

# How to revise and finalize the reporting of Milestones

Learn how to complete the reporting of Milestones in MEL



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How to finalize the reporting of Milestones on MEL

Use your email and password to login

Click on «Forgot password?» if you need to change your credentials



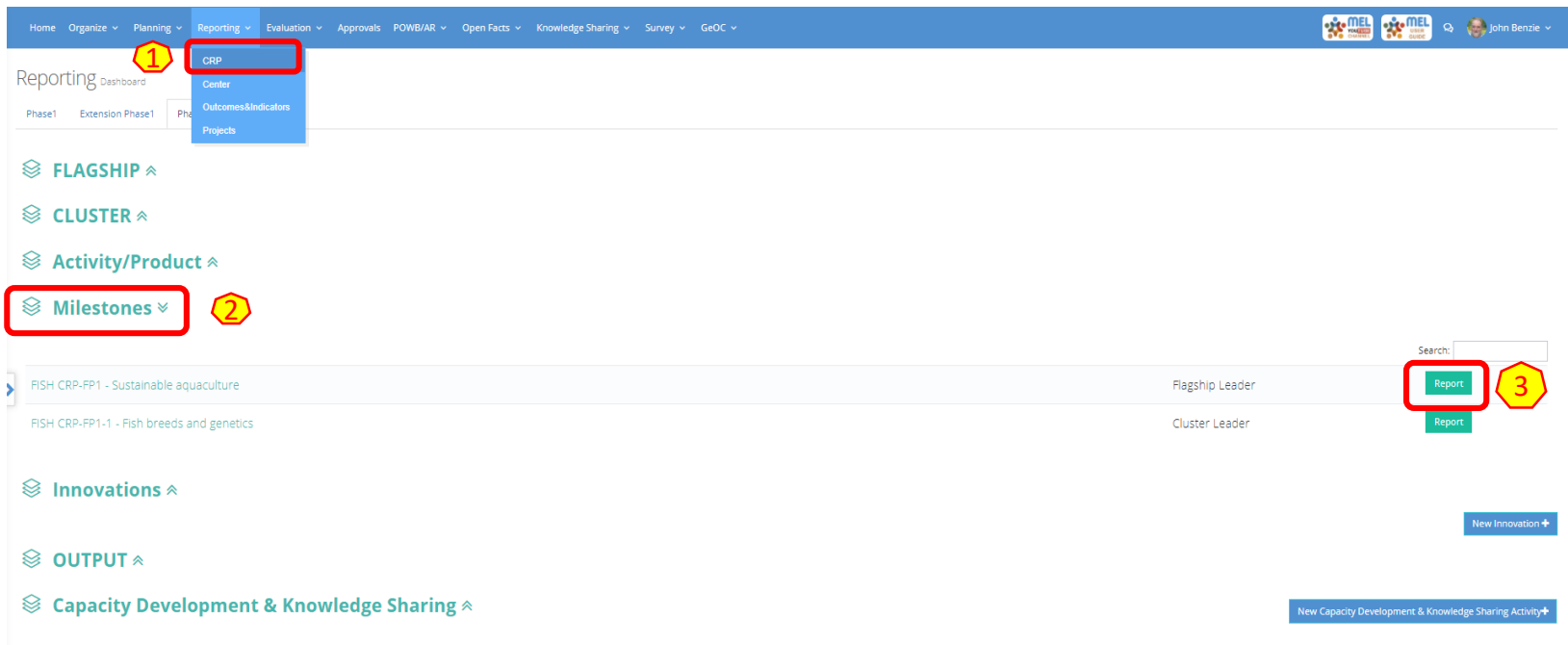


# Before you start

Remember that:

- 1) Only Flagship Leaders and Cluster leaders and co-leaders may report the Milestones of the Flagship and Cluster(s) under their responsibility.
- 2) The “Milestones” section will only appear in their pages.
- 3) The Flagship Leader reviews and finalizes the reporting of Milestones.

