Overview of the GaCounts Data Management System

GaCounts (Georgia Counts) is a web based database for the purpose of logging your daily educational efforts. All extension faculty and staff have an account in the GaCounts database. Most people log their efforts on a daily or weekly basis, but data can be entered at any time. We encourage everyone to set aside fifteen to thirty minutes per week to log data into GaCounts. You must, however, enter data by the 10th of the month for the previous month!

What are we collecting?

GaCounts collects educational contacts and certain demographic information related to those contacts. You will report educational program, presentations, exhibits, media releases, and one-on-one client consultations in the field and office.

You will report these activities into activity records. More than one activity can sometimes be combined into a single record. For example, you may combine all of your farm visits or 4-H club meetings into one monthly summary record. Other activities such as a farmer production meeting or a nutrition program for seniors may be reported on individual records.

How is this data used?

GaCounts data is used to create many state and federal reports required for our funding. It is also useful at the county level to document the efforts of a county office. Some agents use the database to research existing efforts in which they can collaborate with other agents. GaCounts is also a great place to store data you will later need to do your Faculty Activity Report.

How is the data organized?

All activity records are categorized many ways. This is very helpful in retrieving data in a useful format. Some of the ways we catalogue the data include:

- Program area (4-H, FACS, ANR)
- Delivery Method (presentation, exhibit, media, etc)
- Curriculum Matrix (topics and keywords)
- State Plan of Work (Base programs and Issue Programs)
- Date, location, faculty involved, etc.

How do I get started in GaCounts?

To access the GaCounts website click here. BOOKMARK IT. http://www.caes.uga.edu/Applications/GACOUNTS3/

Enter your user name and password on the main page. If you do not know your password or have trouble logging onto the system, click the “Forget your password?” link on the main page. If you need to create an account, click “Request an account” on the main page.

After you have logged into the system, check out the help menu. You should find lots of support here. However, if you still have questions you may send a request for help to gacounts@uga.edu or contact your district office.