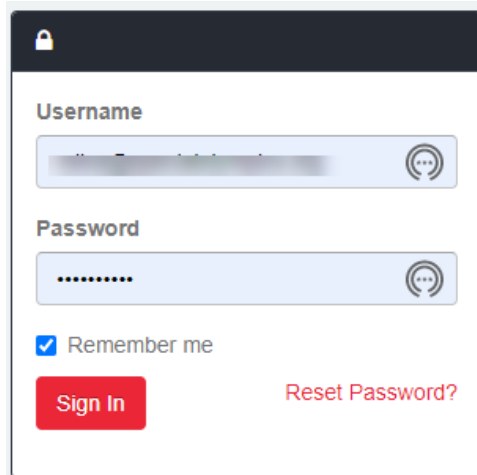


Census Reporting Guide – For Programs

To access the SOI's Census Reporting web site go to:

<http://census.specialolympics.org/index.html>

You will need to enter your username and password; this is the same username and password that you use to access the SOI Accreditation Web Site.



Username

Password

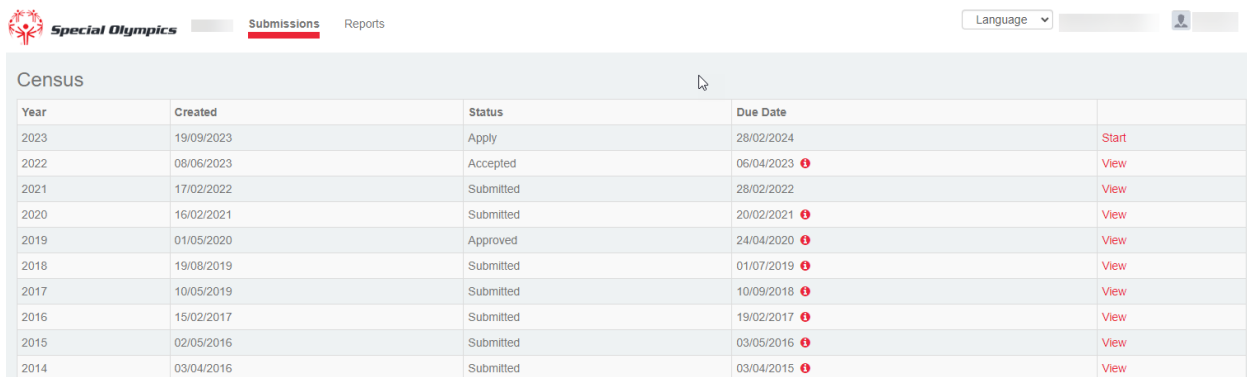
☒ Remember me

Sign In [Reset Password?](#)

If you have forgotten your username or password, just click on Forgot password on contact censushelp@specialolympics.org.

Your username and passport will be sent to you by email.

Once you have logged in to your Program's page, you will see the following screen, click on View for the year you want to view. Note: you cannot change any previous years Census information.



Year	Created	Status	Due Date	
2023	19/09/2023	Apply	28/02/2024	Start
2022	08/06/2023	Accepted	06/04/2023	View
2021	17/02/2022	Submitted	28/02/2022	View
2020	16/02/2021	Submitted	20/02/2021	View
2019	01/05/2020	Approved	24/04/2020	View
2018	19/08/2019	Submitted	01/07/2019	View
2017	10/05/2019	Submitted	10/09/2018	View
2016	15/02/2017	Submitted	19/02/2017	View
2015	02/05/2016	Submitted	03/05/2016	View
2014	03/04/2016	Submitted	03/04/2015	View

This will display your programs Census Summary page. The left side of the screen in your navigation screen under "Census".

- Dashboard –

Census Reporting Guide – For Programs

- Total - Athletes and Coached - Use this button to access your Program's Sports Numbers (See page 3)
- Unified – Athletes, Partners and Coaches - Use this to enter your Programs Unified Athletes and Partners (See page 5)
- Program Info - this is your Program information, which MUST be filled out (see page 7)
- Data Verification -

NOTE: The Metrics M01 thru M09 is referenced in the Census Definitions and Guidance document.

M01 – Trained AND Competed (Total) - By Gender

M01A – Competitions by Sport (Required for 2023 Census)

M02 – Trained but NOT competed (Total) - By Gender

M03 - Coaches (Total) - By Gender

M03A – Certified Coaches - By Gender

M04 – Unified Recreation

M05 – Unified Player Development

M06 – Unified Competitive

M07 – Unified Totals

M07A – Unified Competition by Sport (Required for the 2023 Census)

M08 - Young Unified (all models)

M09 – Unified Coaches

The Dashboard view will give you a snapshot of important Census information that you have entered.

Under **Resources**, you can download:

