



Promise Hub & Childlog

A Guide to Get You Started



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Promise Hub & Childlog: A Guide to Get You Started

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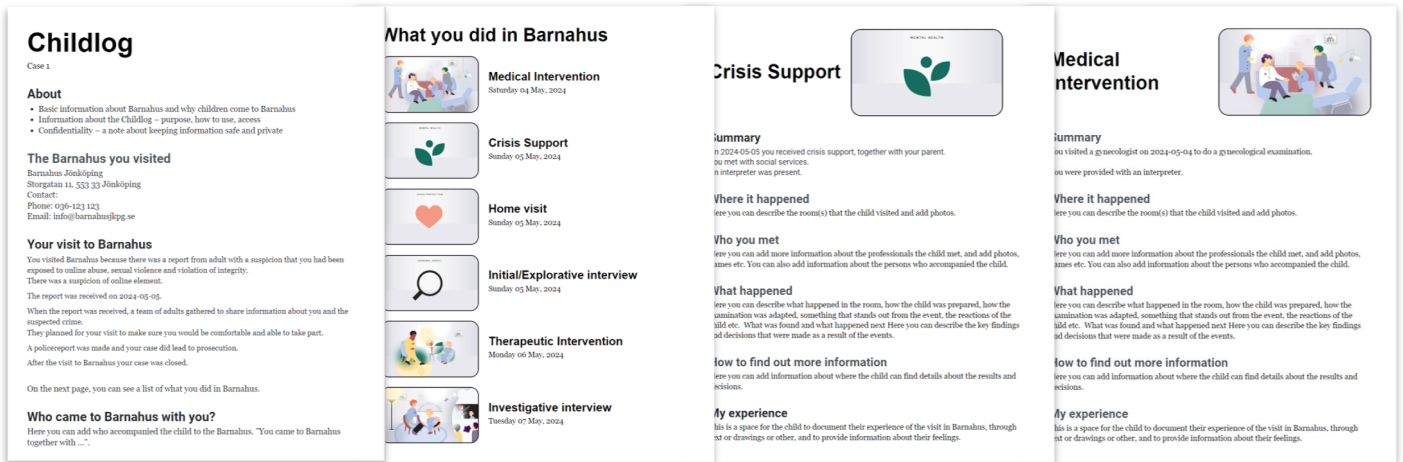
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Promise Hub & Childlog

- A guide to get you started



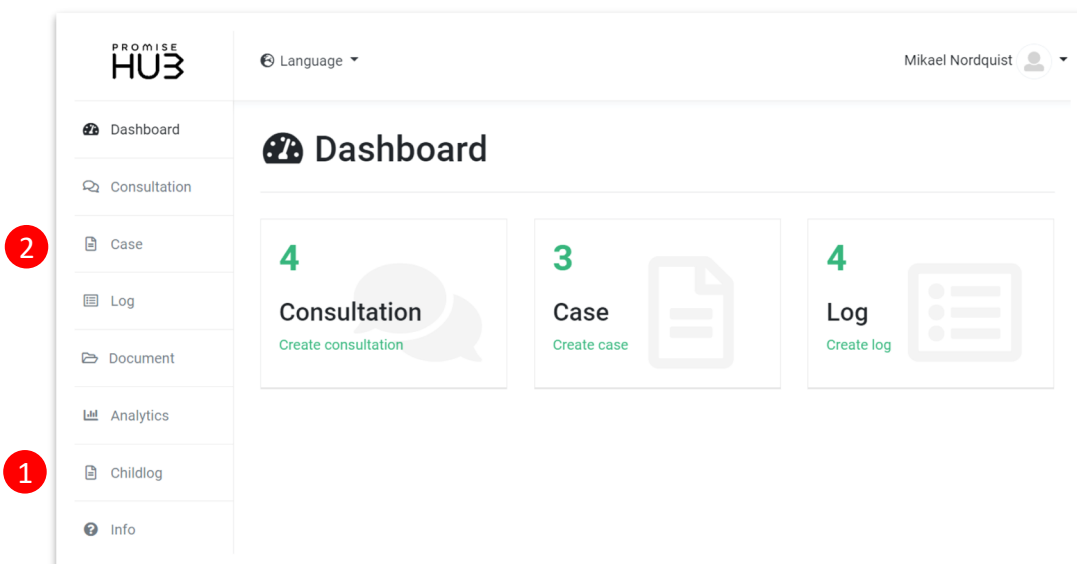
Sample pages from a printed Childlog.

