



# Publishing 101

## Moderator:

Thea Schepers

Senior Advisor Open Data / IATI, Netherlands Ministry of Foreign Affairs

## Speakers / co-organizers:

Audrey Migot-Adholla

Business Analyst, IATI Secretariat

Michelle Levesque

Senior Project Manager IOM

# Agenda



1. Introduction
2. Breaking the ice - Polls
3. Setting the scene - Presentations
4. Break-out rooms:
  - a. First Aid Group - I want help 
  - b. Discussion Group - I want to discuss how to help 
5. Wrap-up and closing



# Introduction

## Purpose

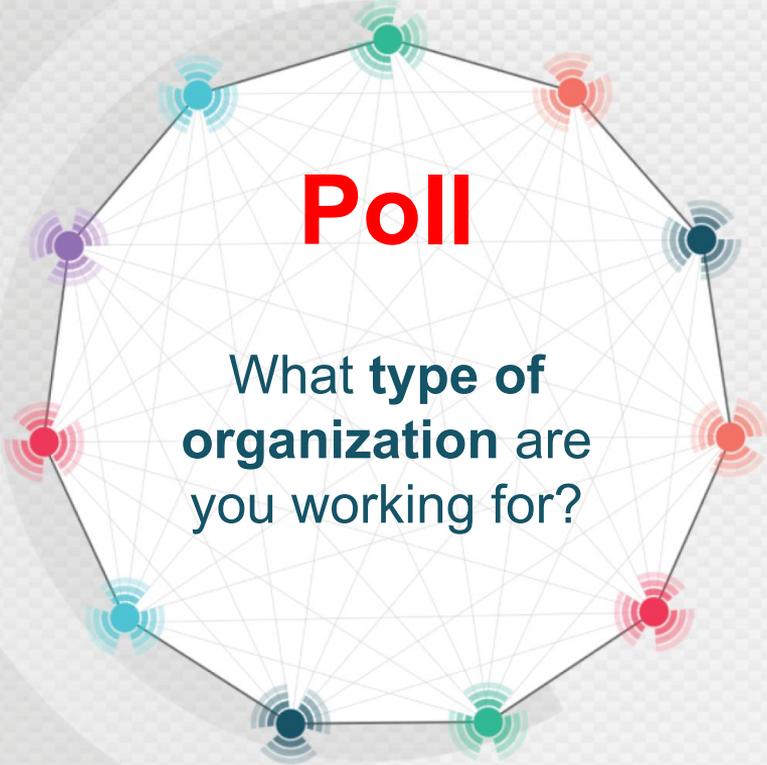
- How to support (relatively) new Publishers in the first step of the IATI journey?
  - Possible outcome: 1) Source ideas to better guide new Publishers, e.g. through a Newbies Corner on IATI Connect; 2) This is not a stand-alone session: follow-up later in the year
  - One-pager with existing resources

## Set-up and logistics

- 55 minutes: informal, informative and interactive
- Different ways of interacting: drop your comment in the **chat box**  several **Zoom-polls**  and **break-out rooms** 



# 'Breaking the Ice' - Poll #1



**Poll**

What **type of organization** are you working for?

# 'Breaking the Ice' - poll #2

## Poll

How much  
**experience** do you  
personally have in  
IATI?

# 'Breaking the Ice' - poll #3

## Poll

Choose which break-out  
group you want to attend  
later:

ROOM 1: I need help!

ROOM 2: I want to discuss  
how we can best help new  
publishers

# Setting the Scene

Before break-out groups, some **context**:

**Presentation #1** - Common challenges for new Publishers

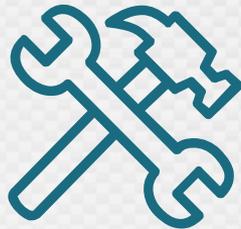
**Presentation #2** - Common tips to help you publish

Drop your comments into the chatbox



# Publishing to IATI - Where to begin?

- For new and potential publishers, IATI can certainly be overwhelming
- There are several tools and resources to help you on your publishing journey



Publishing Tools



# Common challenges for new publishers

What should I publish?