Census Guidance and Definitions

What's New

Download Spreadsheet - M01 thru M09 data


Download Program Info

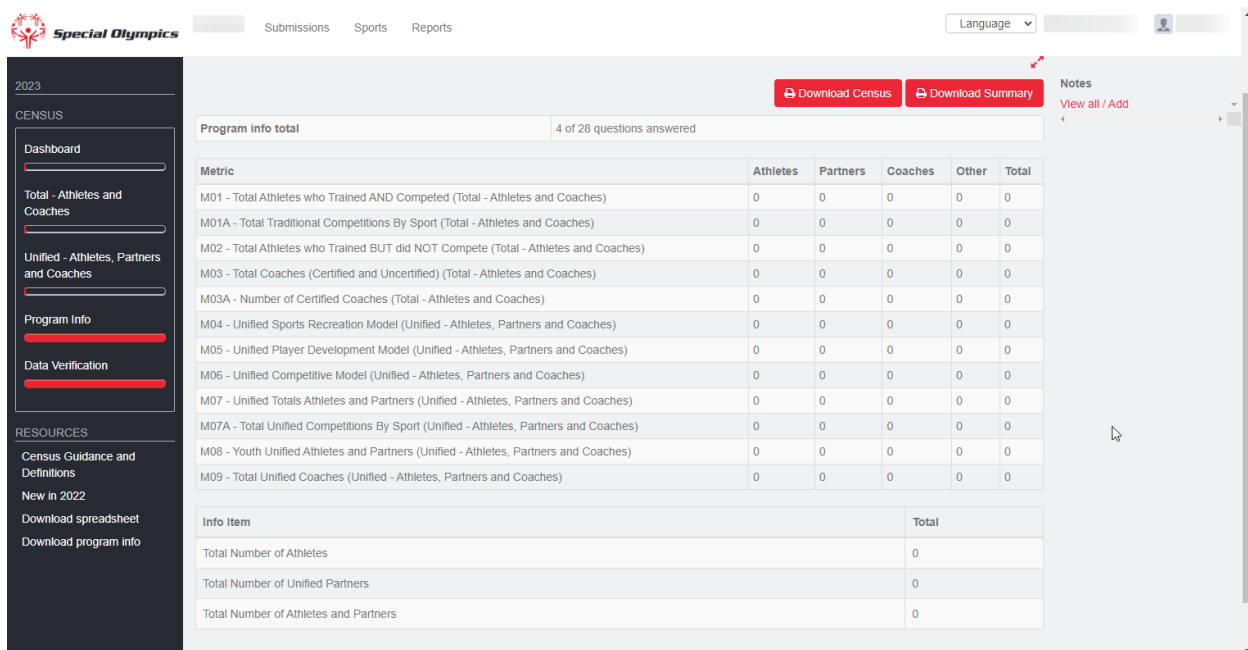
Census Reporting Guide – For Programs

The Spreadsheets can be used as a worksheet to gather your Programs Athlete and Unified Sports numbers. However, you must first select the Sport that your Program participated in, the spreadsheet will only display the Sports that you select below.

Programs can use the spreadsheet to import their Athlete and unified numbers directly into the census.


You can click on the text in the black box to view that section of the Census.

NOTE: The  double arrow just above Download Summary is used to expand your view of the page being displayed.



Metric	Athletes	Partners	Coaches	Other	Total
M01 - Total Athletes who Trained AND Competed (Total - Athletes and Coaches)	0	0	0	0	0
M01A - Total Traditional Competitions By Sport (Total - Athletes and Coaches)	0	0	0	0	0
M02 - Total Athletes who Trained BUT did NOT Compete (Total - Athletes and Coaches)	0	0	0	0	0
M03 - Total Coaches (Certified and Uncertified) (Total - Athletes and Coaches)	0	0	0	0	0
M03A - Number of Certified Coaches (Total - Athletes and Coaches)	0	0	0	0	0
M04 - Unified Sports Recreation Model (Unified - Athletes, Partners and Coaches)	0	0	0	0	0
M05 - Unified Player Development Model (Unified - Athletes, Partners and Coaches)	0	0	0	0	0
M06 - Unified Competitive Model (Unified - Athletes, Partners and Coaches)	0	0	0	0	0
M07 - Unified Totals Athletes and Partners (Unified - Athletes, Partners and Coaches)	0	0	0	0	0
M07A - Total Unified Competitions By Sport (Unified - Athletes, Partners and Coaches)	0	0	0	0	0
M08 - Youth Unified Athletes and Partners (Unified - Athletes, Partners and Coaches)	0	0	0	0	0
M09 - Total Unified Coaches (Unified - Athletes, Partners and Coaches)	0	0	0	0	0

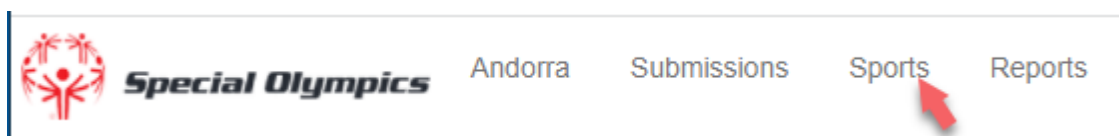
Info Item	Total
Total Number of Athletes	0
Total Number of Unified Partners	0
Total Number of Athletes and Partners	0

NOTE: Any time you see the  , placing your mouse over the “?” Or “i” will give you detailed information on that field,

NOTE: Only the Census Administrator can add or remove Sports

The First step you should do must do is review the Sports that your Program participated in for the current Census Reporting period.

It you need to add or remove a sport, on this is your first year to complete the Census, click on Sports at the top of the Screen.



Census Reporting Guide – For Programs

Check all the Sports that your program is competing in and/or training in. Please note that you cannot just select a Unified Sport. All Athletes and Coaches that participate in Unified Sports MUST be included in M01, M02 and M03. If you are competing or training in a Sport that is not listed, contact SOI using the Censushelp@specialolympics.org link located at the bottom of the screen.

You can add/remove Sports at any time during the census process.

The screenshot shows the 'Sports Selection' page in the Special Olympics system. The top navigation bar includes 'Albania', 'Submissions', 'Sports' (highlighted), and 'Reports'. A language dropdown is set to 'English', and there are links for 'Admin Tools' and a user profile for 'Reuben'. On the left sidebar, under '2021 CENSUS', there are buttons for 'Dashboard', 'Total - Athletes and Coaches', 'Unified - Athletes, Partners and Coaches', 'Program Info', and 'Data Verification'. The main content area is titled 'Sports Selection' and has a 'Status: Open' indicator. A red arrow points to the 'Open' button. Below the title, a message states: 'Please select the sports to be included and they will automatically be added to your census.' The sports are listed in two columns with checkboxes for 'Total - Athletes and Coaches' and 'Unified - Athletes, Partners and Coaches'. The 'Athletics' category is checked. A 'Notes' section on the right has a 'View all / Add' link.