Description of the manual

Childlog is created from within Promise Hub and this manual focuses on the two parts of Promise Hub that will be relevant for you to work with.

1. Childlog, which is a simplified print version of the child's journey through Barnahus, adapted in a way that the child can absorb.
2. Case, which is the foundation of Promise Hub. Here you enter all the important dates and events that took place during the child's journey through Barnahus. Each case will then be the source of information that is read into the Child Log.

Examples of cases will be set up to be able to get started and create your own Childlogs, but feel free to create your own cases to test the functionality.



Childlog

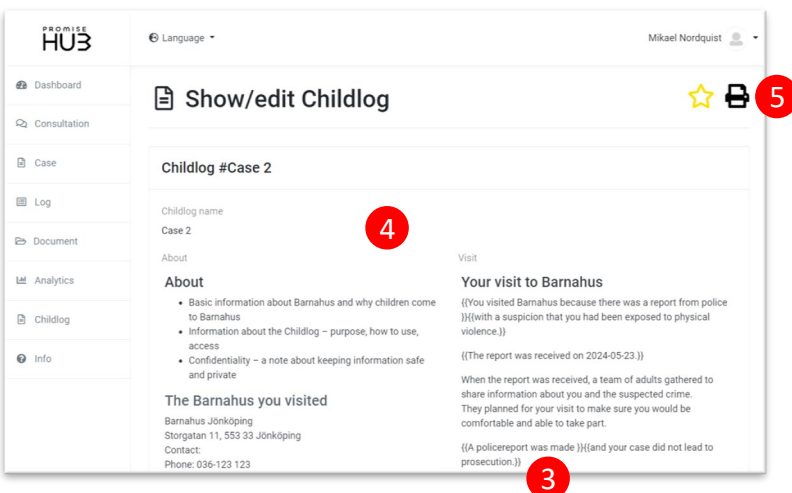
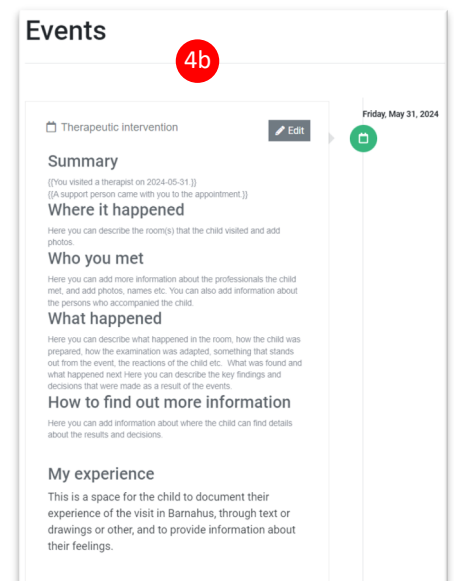
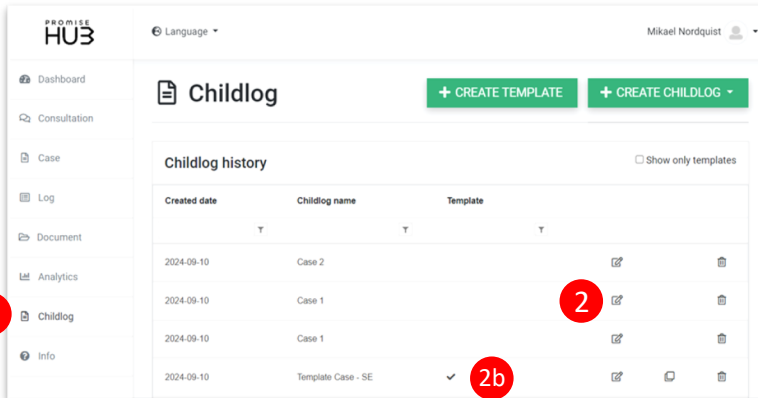
A Childlog is a printed version that is given to the child and should be a simple description of the child's journey through Barnahus.

