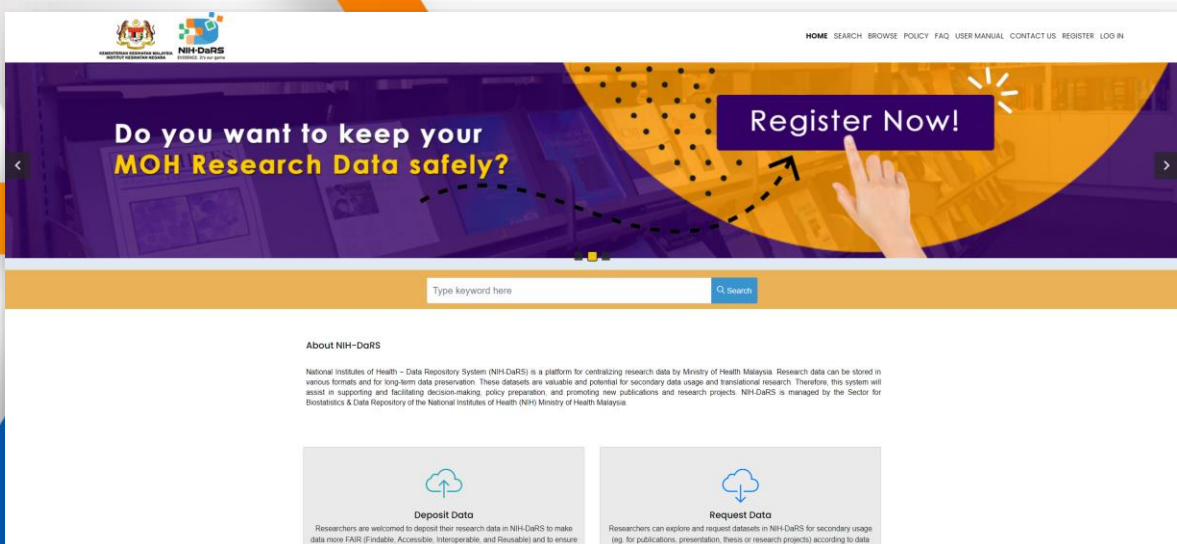




# User Manual For Data Request (Presentation)

<https://nihdars.nih.gov.my/>

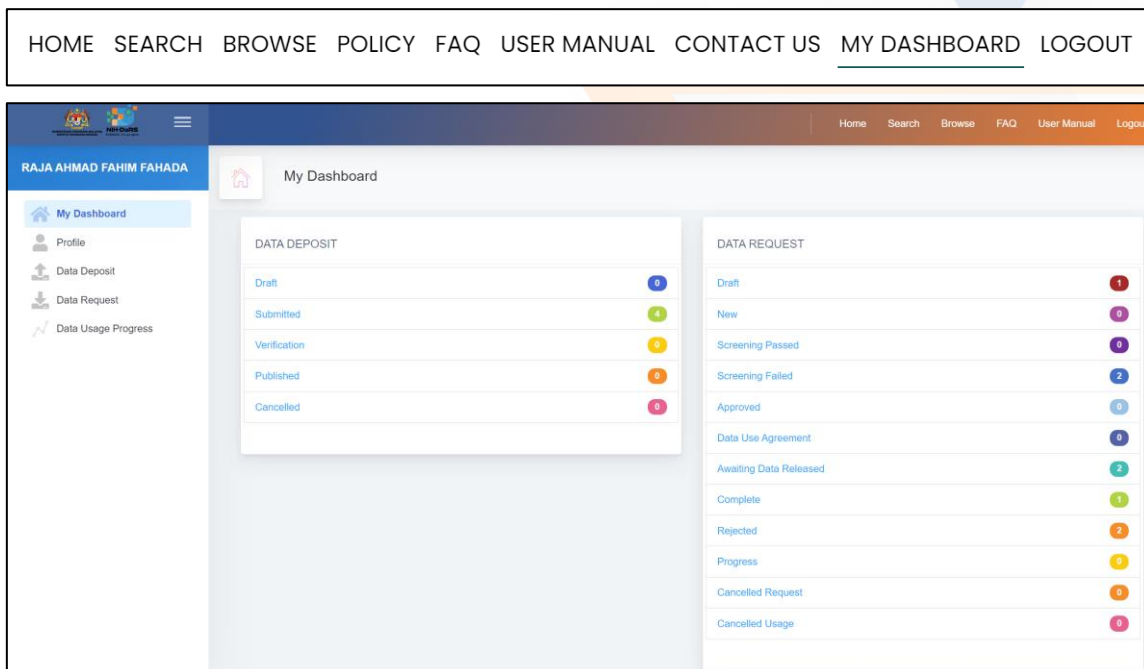


# Request Data

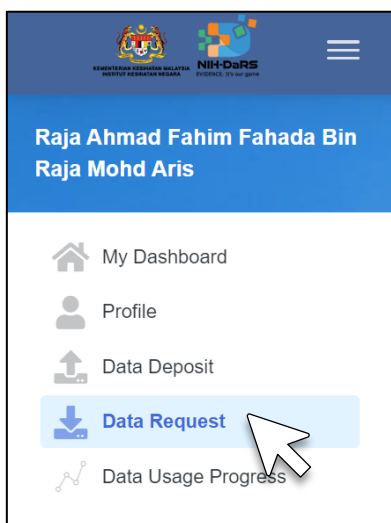
Researchers can explore and request data sets in the NIH-DaRS for secondary use (e.g., for presentation) in accordance with data access and use policies.

## Steps to request data for requester

1. Click the MY DASHBOARD button in the main menu. Dashboard page is displayed.



2. Click the Data Request button in the side bar menu



### 3. Click the REQUEST DATA button in dashboard of Data Request

LIST OF REQUEST
[REQUEST DATA](#)

| No.                | Title | Purpose | Status | Date of Submission | Action |
|--------------------|-------|---------|--------|--------------------|--------|
| There are no data. |       |         |        |                    |        |

### 4. Users can search for data using keywords such as title, selected list, subject name, suggested keywords, principal investigator, organization or stakeholder. Click the title to view the data information

Search
Show Advanced Search

for user

Please Select
1900

test

Search by Suggested Keyword

Search by Principal Investigator

Search by Organization

Search by Stakeholder

Clear search result

All results 1

For test + keyword

[Request Data](#)

[FOR USER MANUAL - DATA REQUEST OTHER FORMAT](#)

