
Communauté des Data Managers du GIRCI IDF

Réunion #6

Dominique SCHWOB – Animateur communauté Data-Managers

Le mercredi 14 Janvier (visioconférence)

SOMMAIRE

- 1. Introduction (5 min)**
- 2. REDCap Designer (10 min)**
- 3. Variables (20 min)**
- 4. Retours d'expérience (15 min)**
- 5. Conclusion (10 min)**

1er semestre 2026

- **Toujours 2 sessions par mois**
 - Mercredi 11h et Vendredi 14h
- **Webinaires via TEAMS**
+2 sessions en présentiel (Mars et Mai)
 - Hôpital Fondation Adolphe de Rothschild
 - Autre...
- **Sujets sur REDCap et plus transversal sur le Data Management**

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REDCap Designer

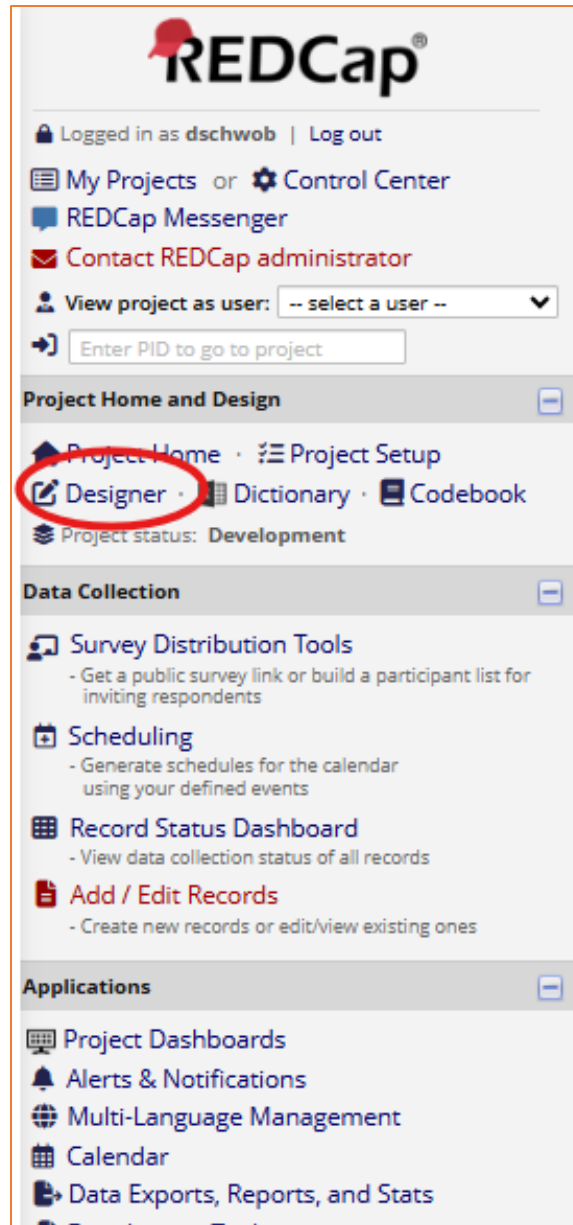
Etapes de création d'un projet (Cf webinar du 12/11)

- **Questions liées au protocole :**
 - Suivi longitudinal ?
 - Répétitions de visites ou formulaires ?
 - Questionnaires participants remplis en ligne ?

- **Premières étapes de création d'un projet :**
 - 👉 Paramétrage des formulaires (Instrument) et de leurs variables
 - 👉 Paramétrage des visites (Event)

REDCap Designer

Module Designer



The screenshot displays the REDCap web application interface. At the top, the REDCap logo is visible. Below it, the user is logged in as 'dschwob' with a 'Log out' link. Navigation options include 'My Projects' or 'Control Center', 'REDCap Messenger', and a link to 'Contact REDCap administrator'. A dropdown menu for 'View project as user:' is set to '-- select a user --', and there is a search box for 'Enter PID to go to project'.