Click on the **Dashboard** button to return to the Main Census Screen or just click on the text under the dashboard, this will take to that section of the census.

To start entering your Athlete and Coach Numbers, Click on **Total – Athletes and Coaches**.

There are several ways to enter data for the Census:

Manual Entry

Census Reporting Guide – For Programs

Import using an “Approved” excel file

Import from previous year

Manual Entry

Select the Dataset you want to use under Dataset, If you don’t see the Dataset, click on View all datasets (see below).

2021

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Total - Athletes and Coaches Summary

Status: Open

View all datasets >

Dataset: Summary

Import from previous year

Download

Notes

View all / Add

Sport	M01: Total Athletes who Trained AND Competed - Athletes	M02: Total Athletes who Trained BUT did NOT Compete - Athletes	M03: Total Coaches (Certified and Uncertified) - Coaches	M03A: Number of Certified Coaches - Coaches	Total: Athletes	Total: Coaches
Athletics	0	0	0	0	0	0

You will see all datasets, by default a dataset is automatically created with the user name of the person who first open the Census for your Program. NOTE: You cannot edit the dataset “Summary” Once you select a dataset, you will see the Sports in Red text. If you click on a Sport, this allows you to add the participation numbers.

2023

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

New in 2022

Download spreadsheet

Download program info

Total - Athletes and Coaches Summary

Status: Open

View all datasets >

Dataset: Summary


Import from previous year

Download

Notes

View all / Add

Sport	M01: Total Athletes who Trained AND Competed - Athletes	M01A: Total Traditional Competitions By Sport - Other	M02: Total Athletes who Trained BUT did NOT Compete - Athletes	M03: Total Coaches (Certified and Uncertified) - Coaches	M03A: Number of Certified Coaches - Coaches	Total: Athletes	Total: Coaches	Total: Other
Alpine Skiing	0	0	0	0	0	0	0	0
Athletics	0	0	0	0	0	0	0	0
Basketball	0	0	0	0	0	0	0	0
Bocce	0	0	0	0	0	0	0	0
Bowling	0	0	0	0	0	0	0	0
Cheerleading	0	0	0	0	0	0	0	0
Cricket	0	0	0	0	0	0	0	0
Dance	0	0	0	0	0	0	0	0
Equestrian	0	0	0	0	0	0	0	0
Football (Soccer)	0	0	0	0	0	0	0	0
Golf	0	0	0	0	0	0	0	0
Gymnastics, Artistic	0	0	0	0	0	0	0	0

You can use the tab key to move from field to field. To go to the next sport click on , this will take you to the next Sport. You can also select the Sport by using the drop down.

Census Reporting Guide – For Programs

2023

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

New in 2022

Download spreadsheet

Download program info

Total - Athletes and Coaches - Data Entry

Status: **Open**

Alpine Skiing

Summary

Notes
View all / Add

Metric	Age	Male	Female	Other	Total
M01 - Total Athletes who Trained AND Competed - Athletes	8 - 15	0	0	0	0
	16 - 21	0	0	0	0
	22+	0	0	0	0
	Total	0	0	0	0
M01A - Total Traditional Competitions By Sport - Other	Total	0	0	0	0
M02 - Total Athletes who Trained BUT did NOT Compete - Athletes	YA				
	6 - 7	0	0	0	0
	8 - 15	0	0	0	0
	16 - 21	0	0	0	0
	22+	0	0	0	0
	Total	0	0	0	0

Athletics

Remember, you **MUST** enter the Individual Total for each column. The Individual Total for that age group is the Unique Number of Athletes. Example Sam is 14, and Participated in Athletics, Basketball and Swimming, he would be counted only once in the Individual Total Row for that column.

If more than one person is going to complete your Census, or you will add your Census information by Region or Area of your program, you **MUST** create a separate dataset for each person or region/area.

If you want to add an additional Dataset or import a dataset, click on [View all datasets](#) . Using the dropdown select either Manual or Excel. The Manual allows you to add another dataset as described above. Excel allows you to import the data using an excel spreadsheet. Note, the spreadsheet must formatted for the census's current year or created by GMS and must contain both the Total Tab and Unified tab. Old or improperly formatted spreadsheet will not import.

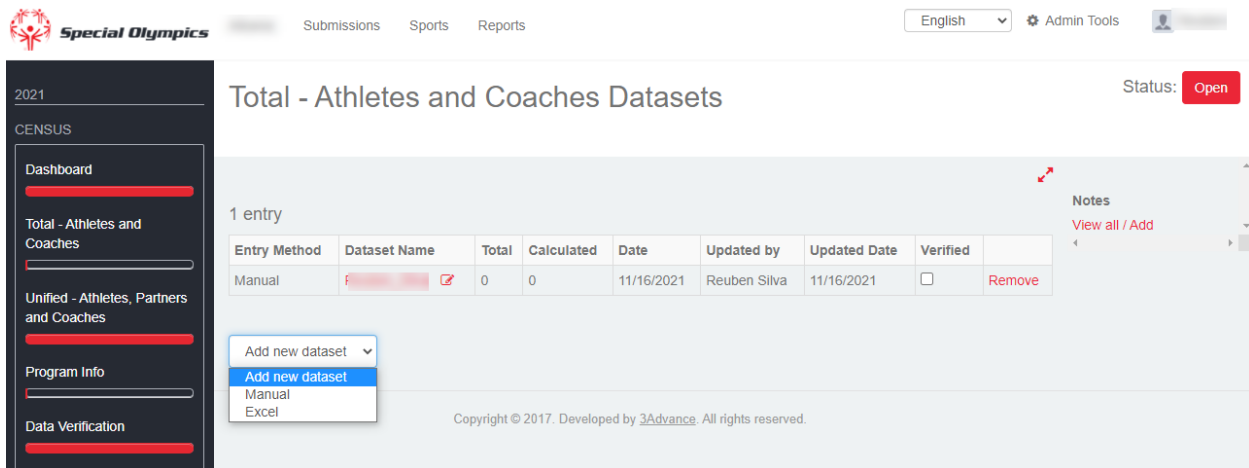
NOTE: If you have any general comments about you Census, you can add the by clicking Add under Notes.