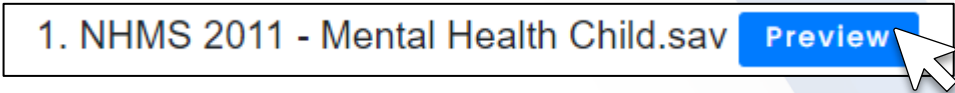
Category
TEST

For User Manual - Data Request Other Format Than SPSS / Excel

### 5. Data information will display.

|                                   |  |
|-----------------------------------|--|
| Title                             | NATIONAL HEALTH AND MORBIDITY STUDY 2011-2014  |
| Year                              | 2010 - 2014  |
| NMRR Number                       | NMRR-10-757-6837   |
| Principal Investigator            | <a href="#">Dr Nor Az Anwar</a>  |
| Organization                      | Institute for Public Health (IPH)  |
| Email                             | dmoonsa@mh.gov.my  |
| Corresponding Person              | Northazah Binti Sahrl  |
| Corresponding Person Email        | northazah_s@mh.gov.my  |
| Corresponding Person Phone Number | 0333028759   |
| Description                       | NHMS 2011 objectives: to provide health related community base data and information so as to support the Ministry of Health Malaysia in reviewing its health priorities, programme strategies, activities and planning its allocation of resources. Scopes covered in NHMS 2011 were grouped into two major components, health care demand of the community in Malaysia (load of illness, health seeking behaviour, health service utilisation and healthcare cost) and non-communicable diseases (nutritional status including obesity, physical inactivity, hypertension, diabetes, hypercholesterolemia) including other health related problems (mental health problems of adults and children, home injury).  |
| Stakeholder(s)                    | <a href="#">[PLANNING DIVISION]</a> <a href="#">[DISEASE CONTROL DIVISION]</a> <a href="#">[FAMILY HEALTH DEVELOPMENT DIVISION]</a> <a href="#">[HEALTH EDUCATION DIVISION]</a> <a href="#">[MEDICAL DEVELOPMENT DIVISION]</a> <a href="#">[ORAL HEALTH PROGRAM]</a> <a href="#">[NUTRITION DIVISION]</a>  |
| Keyword(s)                        | <a href="#">NHMS 2011</a> <a href="#">HCD</a> <a href="#">HCD</a> <a href="#">Morbidity</a>  |
| Subject(s)                        | <a href="#">[POPULATION CHARACTERISTICS]</a> <a href="#">[HEALTHY]</a> <a href="#">[MENTAL HEALTH]</a> <a href="#">[DEMOGRAPHY]</a> <a href="#">[HEALTH STATUS]</a> <a href="#">[NUTRITIONAL STATUS]</a> <a href="#">[EDUCATION]</a> <a href="#">[HEALTH EDUCATION]</a> <a href="#">[NUTRITIONAL AND METABOLIC DISEASES]</a> <a href="#">[METABOLIC DISEASES]</a> <a href="#">Show More</a>  |
| Sample Data                       | 1. NHMS 2011 - Mental Health Child.sav <a href="#">Preview</a><br>2. NHMS 2011 - Diabetes.sav <a href="#">Preview</a><br>3. NHMS 2011 - Dietary Practice.sav <a href="#">Preview</a><br>4. NHMS 2011 - Home Injury.sav <a href="#">Preview</a><br>5. NHMS 2011 - Hypercholesterolemia.sav <a href="#">Preview</a><br>6. NHMS 2011 - Hypertension.sav <a href="#">Preview</a><br>7. NHMS 2011 - Mental Health Adult.sav <a href="#">Preview</a><br>8. NHMS 2011 - Alcohol.sav <a href="#">Preview</a><br>9. NHMS 2011 - HCD.sav <a href="#">Preview</a><br>10. NHMS 2011 - National Adult.sav <a href="#">Preview</a><br>11. NHMS 2011 - Physical Activity.sav <a href="#">Preview</a><br>12. NHMS 2011 - Sociodemographic.sav <a href="#">Preview</a><br>13. NHMS 2011 - Nutritional Child.sav <a href="#">Preview</a><br>14. NHMS 2011 - Nutritional Child_on.sav <a href="#">Loading</a> |
| Data Dictionary / Codebook        | test.pdf file pdf <a href="#">View</a><br>data dictionary nhms 2011.docx <a href="#">View</a>  |

6. Click the preview button to view sample data.



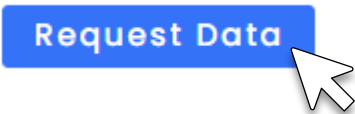
7. Sample Data displayed in table. Click close button to close preview.