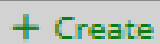
The main navigation area is divided into sections:

- Project Home and Design:** Contains links for 'Project Home', 'Project Setup', 'Designer' (highlighted with a red circle), 'Dictionary', and 'Codebook'. The project status is shown as 'Development'.
- Data Collection:** Includes 'Survey Distribution Tools' (with a sub-description: 'Get a public survey link or build a participant list for inviting respondents'), 'Scheduling' (with a sub-description: 'Generate schedules for the calendar using your defined events'), 'Record Status Dashboard' (with a sub-description: 'View data collection status of all records'), and 'Add / Edit Records' (with a sub-description: 'Create new records or edit/view existing ones').
- Applications:** Lists 'Project Dashboards', 'Alerts & Notifications', 'Multi-Language Management', 'Calendar', and 'Data Exports, Reports, and Stats'.

REDCap Designer

Instrument

Data Collection Instruments



a new instrument from scratch



a new instrument from the official [REDCap Instrument Library](#)



instrument ZIP file from another project/user or [external libraries](#)

REDCap Designer

Instrument Event

Data Collection Instruments
[+ Create](#) a new instrument from scratch

Define your events and designate instruments for them

Create events for re-using data collection instruments and/or set up scheduling.

Go to Define My Events or Designate Instruments for My Events


I'm done!

	Event # <small>[event-number]</small>	Days Offset	Offset Range Min / Max	Event Label <small>[event-label]</small>	Custom Event Label <small>(optional)</small>	Unique event name <small>(auto-generated)</small> <small>[event-name]</small>	Event ID <small>(auto-generated, unchangeable)</small> <small>[event-id]</small>
✎ ✖	1	1	-0/+0	INCLUSION		inclusion_arm_1	361
✎ ✖	2	1	-0/+0	VISITE 1		visite_1_arm_1	266
✎ ✖	3	2	-0/+0	VISITE 2		visite_2_arm_1	317
✎ ✖	4	3	-0/+0	FIN ETUDE		fin_etude_arm_1	347
Add new event	<input type="text"/> Days	- <input type="text"/> + <input type="text"/>		<input style="width: 100%;" type="text"/> <small>Descriptive name for this event</small>	<input style="width: 100%;" type="text"/> <small>Custom Event Label (optional)</small> <small>Example: [visit_date], [weight] kg</small>		

REDCap Designer

Instrument Event Répartition

Event # [event-number]	Days Offset	Offset Range Min / Max	Event Label [event-label]	Custom Event Label [optional]	Unique event name (auto-generated) [event-name]	Event ID (auto-generated, unchangeable) [event-id]
1	1	-0/+0	INCLUSION		inclusion_arm_1	361
2	1	-0/+0	VISITE 1		visite_1_arm_1	266



Define your events and designate instruments for them

Create events for re-using data collection instruments and/or set up scheduling.

In progress

Go to or

Data Collection Instrument	INCLUSION (1)	VISITE 1 (2)	VISITE 2 (3)	FIN ETUDE (4)
Enregistrement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Form 1 (survey)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
tests (survey)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
formulaire_cases_a_cocher (survey)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
imagerie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
imagerie 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

REDCap Designer

Instrument
Event
Répartition

Structure étude

- ❖ Longitudinalité
- ❖ Répétitivité

Data Collection Instruments

Event # <small>[event-number]</small>	Days Offset	Offset Range Min / Max	Event Label <small>[event-label]</small>	Custom Event Label <small>[optional]</small>	Unique event name (auto-generated) <small>[event-name]</small>	Event ID (auto-generated unchangeable) <small>[event-id]</small>
1	1	-0/+0	INCLUSION		inclusion_arm_1	361

Data Collection Instrument	INCLUSION (1)	VISITE 1 (2)	VISITE 2 (3)	FIN ETUDE (4)

Enable optional modules and customizations

Modify Repeating instruments and events ?

Repeating instruments and events

An excellent way to collect repeating data in REDCap is to use repeating instruments and/or repeating events. This is sometimes called one-to-many data collection. Some examples may include but are not limited to the following: data from multiple visits or observations, concomitant medications, adverse events, or repetitive surveys (daily, weekly, etc.).

