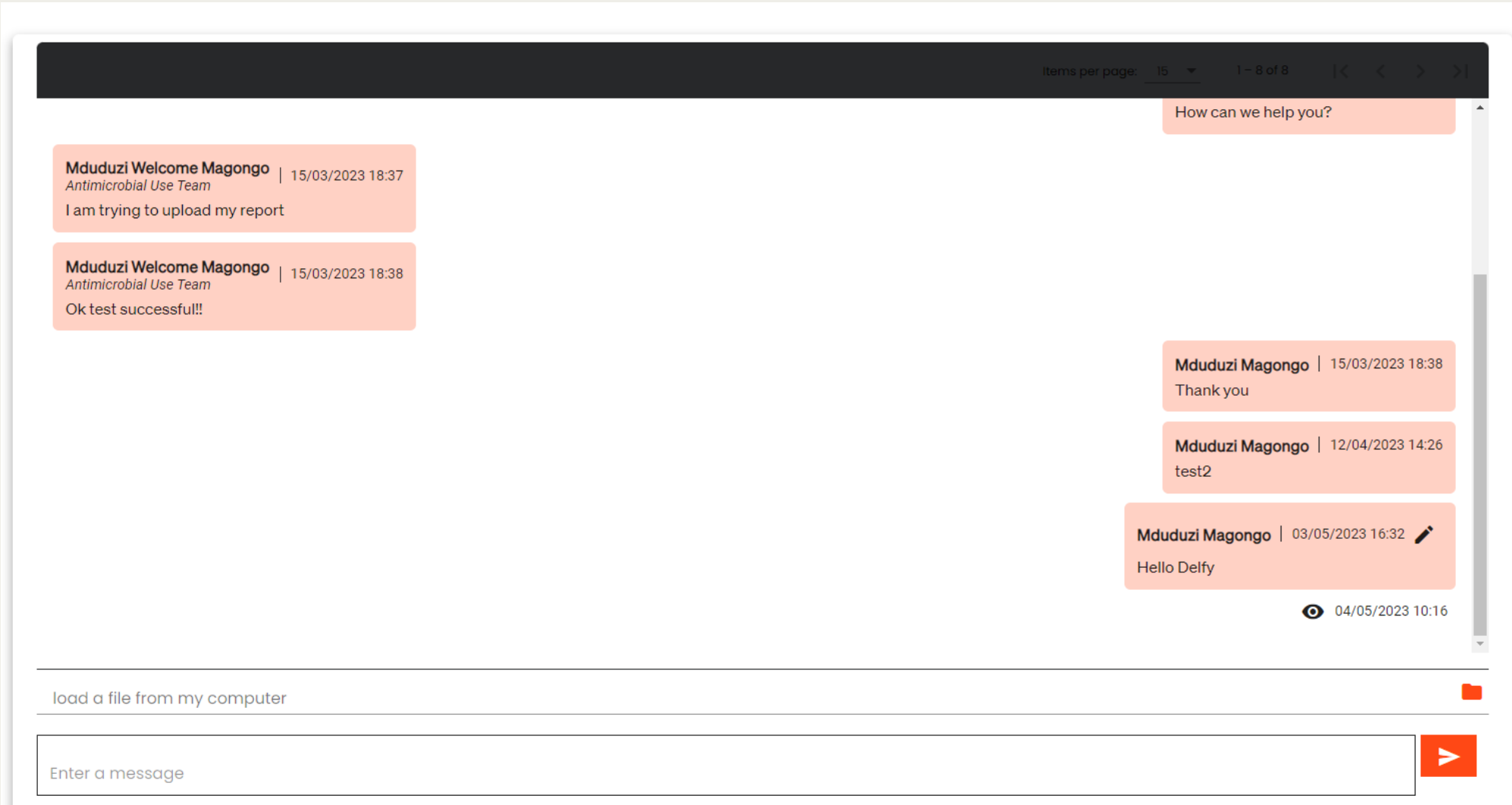
3. Email \*

4. Country \*

7. Please describe your suggestion or feedback \*

You can print a copy of your answer after you submit

2. Complete all required fields (1-7) in the form and click submit. Remember to describe your feedback with more details to help the AMU Team to understand your suggestion.



The screenshot displays a chat interface with a dark header bar at the top containing pagination controls: "Items per page: 15", "1 - 8 of 8", and navigation arrows. The chat area shows a list of messages on the left and a chat window on the right. The messages on the left are from "Mduduzi Welcome Magongo | Antimicrobial Use Team" and include the text "I am trying to upload my report" and "Ok test successful!!". The chat window on the right shows a message from "Mduduzi Magongo" asking "How can we help you?". Below the chat window, there is a "load a file from my computer" button and a text input field with a "Send" button.

Items per page: 15 1 - 8 of 8

How can we help you?

**Mduduzi Welcome Magongo** | 15/03/2023 18:37  
Antimicrobial Use Team  
I am trying to upload my report

**Mduduzi Welcome Magongo** | 15/03/2023 18:38  
Antimicrobial Use Team  
Ok test successful!!

**Mduduzi Magongo** | 15/03/2023 18:38  
Thank you

**Mduduzi Magongo** | 12/04/2023 14:26  
test2

**Mduduzi Magongo** | 03/05/2023 16:32  
Hello Delfy

04/05/2023 10:16

load a file from my computer

Enter a message



1. Contact the AMU Team using the chat function.
2. Send a file as an attachment (**NB:** 10mb maximum file size)

## SECTION 3 – Consulting Resources

⌚ [10 Minutes]

In this section, you will be required to consult the ANIMUSE resources available to assist you.