Sample Data

| INDVID                | EBID         | WEIGHT4  | STRATA2     | STATE | STRATA | AGE | AGEGP | AGEGP2 | SEX    | ETHNIC  |
|-----------------------|--------------|----------|-------------|-------|--------|-----|-------|--------|--------|---------|
| 010100100064300280109 | 010100100064 | 711.02   | Johor rural | Johor | Rural  | 7   | 5-9   | 5-9    | Female | Chinese |
| 010100100064300280110 | 010100100064 | 711.02   | Johor rural | Johor | Rural  | 6   | 5-9   | 5-9    | Female | Chinese |
| 010100100064300280111 | 010100100064 | 1021.851 | Johor rural | Johor | Rural  | 12  | 10-14 | 10-14  | Male   | Chinese |
| 010100100064300280113 | 010100100064 | 685.219  | Johor rural | Johor | Rural  | 13  | 10-14 | 10-14  | Female | Chinese |
| 010100100064300320105 | 010100100064 | 1021.851 | Johor rural | Johor | Rural  | 12  | 10-14 | 10-14  | Male   | Chinese |
| 010100100064300410103 | 010100100064 | 1192.586 | Johor rural | Johor | Rural  | 14  | 10-14 | 10-14  | Male   | Malays  |
| 010100100064300410104 | 010100100064 | 907.937  | Johor rural | Johor | Rural  | 8   | 5-9   | 5-9    | Female | Malays  |
| 010100100071300190104 | 010100100071 | 1277.635 | Johor rural | Johor | Rural  | 15  | 15-19 | 15     | Male   | Malays  |

Close

8. Click the Request Data button.



9. The system displays user detail information.

Create | Data Request

| YOUR DETAILS         |   | REQUEST FORM | RESEARCH DATA INFORMATION |
|----------------------|---|--------------|---------------------------|
| Name And Title       | DR. Raja Ahmad Fahim Fahada Bin Raja Mohd Aris          |              |                           |
| Identification No.   | 991215030000  |              |                           |
| Telephone Number     | 0148432191  |              |                           |
| Email                | kultumkiran01@gmail.com                                 |              |                           |
| Position             | Medical Corps   |              |                           |
| Organization         | Non MOH   |              |                           |
| Agency               | PRIVATE   |              |                           |
| Organization Address | Lot 34,<br>Kg Air Asahan Tengah<br>Tanah Merah<br>47540 |              |                           |

10. Click the NEXT button.



11. Fill in all the information in the Request Form.

Create | Data Request

YOUR DETAILS

REQUEST FORM

RESEARCH DATA INFORMATION

Purpose Of Data Request\*

Presentation (oral or poster)

Title\*

the prevalence of hypertension among Malaysian adults and its associated risk factors

NMRR Number

e.g.: NMRR-14-1064-21877

Objective ⓘ \*

To determine the prevalence of hypertension among Malaysian adults

List Of Stakeholders ⓘ \*

DISEASE CONTROL DIVISION MOH

 X Insert comma to enter new tag

Request Letter/Memo ⓘ

Choose File

 letter.pdf

[\\*Data Request Guideline](#)

BACK

NEXT

SAVE AS DRAFT

12. Click the NEXT button.



13. Research Data Information displayed.

Create | Data Request

YOUR DETAILS

REQUEST FORM

RESEARCH DATA INFORMATION

Title

NATIONAL HEALTH AND MORBIDITY STUDY 2011-2014

NMRR Number

NMRR-10-757-6837

Description

NHMS 2011 objectives: to provide health related community base data and information so as to support the Ministry of Health Malaysia in reviewing its health priorities, programme strategies, activities and planning its allocation of resources. Scopes covered in NHMS 2011 were grouped into two major components; health care demand of the community in Malaysia (load of illness, health seeking behaviour, health service utilisation and healthcare cost) and non-communicable diseases (nutritional status including obesity, physical inactivity, hypertension, diabetes, hypercholesterolemia) including other health related problems (mental health problems of adults and children, home injury).

Stakeholder(S)

PLANNING DIVISION

DISEASE CONTROL DIVISION

FAMILY HEALTH DEVELOPMENT DIVISION

HEALTH EDUCATION DIVISION

MEDICAL DEVELOPMENT DIVISION

ORAL HEALTH PROGRAM

NUTRITION DIVISION

Subject(S)

POPULATION CHARACTERISTICS

HEALTH

MENTAL HEALTH

DEMOGRAPHY

HEALTH STATUS

NUTRITIONAL STATUS

EDUCATION

HEALTH EDUCATION

NUTRITIONAL AND METABOLIC DISEASES

METABOLIC DISEASES

Show More

Keyword(S)