Below you can specify a data collection instrument or a whole event of instruments to be infinitely repeatable, in which each repeating instrument or event can be repeated a different number of times for each record. You may set any event in the project to be repeatable *or* alternatively set selected instruments to be repeatable within an event. **The 'Repeat Entire Event' option means that all the event's instruments will repeat together and stay connected, whereas the 'Repeat Instruments' option implies that the instruments will repeat separately and independently from each other on that event.** Once an instrument or event is set to repeat, you will see options on the Record Home Page to add another instance of the instrument/event for the currently selected record.

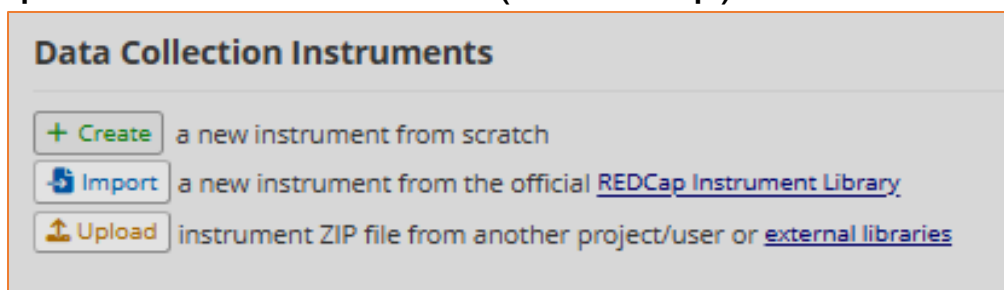
Event Name	Repeat entire event or selected instruments?	Instrument name <small>(select instruments to repeat)</small>	Custom label for repeating instruments (optional) <small>Example: [visit_date], [weight] kg</small>
INCLUSION	-- not repeating --		
VISITE 1	-- not repeating --	<input type="checkbox"/> Enregistrement <input type="checkbox"/> Form 1	<input type="text"/> <input type="text"/>
VISITE 2	-- not repeating --	<input type="checkbox"/> Form 1 <input type="checkbox"/> tests <input type="checkbox"/> formulaire_cases_a_cocher	<input type="text"/> <input type="text"/> <input type="text"/>
<input checked="" type="checkbox"/> FIN ETUDE	Repeat Entire Event (repeat	<input checked="" type="checkbox"/> imagerie <input checked="" type="checkbox"/> imagerie 2	<input type="text"/> <input type="text"/>

Save Cancel


REDCap Designer

Instrument

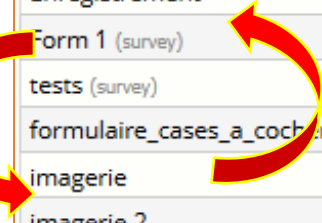
- Créé ou repris d'une autre étude (fichier Zip)



- Positionnement du formulaire par rapport aux autres (lignes du Dashboard)



Instrument name
Enregistrement
+ Add instrument here
Form 1
+ Add instrument here
tests
+ Add instrument here
formulaire_cases_a_cocher
+ Add instrument here



Data Collection Instrument	INCLUSION (1)	VISITE 1 (2)	VISITE 2 (3)
Enregistrement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Form 1 (survey)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
tests (survey)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
formulaire_cases_a_cocher (survey)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
imagerie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
imagerie 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REDCap Designer

Instruments

- Création de champs (variables)

Current instrument: **Enregistrement**

Field Name: record_id

Record ID

Validation type: None

NOTE: The field above is the record ID field and thus cannot be deleted or moved. It can only be edited.