Download Census

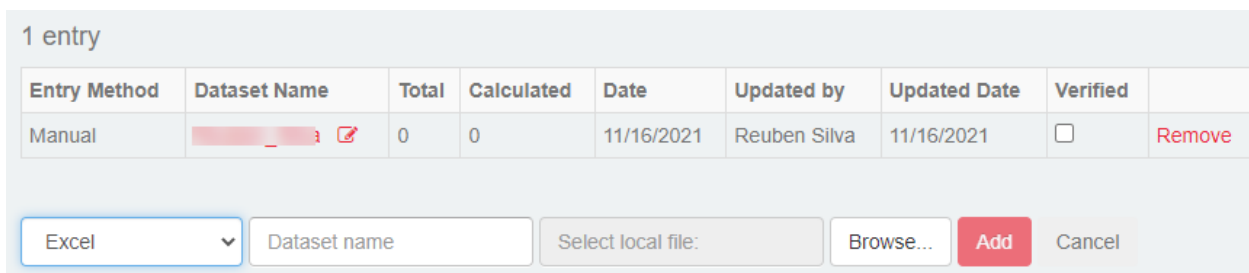
Download Summary


Notes
View all / Add

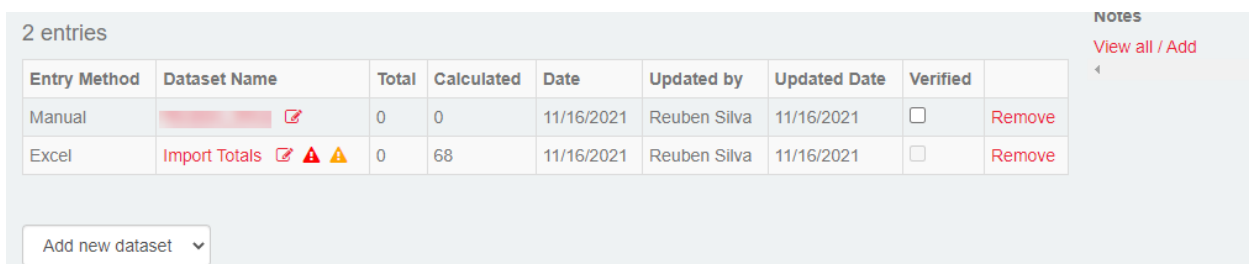
Census Reporting Guide – For Programs


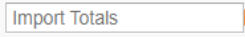



If you select the Excel option, you need to give the dataset a name, then use the Browse button to locate the excel file. Once the file is loaded, click on the add button.



Once you've added the dataset, it will appear with the list of datasets. Notice, the Imported dataset is indicating a critical error, . You can edit the dataset on the website now. You don't need to reimport it.



If you need to rename a dataset, click on the  this will open the window  to allow you to rename the dataset. When finished, click the save button .

You can Click on the **Save** button anytime throughout the data entry process. Once you leave the screen the data entered will be saved.

NOTE: If using a GMS created spreadsheet, you may need to edit the Sports names to match the Sports listed in the Census.

Census Reporting Guide – For Programs

Import from previous year

This method could be an easy way to populate your census if the numbers are similar to the previous year's census. Just click on the Import from previous year.

The screenshot shows the Special Olympics website interface. The left sidebar contains navigation links: Dashboard, Total - Athletes and Coaches, Unified - Athletes, Partners and Coaches, and Program Info. The main content area is titled 'Total - Athletes and Coaches Summary' with a status of 'Open'. Below the title, there's a 'Dataset:' dropdown set to 'Summary' and two buttons: 'Import from previous year' (highlighted with a red arrow) and 'Download'. A table displays data for 'Athletics' with columns for M01, M02, M03, M03A, Total Athletes, and Total Coaches. All values are 0.

Sport	M01: Total Athletes who Trained AND Competed - Athletes	M02: Total Athletes who Trained BUT did NOT Compete - Athletes	M03: Total Coaches (Certified and Uncertified) - Coaches	M03A: Number of Certified Coaches - Coaches	Total: Athletes	Total: Coaches
Athletics	0	0	0	0	0	0

You will receive a message reminding you to adjust the values for the current census.

The message box states: 'app-census-dev.azurewebsites.net says Please adjust values for the current census year before validating.' with an 'OK' button.

The previous year's Census will be displayed, it's recommended that you view the previous year's census using the expanded view option, by clicking on . You can edit any of the Sport or Individual Total by clicking on the Sport name or Individual Total that appears in Red.

The screenshot shows the Special Olympics website interface with the 'Dataset:' dropdown set to 'Previous Census Import'. The table displays data for various sports. The 'Individual Total' row is highlighted in red. The 'Add/Remove Sports' link is visible at the bottom.