A Childlog can be created in three different ways.

1. Childlog without a template.
Assumes that one wants to enter all information from a blank sheet.
2. Childlog based on a template.
Based on a standardized template where recurring information is already entered and events are already created.
3. Childlog based on a template linked to Case.
Based on a standardized template that retrieves information from the case in Promise Hub.

Open a Childlog and see the print version

1. Start by going to the page that lists all Childlogs.
2. Open an existing Childlog that does not have a check mark indicating that it is a template (2b).
3. Information written in a tag, e.g. {{A policereport was made}} is information retrieved from a case. Text that is not inside {{ }} is text that is either written in the template or has been entered afterwards.
4. The Childlog consists of a case header that summarizes what the child has experienced at Barnahus. That information will appear on the first page of the Childlog. Below the case heading are the events that the child was involved in during the time at Barnahus (4b).
5. Tap the printer in the top right to see what the print version of the Childlog will look like.

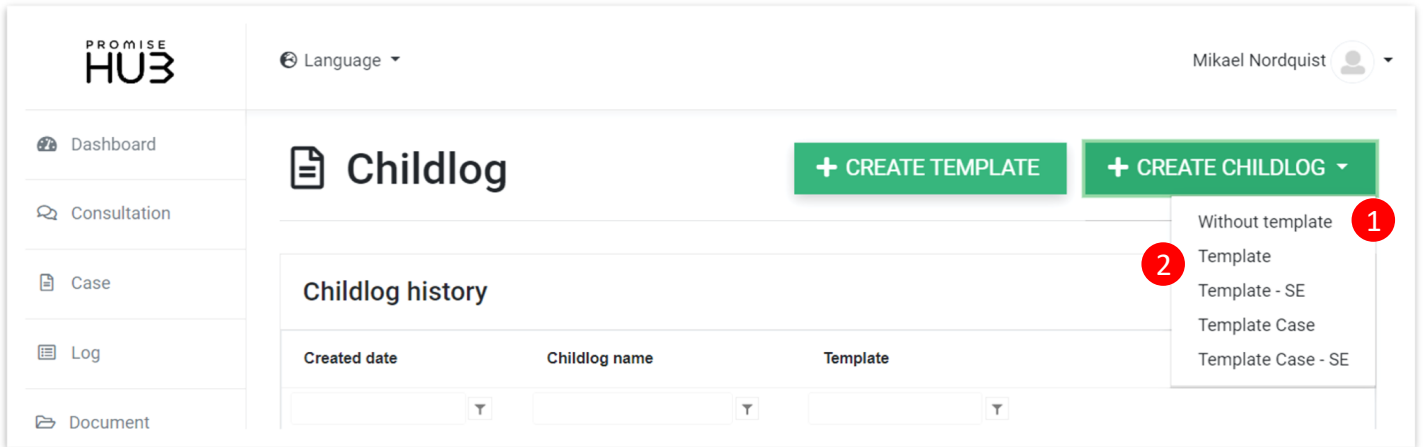


1. Create a Childlog without template

Click on Create Childlog, select "Without template".