NHMS 2011

NCD

HCD

MALAYSIA

Suggested Future Usage

Sample Data

1. NHMS 2011 - Mental Health Child.sav

PREVIEW

2. NHMS 2011 - Diabetes.sav

PREVIEW

3. NHMS 2011 - Hypercholesterolemia.sav

PREVIEW

4. NHMS 2011 - Hypertension.sav

PREVIEW

5. NHMS 2011 - Dietary Practice.sav

PREVIEW

6. NHMS 2011 - Home Injury.sav

PREVIEW

7. NHMS 2011 - Mental Health Adult.sav

PREVIEW

8. NHMS 2011 - Nutritional Adult.sav

PREVIEW

9. NHMS 2011 - Alcohol.sav

PREVIEW

10. NHMS 2011 - Physical Activity.sav

PREVIEW

14. The requester selects the data according to the research title. Requestors can select/mark files non statistical files such as image/video/audio or other file formats.

Data Dictionary / Codebook

[data dictionary.xlsx](#) [VIEW](#)

Non Statistical Files

☐ Sample Image File Format.JPG

☐ Sample Microsoft Word.Docx

☒ Sample Microsoft Power Point.PPTX

☒ Sample PDF File Format.Pdf

☐ Sample Video File Format.Mp4

☐ Sample Audio File Format.MP3

15. Requester can select each variables needed on each statistical files accordingly. Click checkbox below to turn on/off merge files.

NHMS 2011 - Nutritional Child.Sav

☒ Indvid

☒ Strata2

☒ Age

☐ Ethnic3

☐ Work\_status

☐ Hhincome

☐ A2300

☐ A2321

☐ A2325\_1

☐ A2412

☐ K2032\_child

☐ K2062\_child

☐ K1021\_child

☐ K1041\_child

☐ Bodywtfinal\_child

☐ Hazodocla\_child

☐ Wazolarecod\_child

☐ Bazwhofinal\_child

☐ Hhid

☐ State

☐ Agegp

☐ Citizen

☐ Occuptn\_7

☐ Hhincomegroup

☐ A2301

☐ A2322

☐ A2325\_2

☐ A2413

☐ K2041\_child

☐ K10001\_child

☐ K1022\_child

☐ K1042\_child

☐ Bodyhtfinal\_child

☐ Hazolarecod\_child

☐ Cdwzhzfinal\_child

☐ Bazodocla\_child

☐ Ebid

☐ State\_region

☐ Gender

☐ Maritalgp

☐ Occupation

☐ Incomeeq

☐ A2302

☐ A2323

☐ A2410

☐ K2011\_child

☐ K2042\_child

☐ K10002\_child

☐ K1031\_child

☐ Birthdate\_child

☐ Waistfinal\_child

☐ Wazodcfinal\_child

☐ Cdwzhzclla\_child

☐ Bmizolarecod\_child

☐ Weight4

☐ Strata

☐ Ethnic2

☐ Education

☐ Ind\_income

☐ A2104\_2

☐ A2320

☐ A2324

☐ A2411

☐ K2031\_child

☐ K2061\_child

☐ K10003\_child

☐ K1032\_child

☐ Anthrodte\_child

☐ Hazodcfinal\_child

☐ Wazodocla\_child

☐ Whzodreacod\_child

☐ Bmi

Remarks

Male

☒ Merge Files?

\* Merge combine all selected variables and data into one file.

ADD RESEARCH

REMOVE RESEARCH

BACK

SAVE AS DRAFT

SEND DATA REQUEST

16. Requester can request multiple dataset in a single request form by clicking ADD RESEARCH button. (For example, requester wants to request NHMS 2011, NHMS 2015 and NHMS 2019 in a one request form.)

+

ADD RESEARCH

REMOVE RESEARCH

17. Click SEND DATA REQUEST button to submit request. Click SAVE AS DRAFT button will save the request and the request will not be submitted .