Sport	M01: Total Athletes who Trained AND Competed - Athletes	M02: Total Athletes who Trained BUT did NOT Compete - Athletes	M03: Total Coaches (Certified and Uncertified) - Coaches	M03A: Number of Certified Coaches - Coaches	Total: Athletes	Total: Coaches
Athletics	0	1	2	2	1	2
Basketball	19	4	4	4	23	4
Football (Soccer)	22	8	1	1	30	1
Swimming	1	0	1	1	1	1
Table Tennis	0	2	1	1	2	1
Tennis	0	1	1	1	1	1
Individual Total	41	13	8	8	54	8
Total Participation	42	16	10	10	58	10

Census Reporting Guide – For Programs

The expanded view will look like this:

Submissions

Sports

Reports

Language

Admin Tools

Total - Athletes and Coaches Summary

View all datasets

Status

Open

Dataset:


	M01 : Total Athletes who Trained AND Competed										M01A : Total Traditional Competitions By Sport										M02 : Total Athletes who Trained BUT did NOT Complete										M03 : Total Coaches (Certified and Uncertified)				M03A : Number of Certified Coaches			
	Athletes										Other	Athletes										Coaches										Coaches						
	Male			Female			Other Gender			All		Male			Female			Other Gender			Total	Male			Female			Other Gender			Total							
Sport	8-15	16-21	22+	Total	8-15	16-21	22+	Total	8-15	16-21	22+	Total	YA	6-7	8-15	16-21	22+	Total	YA	6-7	8-15	16-21	22+	Total	YA	6-7	8-15	16-21	22+	Total	Total	Total	Total	Total	Total	Total	Total	
Alpine Skiing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Athletics	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Basketball	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Bocce	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Bowling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Cheerleading	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Cricket	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Dance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Equestrian	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Football (Soccer)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Golf	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Gymnastics, Artistic	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Netball	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Power Lifting	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Sailing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Snowboarding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Softball	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Swimming	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Table Tennis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Tennis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Young Athletes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Individual Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Total Participation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			


Notes

View all / Add

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



Once you are finished with the Total – Athletes and Coaches sections it is recommended that you remove all datasets that will not be used. Just click on Remove, you will receive a message to confirm. **Note: this cannot be undone.**

You can also Verify all datasets that you want to use. You cannot verify a dataset with a RED triangle  appearing, you must resolve the issue causing the error. Yellow triangles are ok.

 Albania Submissions Sports Reports English Admin Tools Reuben

Total - Athletes and Coaches Datasets Status: Open

3 entries

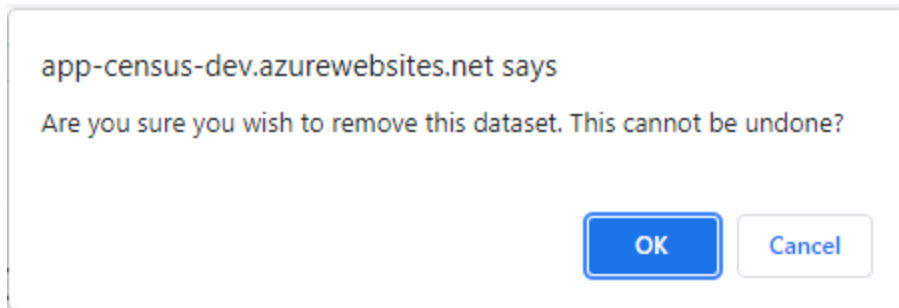
Entry Method	Dataset Name	Total	Calculated	Date	Updated by	Updated Date	Verified	
Manual	Reuben_Silva 	0	0	11/16/2021	Reuben Silva	11/16/2021	<input checked="" type="checkbox"/>	Remove
Excel	Import Totals  	0	68	11/16/2021	Reuben Silva	11/16/2021	<input type="checkbox"/>	Remove
Manual	Previous Census Import  	16	58	11/16/2021	Reuben Silva	11/16/2021	<input type="checkbox"/>	Remove

[Add new dataset](#)

Notes [View all / Add](#)

Click OK to remove the dataset.

Census Reporting Guide – For Programs



To enter you Unified data, click on the **Unified – Athletes, Partners and Coaches**.

The Options for datasets are the same as above for Total Athletes and Coaches.

NOTE: For both Athletes and Coaches, those numbers must be included in M01/M02 for Athletes and M03/M03A for Coaches.

For Unified you must record the numbers by the Unified Sports Model, M04 – Recreation Model, M05 – Player Development Model and M06 – Competitive Model. M07 – Unified Totals is the unique number of Athletes and Partners across the three Unified Models. Example, if Sam, a Unified Athlete is doing both Player Development(M05) and Competitive(M06) in Basketball, under M07, he is counted only once under Athletes.

2021

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

New in 2021

Download spreadsheet

Download program info

Submissions

Sports

Reports

English

Admin Tools

Unified - Athletes, Partners and Coaches Summary

Status: Open

View all datasets >

Dataset: Summary

Import from previous year

Download


Notes

View all / Add

	M04		M05		M06		M07		M08		M09	Tot	
	Unified Sports Recreation Model - Athletes	Unified Sports Recreation Model - Partners	Unified Player Development Model - Athletes	Unified Player Development Model - Partners	Unified Competitive Model - Athletes	Unified Competitive Model - Partners	Unified Totals Athletes and Partners - Athletes	Unified Totals Athletes and Partners - Partners	Youth Unified Athletes and Partners - Athletes	Youth Unified Athletes and Partners - Partners	Total Unified Coaches - Coaches	Athletes	Partners
Sport													
Athletics	0	0	0	0	0	0	0	0	0	0	0	0	0
Basketball	0	0	0	0	0	0	0	0	0	0	0	0	0
Football (Soccer)	0	0	0	0	0	0	0	0	0	0	0	0	0
Swimming	0	0	0	0	0	0	0	0	0	0	0	0	0
Table Tennis	0	0	0	0	0	0	0	0	0	0	0	0	0
Tennis	0	0	0	0	0	0	0	0	0	0	0	0	0
Individual Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Participation	0	0	0	0	0	0	0	0	0	0	0	0	0

Census Reporting Guide – For Programs

The **Program** information button is where you will enter the general information about your program. You cannot submit your Census until you answer all the questions, you cannot leave a field blank.