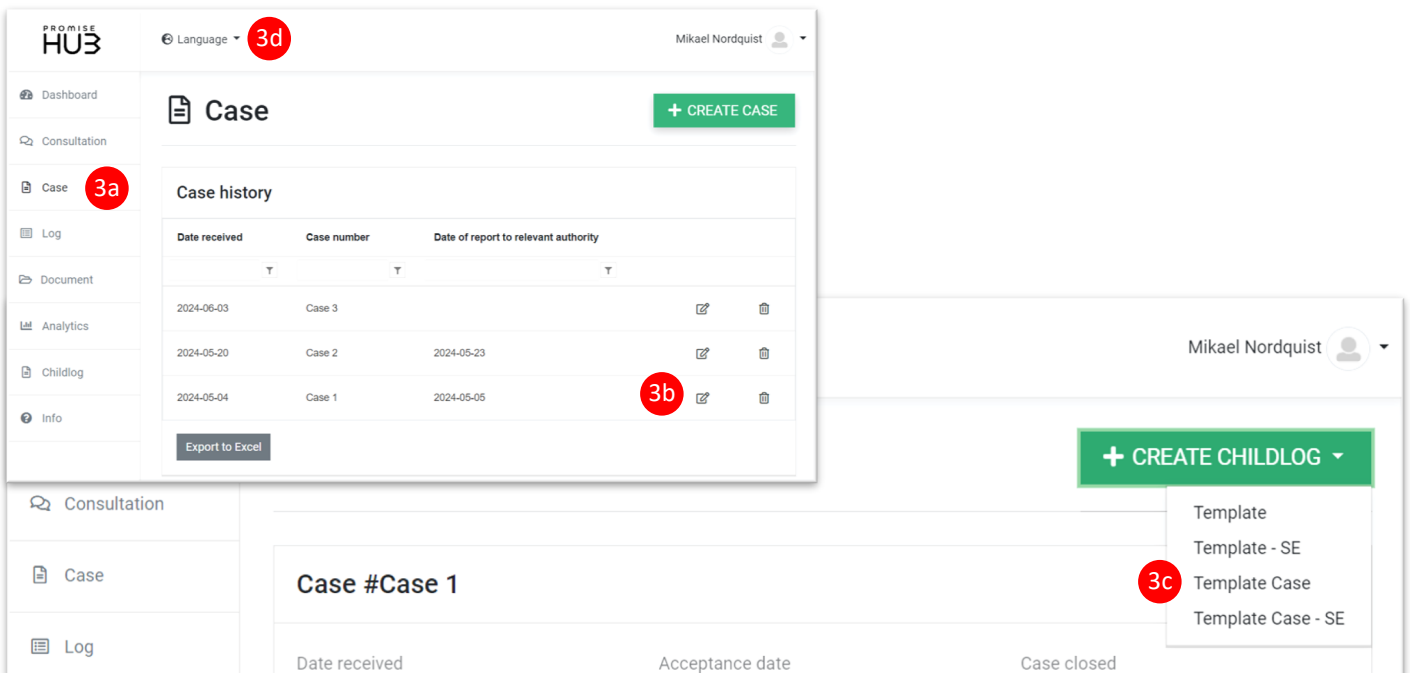
2. Create a Childlog based on a template

Click on Create Childlog, select "Template". If you want to use a Swedish version, click on Template - SE.



3. Create a Childlog based on template linked to Case

Start by navigating (3a) to the case you want to make a Childlog of and open it (3b). Click Create Childlog and select Template Case. (Template Case - SE is a version in Swedish, but requires that you have Swedish set as the language in Promise Hub (3d), otherwise the collected data from Case will be written in English)



Edit a Childlog

Once a Childlog has been created and opened, you have the option to click on Edit Childlog. In the edit mode of the case header, there are three fields that can be edited: (1) "Childlog name", "About" and "Visit".

These headers are not printed, but are only a guide to know which information belongs in each field.

Click save Childlog to save changes made (2).

1 Childlog name
1 About
3 Your visit to Barnahus
7
2 Who came to Barnahus with you?

Variable data

Information to be retrieved from the case in Promise Hub is in editing mode printed as e.g. `{{initiated by}}`. The name in the tag is the same as the field from which the information is to be retrieved from inside the case.