How to finalize the reporting of Milestones on MEL



Follow the steps 1 to 3 to access the Milestones Reporting module:

PLANNING CRP → MILESTONES → REPORT





# Click on «See Milestones» under the Outcome of interest to access all the Milestones for that Outcome

How to finalize the reporting of Milestones on MEL

Outcome List Reporting FISH CRP-FP1

Outcome Records | FISH CRP-FP1 - Sustainable aquaculture

Export

10 records

Search:

Code	Outcome Statement	Cluster	SLOs	Completed Year	Sub-IDOs	Actions
OUTCOME 1.1	1.5 million households have access to and are using our selectively improved, faster growing and more resilient strains of tilapia and carp seed using our selectively improved, faster growing and more resilient strains of tilapia and carp seed	FP1-1 - Fish breeds and genetics FP1-3 - Aquaculture systems	1 - Reduced Poverty	2022	1.4.3 - Enhanced genetic gain	<b>4</b> <a href="#">See Milestones Reporting</a>
OUTCOME 1.2	2.5 million households have adopted disease detection and control strategies, costeffective and sustainable aquafeeds and/or improved aquaculture management practices	FP1-2 - Fish health, nutrition and feeds	1 - Reduced Poverty 2 - Improved food and nutrition security and health 3 - Improved natural resources systems and ecosystems services.	2022	1.3.4 - More efficient use of inputs   1.4.2 - Closed yield gaps through improved agronomic and animal husbandry practices   2.3.2 - Reduced livestock and fish disease risks associated with intensification and climate change   3.3.2 - Enhanced adaptive capacity to climate risks	<a href="#">See Milestones Reporting</a>
OUTCOME 1.3	4.8 million mt of annual farmed fish production with reduced environmental impact and increased resourceuse efficiency (measured by 20% reduction in GHG emissions and 10% increase in water and nutrient-use efficiency)	FP1-3 - Aquaculture systems	3 - Improved natural resources systems and ecosystems services. A - Climate Change	2022	A.1.1 - Climate Change - Reduced net GHG emissions from agriculture, forests and others forms of land use   A.1.4 - Enhanced capacity to deal with climate extremes	<a href="#">See Milestones Reporting</a>
OUTCOME 1.4	2.3 million poor men, women and youth access improved livelihood opportunities resulting from increased aquaculture production and associated value chains and enterprise development (of which 50% are women).	FP1-3 - Aquaculture systems	1 - Reduced Poverty 2 - Improved food and nutrition security and health	2022	1.3.1 - Diversified enterprise opportunities   1.3.2 - Increased livelihood opportunities   1.3.4 - More efficient use of inputs   1.4.2 - Closed yield gaps through improved agronomic and animal husbandry practices	<a href="#">See Milestones Reporting</a>

Showing 1 to 4 of 4 entries

« < 1 > »

(Step 4): The «See Milestones» button will allow you to review and finalize the reporting of the Milestones under the Outcome of interest.





# A new page with the list of all Milestones for the selected Outcome will appear.

(Step 5) You may filter by reporting year (type the year, e.g. 2019 in the «Search» box). This will allow you see only the selected year's Milestones, as shown in the example.

How to finalize the reporting of Milestones on MEL

Milestone List Reporting FISH CRP-FP1

Milestone by Reporting Years | FISH CRP-FP1 - Sustainable aquaculture | OUTCOME 1.1