1. From the top navigation menu, click the **Resources** tab as indicated below. You may also access the resources from the **User Support** menu

The screenshot shows the ANIMUSE portal website. The top navigation menu includes: HOME, DATA VISUALISATION, FAQ, ADMINISTRATION, RESOURCES (circled in red with a mouse cursor pointing to it), WORKSHOP 1, WORKSHOP 3, WORKSHOP 4, and USER SUPPORT. Below the navigation menu is a large heading: "Welcome to your country portal".

The main content area is divided into two columns. The left column features a "Data Collection Round" section with a "Caution Test area" warning (yellow box with a black exclamation mark icon). Below this, it states: "This portal is dedicated to testing ANIMUSE Global Database. The data shown or submitted through this portal does not represent official data submissions. WOAAH cannot be held liable for the data shown in this portal. If you wish to access the official ANIMUSE Global Database please click here." and a "Contact WOAAH" button.

The right column features a "Caution Test area" warning (yellow box with a black exclamation mark icon). Below this, it states: "This portal is dedicated to testing ANIMUSE Global Database. The data shown or submitted through this portal does not represent official data submissions. WOAAH cannot be held liable for the data shown in this portal. If you wish to access the official ANIMUSE Global Database please click here."

At the bottom right of the page, there is a red circular chat icon.

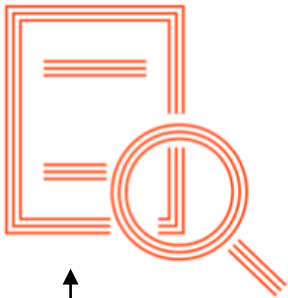
HOME CALCULATION MODULE ▾ QUESTIONNAIRE DATA VISUALISATION ▾ HISTORY FREQUENTLY ASKED QUESTIONS ADMINISTRATION ▾ RESOURCES ▾ USER SUPPORT

- User Guides
- Templates and Guidance
- Annual Report

## User Support

Consult AMU resources such as user guides and videos for the ANIMUSE questionnaire, Calculation Module and Data Visualisation

Resources



You can also consult the resources from here

Submit feedback and suggestions for improvement using this form. Thank you for your recommendations!

Suggestions



Report an issue relating to ANIMUSE using this form. The AMU Team will analyse your issue and give you feedback

Report an Issue



Consult the various resources directly from the top navigation menu

## Annual Report

### Annual Report on Antimicrobial Agents Intended for Use in Animals

Every year, WOAHA publishes a report to present the global and regional trends on antimicrobial intended for use in animals. This report follows the annual round of data collection, which takes place between September and May.

The latest report, published in May 2023, provides specific information on the global use of antimicrobial agents adjusted for animal biomass for the year 2019 and presents the overall findings of the seventh annual data collection on the use of antimicrobial agents in animals.

Contributions to our database have grown from reporting data from 130 Members for the first report in 2016 to 157 participants for the latest report.

[The Seventh WOAHA Annual Report on Antimicrobial Agents Intended for Use in Animals](#)



Consult the AMU Annual Reports

### Previous Reports



Annual, Report

Sixth Annual Report on Antimicrobial Agents Intended for Use in Animals



Annual, Report

Fifth Annual Report on Antimicrobial Agents Intended for Use in Animals



Annual, Report

Fourth Annual Report on Antimicrobial Agents Intended for Use in Animals




Annual, Report



Annual, Report



Annual, Report




**Secure and protected access to data**

### Login Instructions

Use this guide for a step-by-step guidance on how to login to ANIMUSE for the first time. Please note that you will need to be invited by the World Organisation for Animal Health to access ANIMUSE or to be created by the national Delegate.

[Download Instructions](#)



**Aids in performing calculations minimizing errors**

### Calculation Module


Use this guide to assist you in case you have difficulties in performing the calculations to obtain kilograms of active ingredients and to consolidate the different information on the veterinary products

[Download User Guide](#)

### AMU Questionnaire

Use this guide to help you complete the World Organisation for Animal Health AMU Questionnaire. A new look for the same questionnaire as the Excel template but more **user friendly** and a **smart interface**.

[Download User Guide](#)




**A new look questionnaire smart interface, user friendly**

### Data Visualisation

Use this guide to assist you visualize your data through dashboards. Graphs are based on the data collected the previous years and are managed by the AMU Team. Their presentation and appearance can change over time, and they are created using Power BI (Microsoft)

[Download User Guide](#)



**Visualise your data through MS PowerBI dashboards**

Consult the different ANIMUSE User Guides  
**NB:** Please note that these will be downloaded to your computer

## Questionnaire Template

If you wish to use the Excel version of the questionnaire, you can download the Excel Template of the questionnaire on the right and work offline. Please use the guidance document to assist you in completing the Excel Template.

[Download](#)

Questionnaire Excel Template

[Download](#)

Questionnaire Excel Template Guide

[Download](#)

Annex

## Active Ingredients Template

Download and use this template to complete and inject the WOH Active Ingredients with data aggregated at active ingredient level.

[Download](#)

Active Ingredients Template

[Download](#)

Active Ingredients Template Guide

## Calculation Tool Template

Download and use this a tool to assist you in case you have difficulties in performing the calculations to obtain kilograms of active ingredients and to consolidate the different information on the veterinary products.

[Download](#)

Calculation Tool Template

[Download](#)

Calculation Tool Template Guide

Consult the EXCEL templates and Guidance documents  
**NB:** Please note that these will be downloaded to your computer

# Thank you

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F. +33 (0)1 42 67 09 87

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www.woah.org

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World  
Organisation  
for Animal  
Health  
Founded as OIE

Organisation  
mondiale  
de la santé  
animale  
Fondée en tant qu'OIE

Organización  
Mundial  
de Sanidad  
Animal  
Fundada como OIE