A click on e.g. `{{initiated by}}` (3) opens a pop-up box that explains what information should be loaded.

In the field "Choose values" (4) you choose the options you want to use if selected in the case. The options that are not choosed will not generate a text if they are included in the case.

"Replacement text" (5) is the text that will be printed if any of the ticked options are selected in the case. The tag `[value]` prints the value itself from the case. E.g. if the School option were included in the case, the text would print as follows:
"You visited Barnahus because there was a report from school."

To enter `[value]` you need to press the "Add value" button, it does not work to enter it by hand.

"Explanation" (6) shows what will be printed according to the choices made.

Confirm by pressing "Add".

4 Choose values
5 Replacement text
6 Explanation

Different texts from the same field?

There will be contexts when you want to print different texts depending on which options are selected in the field. An example:

The field "Has led to prosecution" contains the options: "No", "Not ready", "Not relevant" and "Yes".

- If "No" is ticked, you want to print: Your case did not lead to prosecution.

- If "Yes" is ticked, you want to print: Your case did lead to prosecution.

Other options are not relevant.

In these cases, you have to create two tags: `{{has_led_to_prosecution}}`

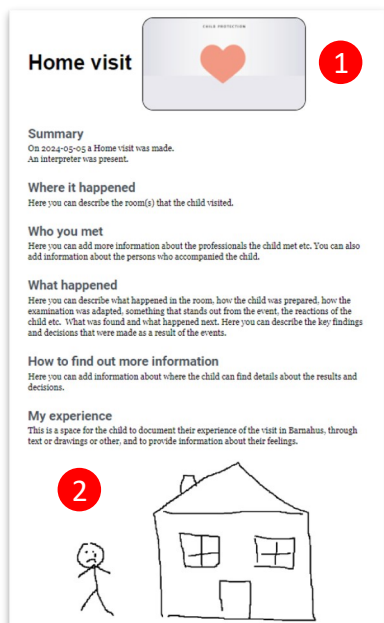
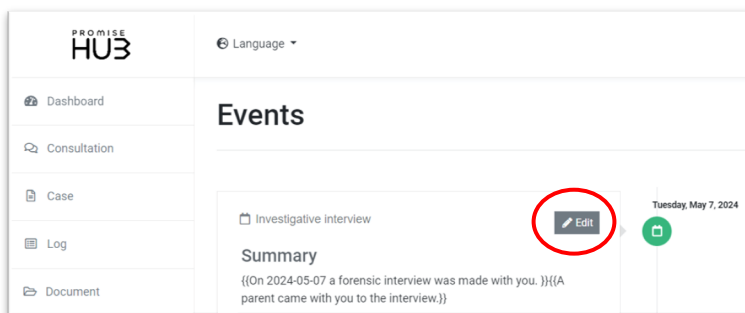
`{{has_led_to_prosecution}}` (7) One of them with the option "No" ticked and one of them with the option "Yes".

Only the option selected in the case will be printed.

Events

By clicking "edit" on an event it opens and gives you the opportunity to make changes. There you can either edit text or click on {{tags}} to see what information will be loaded.

When you create a Childlog from a case, the events in the template will only be imported if that event is included in the case.



Attach images

There are two types of images to be imported to the Childlog.

1. Event image.
A theme image for an event. For example, a picture of the room the child visited. Can be put into a template if it is always the same room.
2. Child drawing.
A space for the child to document their experience and provide information about their feelings.

To attach image, open a Childlog, click "Edit" on an event and find the field "Attach images".

Customize your own template

As previously mentioned, there are two different types of templates.