10 records

Code	Milestones	Planned Narrative	Reporting Narrative	Reporting Year	Status	Actions
MIL1.1.1 - 2019	Production of the first selected generation of catla and silver carp (in Bangladesh), and the production of genomic data on specific traits designed to increase resilience in tilapia (global).	Changed to better reflect progress in the genetics research cluster 1.1. PIM proposal original: New multi-year public and/or private sector investment programs have extended improved tilapia breeding and dissemination programs to FISH focal countries in Africa [Tanzania, Zambia] and Asia [Cambodia]				View
MIL1.1.2 - 2019	Assessment of adoption and performance of previous introductions of GIFT into focal countries in Asia and Abbassa strain in Egypt completed	New Milestone	Assessment of adoption and performance of previous introductions of GIFT into focal countries in Asia and Abbassa strain in Egypt completed. Good progress was made in development if integrated assessment tools for tilapia fish farming, that were used to assess performance of improved tilapia strains. Key data on performance and yield gaps in tilapia farming were analysed and findings studies published	2019	Completed	Edit, Proposed, Responsible (1), Request Review, Approve

**Note:** You may check the status of the reporting as per below criteria:

Option 1: There has been no reporting of the Milestone yet.

5 Option 2: The Cluster leader or co-leader has reported the Milestone. In this case you will see different buttons enabled under «Actions», which will allow you to review and finalize the reporting for that Milestone.





# First , click on «Proposed» to review the reported information on the Milestone

(Step 6-b) Check all the submitted information, such as Reporting Year, OECD (cross-cutting) markers and narrative. To review, you may propose changes/new content under the sections in red.

How to finalize the reporting of Milestones on MEL

6-b

6-a

Propose Milestone Status FISH CRP-FP1-OUTCOME 1.2

Milestone Status | FISH CRP-FP1-OUTCOME 1.2

Reporting (Year) 2019

Status\* Completed

Milestone Code MIL1.2.1 - 2019

Milestone Title At least one private company and/or one public organization investing in scaling of new fish feed ingredients and/or fish disease diagnostic tools within focal countries for improving yields.

OECD Markers

Gender 0 1 2

Gender (Proposed) 0 1 2

Youth 0 1 2

Youth (Proposed) 0 1 2

Capacity Development & Knowledge Sharing 0 1 2

Main achievements with specific Capacity Development & Knowledge Sharing relevance \*

Building capacity of research and development partners is key for scaling up FISH research about fish feed and fish health. In the specific case, we have worked to build the capacity of public and private sector in Bangladesh to include a One Health framework

words available: 22

Capacity Development & Knowledge Sharing (Proposed) 0 1 2

Main achievements with specific Capacity Development & Knowledge Sharing relevance \* (Proposed)

words available: 100

Climate change 0 1 2

Climate change (Proposed) 0 1 2

Main achievements with specific climate change relevance \* (Proposed)

words available: 100

Narrative\*

Several promising lines of cooperation with private sector partners in fish disease diagnostics and feed ingredients were successfully pursued with co-investment during 2019. These include the partner Wilderlab for fish disease diagnostics tools through the Inspire Big Data collaboration on "Lab in a backpack"; and feed companies engaged in fish feeds research and scaling related to the nutritious pond concept (NPC) and novel ingredients, including Skretting, several national feed companies in Bangladesh and DeHeuz (the latter funding of two PhD students from Bangladesh). Bangladesh National Health Strategy, that provides a One Health framework for managing disease risks in aquatic animals and public and private sector cooperation and investment, has been produced. This strategy provides a framework for public and private investments in Bangladesh aquatic animal health. An MoU with Single Spark has been signed to support the start-up of new entrepreneurs in

words available: 53

Narrative\* (Proposed) Changed from the original PIM table: Private sector investment in FISH

words available: 133

Edit

**Proposed**

Responsible 1

Request Review

Approve





# Complete the review of the Milestone

Option 1: If you proposed changes/new content, then click on «Proposed» (Step 6-c.1).

Option 2: If no changes were proposed, then just close the window to go to the previous page and approve the reported information to finalize the reporting of the Milestone of the selected year.