18. Display of Application Form Receipt.

**SEKTOR BIOSTATISTIK & DATA REPOSITORI,  
PEJABAT PENKURUS NIH,  
INSTITUT KESIHATAN NEGARA,  
NO 1, JLN SETIA MURNI U13/52, SEKSYEN U13, 40170 SHAH ALAM**

**APPLICATION FORM RECEIPT**

**User's Details**

Title And Name : CK Nurin  
MyKad Number : 980715036362  
Telephone Number : 0132561505  
Email : nurin@kodewave.my  
Position : Intern  
Organization : Non MOH  
Agency : Government  
Organization Address : No 12, Seksyen U8  
40150 Shah Alam  
Selangor

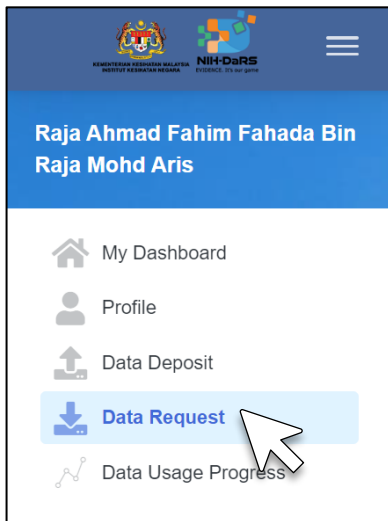
**Request Form**

Date Of Submission : 07 Apr 2022  
Purpose Of Data : Presentation (Oral Or Poster)  
Title : Test  
NMRR Number :  
Objective : Test Test  
Stakeholder(s) : Test

**Research Data Information**

Source Of Research Data : For User Manual - Data Request Other Format  
NMRR Number : 123123123  
Non SPSS File : 1. Sample Audio File Format.MP3  
Variables Needed :  
Request Merge : Yes

19. Click the Data Request button in the side bar menu



20. New request data will appear in the data request list.

LIST OF REQUEST [REQUEST DATA](#)

Show  Entries Search:

| No. ↑ | Title ↑   | Purpose ↑                     | Status ↑ | Date of Submission ↑ | Action ↑   |
|-------|---|-------------------------------|----------|----------------------|--|
| 1     | the prevalence of hypertension among Malaysian adults and its associated risk factors | Presentation (oral or poster) | NEW      | 12 Apr 2022          | <a href="#">To Do</a> <a href="#">Edit</a> <a href="#">Cancel Data Request</a> |

Showing 1 to 1 of 1 entries Previous  Next

21. Click To Do Button is for view status with action needed.



22. For status new, User can view request form and download application form receipt.

To Do | Data Request

| Status                           | To Do  |
|----------------------------------|--|
| <div>DRAFT</div>                 | <i>*Application submitted.</i>   |
| <div><div>NEW</div> New! ➔</div> | <div><div>View</div><div>Application Form Receipt</div></div> <i>*Awaiting screening by Admin.</i> |