[Add Field](#) [Add Matrix of Fields](#) [Import from Field Bank](#)

Field Name: name

Name

Validation type: None

Penser aux

- Entêtes
- Sections / Paragraphes
- Couleurs

[Add Field](#) [Add Matrix of Fields](#) [Import from Field Bank](#)

IDENTIFICATION PATIENT

[Add Field](#) [Add Matrix of Fields](#) [Import from Field Bank](#)

ANTECEDENTS DE CHIRURGIES OPHTALMOLOGIQUES

Antécédents de chirurgies ophtalmologiques : Oui Non
* must provide value

Antécédents de traitements par LASER (hors chirurgie réfractive) : Oui Non
* must provide value

TRAITEMENTS OPHTALMOLOGIQUES

Traitements intravitréens stéroïdiens :

Traitement intravitréen stéroïdien en cours : Oui OD Oui OG Oui bilatéral Non
* must provide value

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Variables

Types de variables

Field Type: ---- Select a Type of Field ----

---- Select a Type of Field ----

- Text Box (Short Text, Number, Date/Time, ...)
- Notes Box (Paragraph Text)
- Calculated Field
- Multiple Choice - Drop-down List (Single Answer)
- Multiple Choice - Radio Buttons (Single Answer)
- Checkboxes (Multiple Answers)
- Yes - No
- True - False
- Signature (draw signature with mouse or finger)
- File Upload (for users to upload files)
- Slider / Visual Analog Scale
- Descriptive Text (with optional Image/Video/Audio/File Attachment)
- Begin New Section (with optional text)
- Dynamic Query (SQL)

Variables

Types de variables

Text Box

- Pour les champs textes
- Pour les champs numériques
- Pour les champs dates

Multiple Choice

- Choix multiples / Choix uniques
- Listes déroulantes

Calculated Field

Descriptive Text

Variables

- Sélectionner le **Type**
- Définir le **Nom**
- Sélectionner si **Required** ou non
- Sélectionner si **Identifier** ou non

Add New Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) Codebook

Field Label Use the Rich Text Editor ?

Variable Name (utilized in logic, calcs, and exports)
 Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#) [Field Embedding](#)

Validation? (optional) ---- None ----

- or -

-- select ontology service --

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV)

Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Save Cancel

Variables

Particularités selon les types de variables

❖ Text Box

- Préciser si Texte (None), date, ou numérique

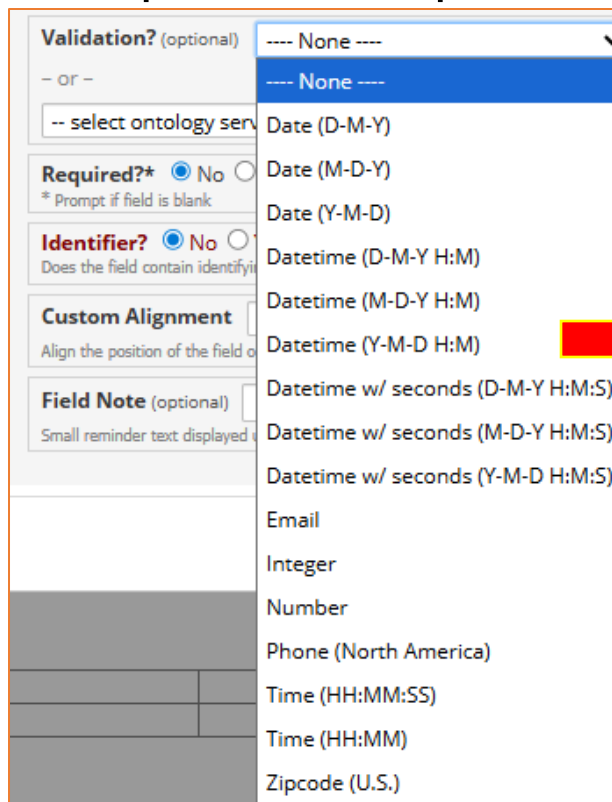
The image shows a configuration dialog for a variable. On the left, there are several sections: 'Validation? (optional)' with a dropdown set to '--- None ---'; a separator '-- or --'; a dropdown '-- select ontology serv...'; 'Required?*' with radio buttons for 'No' (selected) and 'Yes', and a note '* Prompt if field is blank'; 'Identifier?' with radio buttons for 'No' (selected) and 'Yes', and a note 'Does the field contain identify...'; 'Custom Alignment' with a dropdown; and 'Field Note (optional)' with a text input field. On the right, a dropdown menu is open, listing various data types: '--- None ---', 'Date (D-M-Y)', 'Date (M-D-Y)', 'Date (Y-M-D)', 'Datetime (D-M-Y H:M)', 'Datetime (M-D-Y H:M)', 'Datetime (Y-M-D H:M)', 'Datetime w/ seconds (D-M-Y H:M:S)', 'Datetime w/ seconds (M-D-Y H:M:S)', 'Datetime w/ seconds (Y-M-D H:M:S)', 'Email', 'Integer', 'Number', 'Phone (North America)', 'Time (HH:MM:SS)', 'Time (HH:MM)', and 'Zipcode (U.S.)'.