**Evidences - (Reported & UnReported References)**

#	Citation	Type	Link
#1	National Fish Health Management Strategy of Bangladesh. Department of Fishery, Bangladesh, 2019	Manually Added	<a href="https://cgjar.sharepoint.com/sites/FISHOperations/Shared%20Documents/F%20-%20M&amp;E/Annual%20Reports/Annual%20Report%202019/additional%20evidences/FG1_Miles">https://cgjar.sharepoint.com/sites/FISHOperations/Shared%20Documents/F%20-%20M&amp;E/Annual%20Reports/Annual%20Report%202019/additional%20evidences/FG1_Miles</a>
#2	WorldFish Press Release, 2019. WorldFish and Skretting sign MoU to develop aquaculture in Africa. WorldFish website.	Manually Added	<a href="https://www.worldfishcenter.org/content/worldfish-and-skretting-sign-mou-develop-aquaculture-africa">https://www.worldfishcenter.org/content/worldfish-and-skretting-sign-mou-develop-aquaculture-africa</a>
#3	Rapid genomic detection of aquaculture pathogens, Inspire challenge, 2019. Penang, Malaysia: WorldFish. Poster	Manually Added	<a href="https://hdl.handle.net/20.500.12348/3826">https://hdl.handle.net/20.500.12348/3826</a>
#4	BigData Platform, 2019. Rapid genomic detection of aquaculture pathogens, Inspire challenge, 2019. BigData Platform website.	Manually Added	<a href="https://bigdata.cgjar.org/inspire/inspire-challenge-2019/rapid-genomic-detection-of-aquaculture-pathogens/">https://bigdata.cgjar.org/inspire/inspire-challenge-2019/rapid-genomic-detection-of-aquaculture-pathogens/</a>
#5	MoU WorldFish and Single Spork, 2019	Manually Added	<a href="https://cgjar.sharepoint.com/sites/FISHOperations/Shared%20Documents/F%20-%20M&amp;E/Annual%20Reports/Annual%20Report%202019/additional%20evidences/FG1_Miles">https://cgjar.sharepoint.com/sites/FISHOperations/Shared%20Documents/F%20-%20M&amp;E/Annual%20Reports/Annual%20Report%202019/additional%20evidences/FG1_Miles</a>
#6	MoU WorldFish and De Heus, 2019	Manually Added	<a href="https://cgjar.sharepoint.com/sites/FISHOperations/Shared%20Documents/F%20-%20M&amp;E/Annual%20Reports/Annual%20Report%202019/additional%20evidences/FG1_Miles">https://cgjar.sharepoint.com/sites/FISHOperations/Shared%20Documents/F%20-%20M&amp;E/Annual%20Reports/Annual%20Report%202019/additional%20evidences/FG1_Miles</a>

**Evidences - (OICR - Outcome Impact Case Report, Blogs & Policy Case References)**

#	Citation	Type	Link
#1	National Fish Health Management Strategy of Bangladesh	Policy Case - policy_or_strategy	<a href="https://hdl.handle.net/20.500.11766.1/804a92">https://hdl.handle.net/20.500.11766.1/804a92</a>

**Evidences - (Innovation References)**

6-c.1 Proposed

**Note:** Although you may check the evidence provided (references), you cannot change or update them in this section. In this case, you may discuss directly with the cluster leader to agree on references. The cluster leader may then update them on MEL. Alternatively you may update them under **APPROVE**.



# If you have proposed new content/changes to the, click on «Request Review» (step 6-c.2)

This will notify the Cluster Leader and other selected team members (if any) of the changes. Once agreed on the final content, the Flagship leader may then complete the final actions accordingly.

How to finalize the reporting of Milestones on MEL

Milestone List Reporting FISH CRP-FP1

The screenshot shows a web application interface for 'Milestone List Reporting'. At the top, it says 'Milestone by Reporting Years | FISH CRP-FP1 - Sustainable aquaculture | OUTCOME 1.1'. Below this is a table with columns: Code, Milestones, Planned Narrative, Reporting Narrative, Reporting Year, Status, and Actions. Two milestones are listed: MIL1.1.1-2019 and MIL1.1.2-2019. The second milestone is highlighted in grey. An 'Add New' button is next to each. A modal window titled 'Request Review Milestone Reporting Year 2019' is open over the second milestone. The modal contains fields for 'Copy E-mail to', 'Email title', 'Greeting', 'Email text', and 'Closing'. A red box highlights the 'Request Review' button in the Actions column of the table, with a red arrow pointing to it from a yellow hexagonal callout labeled '6-c.2'.

