REDCap Intermediate Training FAQs

Q: If you add a new data field to a project in production, would that be an automatic change?  
A: Yes, a new field would be an automatic update.

Q: For a longitudinal project, can you make it so the follow up visit surveys are send automatically to participants?  
A: Yes, you can use alerts or scheduled invitations to notify participants of follow-ups.

Q: We are using REDCap for COE, what are these custom data collection projects for?  
A: We have users who use our REDCap instances for variable types of data collection – clinical trials, QI/QA, FDA 21 CFR Part 11 compliant studies, and operational support. Custom projects allow users to have maximum flexibility in how their data is collected.

Q: If you specify date and time, can you have multiple labs on the same day?  
A: Yes, you can have as many labs as you want on a given day.

Q: What if you have 2 or more collections in one day?  
A: Generally, each timepoint would be a separate event.

Q: Is there anyway to spell check the med names as they go into the database?  
A: While REDCap does do a general spellcheck, it is unfortunately of little to no help when spelling medication names.

Q: Say we enter medications under the baseline, how do we get it to copy over to the next event (example: visit 1)?  
A: You would need to add logic to the Action Tags field to check the event name and set the value of the field equal to the value of the baseline value. Something similar to: if([event-name]!=’baseline\_arm\_1’, @SETVALUE=’[baseline\_arm\_1][variable\_name]’,’’)

Q: When exporting repeatable events, how does that come out? Like, in the Excel form when exported, how do the forms or questions that are repeatable show up in the exported data set?  
A: For repeatable forms, in your reporting, there will be an instance number field that will tell you which instance of the repeating form you are looking at for the event in which is was entered.

Q: Would you please show/explain if and how one can import lab or similar data from Excel file/external source into REDCap project?  
A: Inside your REDCap project, if you have data import/export permissions, you should see a Data Import Tool option on the left sidebar. In step one, there is a link to download your Data Import Template. As long as your Excel file is set up to match the template, you should be able to use this tool to import that data.

Q: If a date/time field were to be changed from one format to another (Y/M/D to M/D/Y), would the dates be saved and correctly updated?  
A: No, REDCap does not automatically update existing data when formats are changed.

Q: What is it you need to send multiple surveys to multiple people?  
A: There are multiple options for sending survey invitation. If you are using the public survey link, it will send the recipients to the first survey in the queue, then track their project so they are moving to subsequent surveys as they are completed. You could also use survey invitations specific to each survey, or use alerts to send what you need to each user.

Q: Is there a way to store multiple templates for the same survey invitation (first time, reminder, etc.)?  
A: In most cases, there is a dropdown below the message body where you can select the text from a previous mailing.

Q: I am using a template from another study to rebuild. There are multiple weights (with varying units), there are many drugs with ranges. I would like to add edit check, we also have multiple instruments for seizures, pregnancies, etc. (is dropdown possible to REDCap for this instance?). I would like to build a less convoluted study with edit checks.  
A: This is absolutely possible. We have several studies that display alerts when labs are out of a specific range, and alerts when specific responses are given in specific fields.