If you click on the  symbol you will see the complete metric for that question.

If you click on the symbol you will see examples of the type of information to enter.

Special Olympics

Austria

Submissions

Sports

Reports

English

Admin Tools

Reuben

Status:

Open

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

Program Info

Data Verification

Program Info (all questions must be answered)

Display last census values

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Notes
View all / Add

Metric	Total
1. Total Number of Competitions (traditional and Unified) ? ⓘ	
1a. Number of Unified Competitions ? ⓘ	
2. Total number of Volunteers ? ⓘ	
2a. Number of Youth Volunteers (aged 8-25) ? ⓘ	
3. Number of Athlete Leaders ? ⓘ	
4. Number of Youth Leaders (aged 8-25) ? ⓘ	
5. Total Number of Registered Family Members ? ⓘ	
5a. Number of Family Leaders ? ⓘ	
6. Does your Program have a Full-Time Paid Program Director/CEO? ? ⓘ	Oyes Ono
7. Total Number of Paid Staff (full and part-time) ? ⓘ	
7a. Number of Paid Staff with Intellectual Disabilities ? ⓘ	
8. Number of Unpaid Staff with Intellectual Disabilities ? ⓘ	
9. Total Number of Schools Engaged in Special Olympics ? ⓘ	
9a. Number of Unified Schools ? ⓘ	
9ai. Number of Unified Champion Schools ? ⓘ	
10. Total Number of Local Clubs/Programs ? ⓘ	
10a. Number of Local Clubs/Programs conducting Unified Sports (excluding Unified Schools) ? ⓘ	
11. Total Number of Social Media Followers ? ⓘ	
11a. Facebook ? ⓘ	
11b. Twitter ? ⓘ	
11c. Instagram ? ⓘ	
11d. Other ? ⓘ	
12. Total number of Athletes that participate in any Fitness Activity ? ⓘ	
12a. Number of athletes that participate in a Structured Fitness Activity of 6 weeks or longer ? ⓘ	
13. Total number of Individuals without ID (Unified Partners, Coaches, Family members, etc.) that Participate in any Fitness Activity ? ⓘ	
13a. Number of Individuals without ID (Unified Partners, Coaches, Family members, etc.) that Participate in a Structured Fitness Activity of 6 weeks or longer ? ⓘ	

Save

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You can populate the Program Info date from the last census values

Program Info (all questions must be answered)

Program Info (all questions must be answered) Status: Open

Display last census values

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Notes
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However, these values will not be saved, you must reenter the value or enter a new value. The numbers will appear in gray text until replace, they cannot be saved.

Austria

Submissions

Sports

Reports

English

Admin Tools

Reuben

2021

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions
Program Info

Data Verification

RESOURCES

Census Guidance and Definitions
Program Info

Data Verification

RESOURCES

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Data Verification

RESOURCES

Census Guidance and Definitions
Program Info

Data Verification

Program Info (all questions must be answered)

Status: Open

Display last census values

Download

Notes
View all / Add

Metric	Total
1. Total Number of Competitions (traditional and Unified) ? ⓘ	25
1a. Number of Unified Competitions ? ⓘ	1
2. Total number of Volunteers ? ⓘ	600
2a. Number of Youth Volunteers (aged 8-25) ? ⓘ	432
3. Number of Athlete Leaders ? ⓘ	24
4. Number of Youth Leaders (aged 8-25) ? ⓘ	8
5. Total Number of Registered Family Members ? ⓘ	17
5a. Number of Family Leaders ? ⓘ	3
6. Does your Program have a Full-Time Paid Program Director/CEO? ? ⓘ	Oyes Ono
7. Total Number of Paid Staff (full and part-time) ? ⓘ	12
7a. Number of Paid Staff with Intellectual Disabilities ? ⓘ	1
8. Number of Unpaid Staff with Intellectual Disabilities ? ⓘ	23
9. Total Number of Schools Engaged in Special Olympics ? ⓘ	43
9a. Number of Unified Schools ? ⓘ	23
9ai. Number of Unified Champion Schools ? ⓘ	8
10. Total Number of Local Clubs/Programs ? ⓘ	110
10a. Number of Local Clubs/Programs conducting Unified Sports (excluding Unified Schools) ? ⓘ	77
11. Total Number of Social Media Followers ? ⓘ	37620
11a. Facebook ? ⓘ	33400
11b. Twitter ? ⓘ	1270
11c. Instagram ? ⓘ	2950
11d. Other ? ⓘ	0
12. Total number of Athletes that participate in any Fitness Activity ? ⓘ	0
12a. Number of athletes that participate in a Structured Fitness Activity of 6 weeks or longer ? ⓘ	0
13. Total number of Individuals without ID (Unified Partners, Coaches, Family members, etc.) that Participate in any Fitness Activity ? ⓘ	0
13a. Number of Individuals without ID (Unified Partners, Coaches, Family members, etc.) that Participate in a Structured Fitness Activity of 6 weeks or longer ? ⓘ	0

Save

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Census Reporting Guide – For Programs

When entering data for each metric, if you see a metric that is indented, such as 1a or 2a below. That means that that metric is a subset of the metric directly above it, so that value cannot be greater than the value above it.