My donor has asked me to publish.  
What do I do next?

I don't know where to start!

How do I set up my account?

I'm not a technical person!

How do I view my published data?

What is Org-ID?  
How do I get one?





# Publishing flow Infographic

Accessible through IATI Connect: [iaticonnect.org/publishing-flow](https://iaticonnect.org/publishing-flow)

1. Get familiar with how published IATI data is structured. Understand the elements and codelists. Look at d-portal and Datastore to see how published data is presented.
2. Find your Organisation ID - you will need this to create your IATI account. Search the Org ID website for your organisation's registration agency
3. Register on the IATI website. You will need a user account and a publisher account for your organisation.
4. Choose the publishing tool that you will use to publish your data from the list on the IATI website.
5. Decide what data you will publish (some donors have specific requirements)
6. Prepare your data. You will need to create an Organisation file and an Activity File. Published data is in XML format (some of the publishing tools convert it for you).
7. Publish your data.
8. Take a moment to check for any data validation errors. Your publishing tool might highlight these, but you can also check using the IATI Validator.
9. Check IATI Registry to see your data. You can also check d-portal 24 hours after you publish.
10. Improve and update your data. This ensures that it will be useful for other organisations and data users. Use the IATI Dashboard or see how other organisations have visualised IATI data.



# Step by Step Publishing flow



## 1. Explore Data

Learn how IATI data is structured. Understand the elements and codelists. See how published data is presented on d-portal and Datastore.

## 2. Find Org-ID

You will need this to create your IATI account. Search the Org ID website for your organisation's registration agency.

## 3. Register

Register on the IATI website. You will need a user account and a publisher account for your organisation.

## 4. Choose a tool

Choose the publishing tool that you will use to publish your data from the list on the IATI website.

## 5. Select data

Decide what data you will publish (some donors have specific requirements). Also consider the usability of your data for other users.

## 6. Prepare data

Create an Organisation file and an Activity File. (XML format).

## 7. Publish!

Publish your data to IATI.

## 8. Validate

Check data for validation errors. Some publishing tools do this, you can also check using the IATI Validator.

## 9. Verify

Check IATI Registry to see your data has published successfully. You can also check d-portal 24 hours after you publish.

## 10. Improve

Improve and update your data making it useful for other data users. See IATI Dashboard for examples of visualised IATI data.

# Top Tips to help you publish to IATI

1 **Ask for help!** Email the [support Helpdesk](#) at any time for publishing guidance

2 Register a user and publisher account on the [IATI Registry](#) (have your Org-id ready)

3 Check the [donor publishing requirements](#) (if applicable)

4 Prepare your data and [choose a publishing tool](#). Create an account with the publishing tool provider as well if necessary

5 Explore [d-portal](#) for examples of published data

6 Consult support guidance from publishing tool providers, or 3rd party organisations (such as [Aidstream](#) or [BOND](#))

## Bonus tip!

Seek help and advice by joining the IATI Newbies Corner via the following link: <https://iaticonnect.org/newbies-corner/stream>



# Break-out rooms: Kick-off

## 1 Purpose, 2 Groups

- *1 purpose:* How to support (relatively) new Publishers in the first step of the IATI-journey?
- *2 break-out groups:*
  1. **First Aid Group** - I need help 
  2. **Discussion Group** - I want to discuss how we can best help new publishers 

## Wrap-up: Sharing outcomes

The image features a central network diagram with nodes and connections, overlaid with a large circular graphic and the text 'BREAK-OUT TIME'. The network nodes are represented by colored circles (red, blue, green, purple) with radiating lines, suggesting signal or connectivity. The circular graphic consists of several concentric, semi-transparent grey rings. The text 'BREAK-OUT TIME' is written in a bold, red, sans-serif font, centered within the network diagram.

# BREAK- OUT TIME

# Break-out rooms: Wrap-up

Sharing key takeaways from the **break-out rooms**

1. **First Aid Group** - I need help 
2. **Discussion Group** - I want to discuss how we can best help new publishers 

## Wrap-up and Closing

- **Follow-up activities** -- [request-to-join IATI's Newbies' Space](#) and access resource one-pager