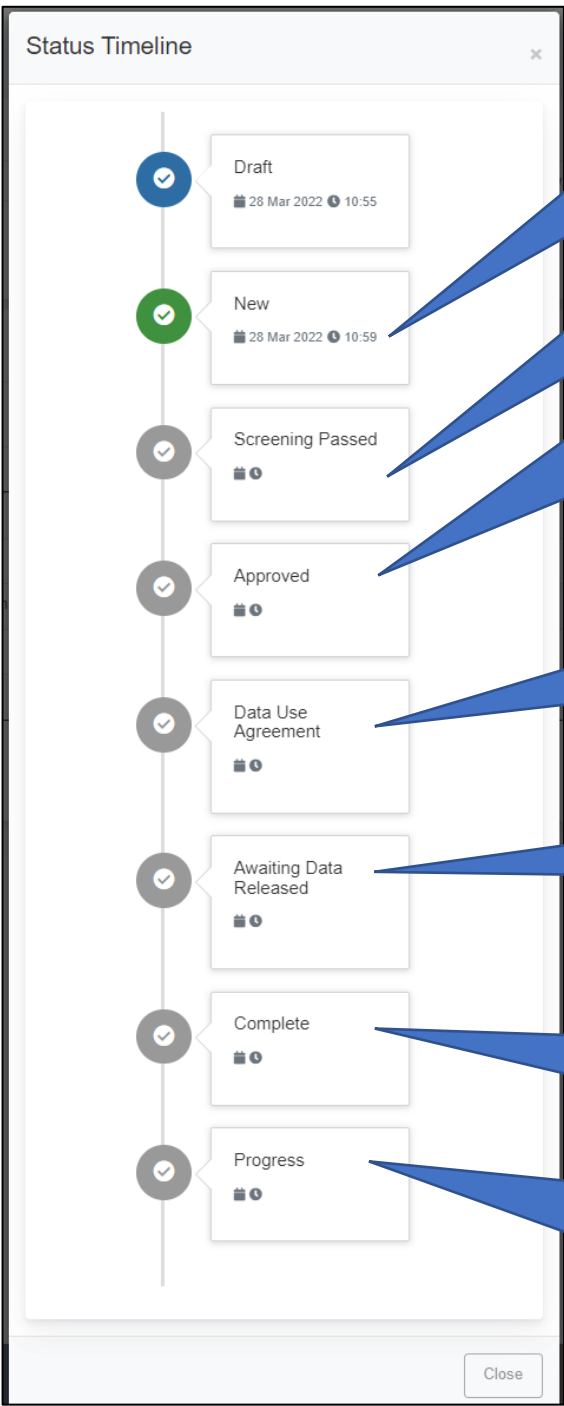
Back

23. Click Status to view status timeline.





24. Requester can keep track all the status of request in Status Timeline.



The request will be screened by admin

Request have been screened by admin and passed screening process.

The data request has been approved, requester can download the approval letter and download data use agreement to be sign by requester and requester's supervisor/head of department. Then, requestor need to upload the signed agreement.

Head of Sector for Biostatistics & Data Repository will sign the data use agreement digitally (auto generated by the system)

Data will be generated by the system and validated by NIH-DaRS administrator.

Requester can download the requested data and copy of data use agreement that has been completely signed by both parties (requester and NIH-DaRS).

Requesters are required to update their progress of data usage for the publication / presentation / research project every three months (March, June, September and December) in NIH-DaRS.

25. When the status of request is APPROVED, click To Do button to view status with action needed.

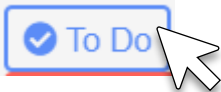
LIST OF REQUEST

REQUEST DATA

Show 10 Entries

Search:

| No. | Title   | Purpose                       | Status   | Date of Submission | Action  |
|-----|---|-------------------------------|----------|--------------------|---|
| 1   | the prevalence of hypertension among Malaysian adults and its associated risk factors | Presentation (oral or poster) | APPROVED | 07 Apr 2022        | <div><div>To Do</div><div>Cancel Data Request</div></div> |

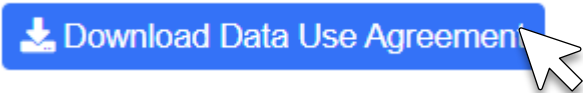


To Do | Data Request


| Status           | To Do  |
|------------------|--|
| DRAFT            | *Application submitted.  |
| NEW              | <div><div>View</div><div>Application Form Receipt</div></div>  |
| SCREENING PASSED | *Screening passed.   |
| APPROVED New!    | <div><div>Approval Letter</div><div>Download Data Use Agreement</div></div> <div>*Please download data use agreement first and upload the completed agreement.</div> |

Back

26. Click Download Data Use Agreement button, print and then sign at requester and requester’s supervisor / head of department. Please leave the signature section for Head of Sector Biostatistics & Data Repository blank.



27. Please upload the signed data use agreement (in 4 full pages) in PDF format only. Head of Sector for Biostatistics & Data Repository will sign the data use agreement digitally (auto generated by the system). Then click submit button to send.