Metric	Total
1. Total Number of Competitions (traditional and Unified) ? ⓘ	<input type="text"/>
1a. Number of Unified Competitions ? ⓘ	<input type="text"/>
2. Total number of Volunteers ? ⓘ	<input type="text"/>
2a. Number of Youth Volunteers (aged 8-25) ? ⓘ	<input type="text"/>








If you enter a value that is greater, that cell will turn Red once you leave that cell and a message will appear in red below the metric. You must correct the error before you submit your Census.


Metric	Total
1. Total Number of Competitions (traditional and Unified) ? ⓘ	<input type="text" value="10"/>
1a. Number of Unified Competitions ? ⓘ Please make sure value is not greater than the total metric.	<input type="text" value="11"/>


Check to see if any error is indicated in the datasets, or in M01 thru M9 has the symbol , expand the view to see the details of the errors. You can place your mouse on the  to see the problem. A Yellow , is only an Alert, telling you that you have some Individual Totals that are equal. This error will allow you to submit your Census.

You may need to click on the **Total**, **Unified** or **Traditional** buttons

2 entries

Entry Method	Dataset Name	Total	Calculated	Date	Updated by	Updated Date	Verified	
Excel	My Import  	2	44	11/09/2021		11/09/2021	<input checked="" type="checkbox"/>	Remove
Excel	Import   	2	46	11/19/2021		11/19/2021	<input type="checkbox"/>	Remove

You will need to switch to the extended view to see exactly where the error is. To view the extend view, click on the double arrows  located just above the Download Button.



[Submissions](#)
[Sports](#)
[Reports](#)

English ▼

2021

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

New in 2021

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Total - Athletes and Coaches Summary

View all datasets ▲ ▶

Dataset: My Import ▼
Import from previous year
Download

This dataset has errors. Please expand view to view details.

Sport	M01: Total Athletes who Trained AND Competed - Athletes 🚩 🚩	M02: Total Athletes who Trained BUT did NOT Compete - Athletes 🚩 🚩	M03: Total Coaches (Certified and Uncertified) - Coaches 🚩	M03A: Number of Certified Coaches - Coaches 🚩 🚩	Total: Athletes	Total: Coaches
Alpine Skiing	13	0	2	4 🚩	13	2
Athletics	13	0	2	2	13	2
Badminton	11	0	2	2	11	2
Basketball	17	0	2	2	17	2
Bocce	14	1	2	2	15	2
Football (Soccer)	12	0	2	2	12	2
Judo	5	0	1	1	5	1
Swimming	23	0	3	3	23	3
Individual Total	64 🚩 🚩	1 🚩	11	13 🚩	65	11
Total Participation	108	1	16	18	109	16

[illegible]

Page 14 of 18

Census Reporting Guide – For Programs

2021

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

New in 2021

Download spreadsheet

Download program info

Unified - Athletes, Partners and Coaches Summary

View all datasets

Dataset: Summary

Import from previous year

Download

Notes

View a

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11/09/2

Numbe

View

Sport	M04		M05		M06		M07		M08		M09	Total		
	Unified Sports Recreation Model - Athletes	Unified Sports Recreation Model - Partners	Unified Player Development Model - Athletes	Unified Player Development Model - Partners	Unified Competitive Model - Athletes	Unified Competitive Model - Partners	Unified Totals Athletes and Partners - Athletes	Unified Totals Athletes and Partners - Partners	Youth Unified Athletes and Partners - Athletes	Youth Unified Athletes and Partners - Partners	Total Unified Coaches	Athletes	Partners	Coaches
Football (Soccer)	13	10	0	0	0	0	13	10	0	0	6	13	10	6
Individual Total	13	10	0	0	0	0	13	10	0	0	2	13	10	2
Total Participation	13	10	0	0	0	0	13	10	0	0	6	13	10	6

Add/Remove Sports

Greater Than Total Participation

⚠ Individual Total is “Greater than Total Participation” – The Total should be less than the Total Participation in most cases. The only exception is if an Athlete only participates in one Sport per year.

Equals Total Participation

⚠ Individual Total is “Equal to the Total Participation” – see above.

Less Than Max Participation

⚠ The Total is “Less than maximum Participation” – The Total should be equal to or Greater than any one individual Sport total.

M03A is greater than M03

⚠ The Number of Certified Coaches (M03A) is greater than the Total Coaches (M03), by Sport or Individual Total

M09 is greater than M03

⚠ The number of Unified Coaches (M09) is greater than Total Coaches (M03).

M07 is greater than the total of M01 and M02

⚠ The Number Unified Athletes (M07) is greater than the Total number of athletes in M01/M02.

Once all of the Critical errors ⚠, Red warnings and you’ve answered all 26 Program Information questions, you can now submit you census.

NOTE: Once you’ve submitted you census, you cannot make any changes unless you request your Census to be Reopened. If you need your Census reopened, just contact:

Censushelp@specialolympics.org

Census Reporting Guide – For Programs

To Submit you Census, click on the Open Button next to Status.