6-c.2

A new tab will open for you to fill in.







# Complete the fields in \* with the necessary information

Use this tab (6-c.3) to prepare the email to be sent to the Cluster Leader (automatically selected). You may add more people in copy through the «Copy E-mail to». Then click on «View Email» (6-c.4) to see a preview of the email that to be sent.

6-c.3

How to finalize the reporting of Milestones on MEL

Request Review Milestone Reporting Year 2019

Copy E-mail to  
Selected users to copy...  
*Flagship Leader and CoLeader, Cluster Leader and CoLeader, Yourself and the selected users here will get this E-Mail sent in copy*

Email title \*  
Request Review Milestone Report Year 2019

Greeting \*  
Dear

Email text \*  
Kindly review Milestone MIL1.1.2 - 2019 Reporting Year 2019

Closing \*  
Best regards

Close View Email

6-c.4



6-c.5

Click on «Send Email» (6-c.5) to complete the action and notify the selected staff.





# Second and final step: Click on «Approve» to finalize the reporting of the Milestone for the year of reference.

7-a

How to finalize the reporting of Milestones on MEL

7-b

Save and Approve

Here you may also check on last time and modify (if necessary) the reported information before approval. Click on «Save and Approve» (Step 7-b) to complete the reporting.





# The status of the reporting of the Milestone for the year of reference is now updated.

Milestone List Reporting FISH CRP-FP1

Milestone by Reporting Years | FISH CRP-FP1 - Sustainable aquaculture | OUTCOME 1.2

10 records

Code	Milestones	Planned Narrative	Reporting Narrative	Reporting Year	Status	Actions
MIL1.2.1 - 2019	At least one private company and or one public organization investing in scaling of new fish feed ingredients and/or fish disease diagnostic tools within focal countries for improving yields.	Changed from the original PIM table: Private sector investment in FISH business/enterprise models providing evidence of improved livelihoods at scale for poor men, women and youth in 4 focal countries [Egypt, Nigeria, Bangladesh, Myanmar]	Several promising lines of cooperation with private sector partners in fish disease diagnostics and feed ingredients were successfully pursued with co-investment during 2019. These include the partner Wilderlab for fish disease diagnostics tools through the Inspire Big Data collaboration on "Lab in a backpack"; and feed companies engaged in fish feeds research and scaling related to the nutritious pond concept (NPC) and novel ingredients, including Skretting, several national feed companies in Bangladesh and DeHeus (the latter funding of two PhD students from Bangladesh), Bangladesh National Health Strategy, that provides a One Health framework for managing disease risks in aquatic animals and public and private sector cooperation and investment, has been produced. This strategy provides a framework for public and private investments in Bangladesh aquatic animal health. An MoU with Single Spark has been signed to support the start-up of new entrepreneurs in Bangladesh.	2019	Completed [ approved by John Benzie ]	View Responsible [ ? ]

Showing 1 to 1 of 1 entries (filtered from 6 total entries)

« < 1 > »

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How to finalize the reporting of Milestones on MEL

The reporting is considered complete. The system will update the status of the reporting for the Milestone accordingly. Indeed you will notice: reporting year in green, status approved note and only 2 buttons active under Actions (8).

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**Note:** Once approved no more changes are allowed (reduced actions options). If you made a mistake or omitted relevant information, and would like to rectify, please contact your center's MEL Admin.





For more detailed information on how to use MEL please use the [online guide](#)

You need support?

Chat with us  or send us an email 

Thanks for using  | **MEL**  
monitoring  
evaluation and  
learning