Data Use Agreement

Data Use Agreement ⓘ

Template Data Use Agreement

Signed By Requester \*

1

 Data Use Agreement

2


Choose File

No file chosen


\*Please download data use agreement first and upload the completed agreement in PDF FORMAT ONLY

⬅ Back

➡ Submit







28. Now the status has changed to Data Use Agreement and the application is awaiting the approval of the Head of Sector.



To Do | Data Request

Thank you.


Data Usage Agreement usage has been successfully submitted. Please wait for approval.

| Status  | To Do   |
|---|---|
| <b>DRAFT</b>                                    | *Application submitted.   |
| <b>NEW</b>                                      | <div><div> View</div><div> Application Form Receipt</div></div> |
| <b>SCREENING PASSED</b>                         | *Screening passed.  |
| <b>APPROVED</b>                                 | <div> Approval Letter</div>  |
| <b>DATA USE AGREEMENT</b> <small>New! ⓘ</small> | <div><div> Data Use Agreement</div><div>*Awaiting Approval by Head of Sector.</div></div>  |

⬅ Back

29. When the status of request is COMPLETE, click To Do button to view status with action needed.



LIST OF REQUEST

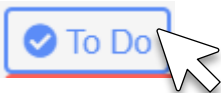


REQUEST DATA

Show 10 Entries

Search:

| No. ↑ ↓ | Title ↑ ↓   | Purpose ↑ ↓                   | Status ↑ ↓      | Date of Submission ↑ ↓ | Action ↑ ↓  |
|---------|---|-------------------------------|-----------------|------------------------|---|
| 1       | the prevalence of hypertension among Malaysian adults and its associated risk factors | Presentation (oral or poster) | <b>COMPLETE</b> | 07 Apr 2022            | <div><div> To Do</div><div> Cancel Data Usage</div></div> |



30. Please download all the requested data.

To Do | Data Request

| Status                     | To Do   |
|----------------------------|---|
| DRAFT                      | *Application submitted.                                       |
| NEW                        | <a href="#">View</a> <a href="#">Application Form Receipt</a> |
| SCREENING PASSED           | *Screening passed.  |
| APPROVED                   | <a href="#">Approval Letter</a>                               |
| DATA USE AGREEMENT         | <a href="#">Data Use Agreement</a>                            |
| AWAITING DATA RELEASED     | *Data released.   |
| COMPLETE <span>New!</span> | <a href="#">Download All Data</a>                             |

| No | Title     | Action                   |
|----|-----------|--------------------------|
| 1  | test.xlsx | <a href="#">Download</a> |

\*Data will be removed after two weeks from the date of data download or one month if no action is taken.

[Back](#)

31. Click the Data Usage Progress button in the side bar menu.

Khairiyah Binti Abd Rahim

My Dashboard

Profile

Data Deposit

Data Request


**Data Usage Progress**

| LIST OF DATA USAGE |                    |                               |          |                    |   |
|--------------------|--------------------|-------------------------------|----------|--------------------|---|
| No.                | Title              | Purpose                       | Status   | Date of Submission | Action  |
| 1                  | test non spss file | Presentation (oral or poster) | PROGRESS | 08 Feb 2022        | <a href="#">View</a> <a href="#">Progress</a> <a href="#">Cancel Data Usage</a> |

32. Click the Progress button in action column to update the progress of data usage.

Progress

33. Please upload presentation file, fill in the Conference Name and Conference Name, and select Date Of Presentation to update status. Click Save to submit progress



Data Usage Progress | Presentation (oral or poster)

CREATE NEW PROGRESS

Name And Title

NUR MADIHAH MAKSUMAH BINTI ZARIN

Title Of Presentation

Encyclopedia of Life

Presentation File\*

Choose File

No file chosen

Conference Name\*

Venue Of Presentation\*

Date Of Presentation\*

dd/mm/yyyy

Back

Save