Special Olympics

Submissions Sports Reports

English Admin Tools

2021

CENSUS

Dashboard

Total - Athletes and Coaches

Unified - Athletes, Partners and Coaches

Program Info

Data Verification

RESOURCES

Census Guidance and Definitions

New in 2021

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Download program info

Census Summary

Status: **Open**

[Download Census](#) [Download Summary](#)

Notes

[View all / Add](#)

Low Numbers

11/09/2021 - Reuben Silva


Numbers were low due to COVID

[View](#)

Program info total 26 of 26 questions answered

Metric	Athletes	Partners	Coaches	Total
M01 - Total Athletes who Trained AND Competed (Total - Athletes and Coaches)	64	0	0	64
M02 - Total Athletes who Trained BUT did NOT Compete (Total - Athletes and Coaches)	0	0	0	0
M03 - Total Coaches (Certified and Uncertified) (Total - Athletes and Coaches)	0	0	11	11
M03A - Number of Certified Coaches (Total - Athletes and Coaches)	0	0	13	13
M04 - Unified Sports Recreation Model (Unified - Athletes, Partners and Coaches)	13	10	0	23
M05 - Unified Player Development Model (Unified - Athletes, Partners and Coaches)	0	0	0	0
M06 - Unified Competitive Model (Unified - Athletes, Partners and Coaches)	0	0	0	0
M07 - Unified Totals Athletes and Partners (Unified - Athletes, Partners and Coaches)	13	10	0	23
M08 - Youth Unified Athletes and Partners (Unified - Athletes, Partners and Coaches)	0	0	0	0
M09 - Total Unified Coaches (Unified - Athletes, Partners and Coaches)	0	0	2	2

Info Item	Total
Total Number of Athletes	64
Total Number of Unified Partners	10
Total Number of Athletes and Partners	74





If you have NOT, cleared the Critical errors (red ) , for the datasets you want to use, you cannot submit your Census.

Confirmation

Program Info

26 of 26 questions answered


Datasets

Class	Entry Method	Dataset name	Owner	Date	Total	Calculated	Verified
Total - Athletes and Coaches	Excel	My Import  	Reuben Silva	09/11/2021	24	109	<input checked="" type="checkbox"/>
Unified - Athletes, Partners and Coaches	Excel	Import  	Reuben Silva	19/11/2021	2	46	<input type="checkbox"/>

Extension

Census Due Date: 25/08/2022

Extension Date: 22/11/2021

 [Extend](#)

[Review Application](#) [Close](#)

Census Reporting Guide – For Programs


Once you have the critical errors fixed, insure you verify all the datasets you want included in your Census. The Yellow Triangles are ok.

Confirmation

Program Info
26 of 26 questions answered

Datasets

Class	Entry Method	Dataset name	Owner	Date	Total	Calculated	Verified
Total - Athletes and Coaches	Excel	My Import ⚠	Reuben Silva	09/11/2021	21	109	<input checked="" type="checkbox"/>
Unified - Athletes, Partners and Coaches	Excel	Import ⚠	Reuben Silva	19/11/2021	2	44	<input type="checkbox"/>

Extension
Census Due Date: 25/08/2022
Extension Date: 22/11/2021
  **Extend**

Review Application **Close**


Click on Review Application, this will take you through the Data Verification process one more time you can compare the Census you are about to submit to last years census. If there are large increase or drops in numbers, please us the add comments to explain why.

Confirmation

Program Info
26 of 26 questions answered

Datasets

Class	Entry Method	Dataset name	Owner	Date	Total	Calculated	Verified
Total - Athletes and Coaches	Excel	My Import ⚠	Reuben Silva	09/11/2021	21	109	<input checked="" type="checkbox"/>
Unified - Athletes, Partners and Coaches	Excel	Import ⚠	Reuben Silva	19/11/2021	2	44	<input checked="" type="checkbox"/>

Extension
Census Due Date: 25/08/2022
Extension Date: 22/11/2021
  **Extend**

Review Application **Close**

Census Reporting Guide – For Programs

Now Click on the Submit Button

Please review before submitting application.

Grouped By Metric
Program Info
Grouped By Sport

			Year				
Metric		AVG	2020	2021	Variance	Percent	Comments
M01 - Total Athletes who Trained AND Competed ? ⓘ	Athletes	58	57	59	2	3.51%	0 comments
M02 - Total Athletes who Trained BUT did NOT Compete ? ⓘ	Athletes	0	1	1	0	0.00	0 comments
M03 - Total Coaches (Certified and Uncertified) ? ⓘ	Coaches	12	11	11	0	0.00	0 comments
M03A - Number of Certified Coaches ? ⓘ	Coaches	10	11	10	-1	-9.09%	0 comments
M04 - Unified Sports Recreation Model ? ⓘ	Athletes	14	13	12	-1	-7.69%	1 comments
M04 - Unified Sports Recreation Model ? ⓘ	Partners	20	10	10	0	0.00	0 comments

Submit
Close

Now click on Close. Note: The Accept Button is for Regional Staff use.

Please review before submitting application.

Grouped By Metric
Program Info
Grouped By Sport

			Year				
Metric		AVG	2020	2021	Variance	Percent	Comments
M01 - Total Athletes who Trained AND Competed ? ⓘ	Athletes	58	57	59	2	3.51%	0 comments
M02 - Total Athletes who Trained BUT did NOT Compete ? ⓘ	Athletes	0	1	1	0	0.00	0 comments
M03 - Total Coaches (Certified and Uncertified) ? ⓘ	Coaches	12	11	11	0	0.00	0 comments
M03A - Number of Certified Coaches ? ⓘ	Coaches	10	11	10	-1	-9.09%	0 comments
M04 - Unified Sports Recreation Model ? ⓘ	Athletes	14	13	12	-1	-7.69%	1 comments
M04 - Unified Sports Recreation Model ? ⓘ	Partners	20	10	10	0	0.00	0 comments

Accept
Reopen
Approve
Close