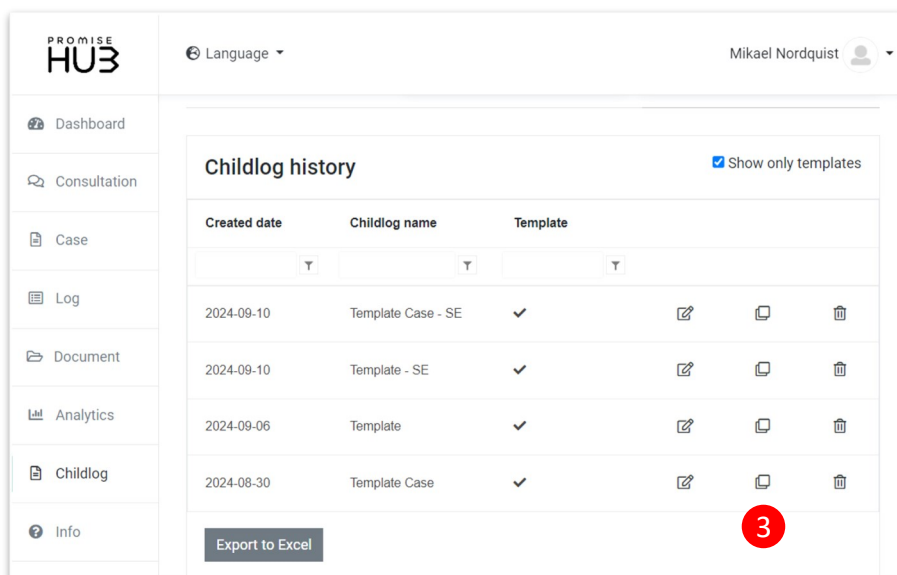
Either with or without connection to a case.

Click the icon (3) to copy a template. A copy is opened and you get the opportunity to make the necessary adjustments in the case header. Press "Create template" to create the copy.

When that is done, you can click on the various events to make any changes there.

If you want to enter information to be retrieved from a case, click on "variable data".

There you can choose which field you want to retrieve information from, as well as which text is to be read in.



Case

Case is the very foundation of Promise Hub. Here you enter the events that took place during the child's journey through Barnahus.

In Case history you will find the cases that have been created in the hub. These are sorted according to the dates they were reported in.

Each case has a case number. These numbers are freely named and do not have automatic numbering. The case number then automatically becomes the name of the Childlog that will be taken out, but can be changed afterwards.

1. Create a Case

By clicking on "Create case" a new case is created. Here you have the opportunity to fill in all the information that belongs to a case, as well as create the events related to the case.

2. Open an existing Case

A click on the pen opens up an existing case and gives the opportunity to see what the created case looks like.

In this mode, you also have the option to make changes.

3. Delete Case

A click on the trash can offers the option to delete a case.

The screenshot displays the 'Case' management interface in Promise Hub. On the left is a sidebar menu with options: Dashboard, Consultation, Case (highlighted with a red box), Log, Document, Analytics, Childlog, and Info. The main content area is titled 'Case' and features a '+ CREATE CASE' button (marked with a red circle 1). Below this is a 'Case history' table with columns for 'Date received', 'Case number', and 'Date of report to relevant authority'. The table contains three rows of data. Each row has an edit icon (marked with a red circle 2) and a delete icon (marked with a red circle 3). An 'Export to Excel' button is located at the bottom of the table. The top right of the interface shows the user's name 'Mikael Nordquist' and a language dropdown menu.

Date received	Case number	Date of report to relevant authority		
2024-06-03	Case 3			
2024-05-20	Case 2	2024-05-23		
2024-05-04	Case 1	2024-05-05		

JOURNEYS: SAFE AND INFORMED JOURNEYS THROUGH BARNAHUS

Worldwide children are exposed to a number of crimes. As much as half of all children globally experience violence each year. The Barnahus model offers a multidisciplinary and integrated approach for authorities and services to respond to child victims. There is a need, however, to strengthen individual advocacy to ensure safeguarding of the child's rights and its' access to child-friendly information and participation in the process.

The overall objective of the JOURNEYS project is to contribute to improving access to child-friendly justice, protection and recovery for child victims and their families through the provision of a safe, informed and participatory pathway through Barnahus from initial report to long-term recovery, with a focus on advocacy for the individual child.



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