Variables

Particularités selon les types de variables

❖ Text Box

- Si Numérique ou date, possibilité de poser des bornes



The image shows a configuration menu for a text box. The menu is open, displaying a list of options. The 'Validation?' dropdown is currently set to 'None'. The 'Required?' option is set to 'No'. The 'Identifier?' option is set to 'No'. The 'Custom Alignment' option is set to 'Align the position of the field'. The 'Field Note' option is set to 'Small reminder text displayed'. The menu also includes options for 'Date (D-M-Y)', 'Date (M-D-Y)', 'Date (Y-M-D)', 'Datetime (D-M-Y H:M)', 'Datetime (M-D-Y H:M)', 'Datetime (Y-M-D H:M)', 'Datetime w/ seconds (D-M-Y H:M:S)', 'Datetime w/ seconds (M-D-Y H:M:S)', 'Datetime w/ seconds (Y-M-D H:M:S)', 'Email', 'Integer', 'Number', 'Phone (North America)', 'Time (HH:MM:SS)', 'Time (HH:MM)', and 'Zipcode (U.S.)'. A red arrow points from the 'Validation?' dropdown to the 'Minimum:' and 'Maximum:' fields in the adjacent image.



The image shows a configuration menu for a text box. The menu is open, displaying a list of options. The 'Validation?' dropdown is currently set to 'None'. The 'Required?' option is set to 'No'. The 'Identifier?' option is set to 'No'. The 'Custom Alignment' option is set to 'Align the position of the field'. The 'Field Note' option is set to 'Small reminder text displayed'. The menu also includes options for 'Date (D-M-Y)', 'Date (M-D-Y)', 'Date (Y-M-D)', 'Datetime (D-M-Y H:M)', 'Datetime (M-D-Y H:M)', 'Datetime (Y-M-D H:M)', 'Datetime w/ seconds (D-M-Y H:M:S)', 'Datetime w/ seconds (M-D-Y H:M:S)', 'Datetime w/ seconds (Y-M-D H:M:S)', 'Email', 'Integer', 'Number', 'Phone (North America)', 'Time (HH:MM:SS)', 'Time (HH:MM)', and 'Zipcode (U.S.)'. A red arrow points from the 'Validation?' dropdown to the 'Minimum:' and 'Maximum:' fields in the adjacent image.

Variables

Particularités selon les types de variables

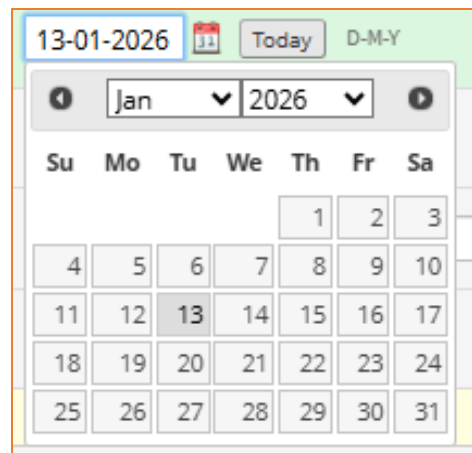
❖ Text Box

- Si Date, possibilité d'avoir un bouton type Calendrier

Additional customizations

Display the Today/Now button for all date and time fields on forms/surveys?

If enabled, a 'Today' button will be displayed to the right of all date fields, and a 'Now' button will be displayed to the right of all time, datetime, and datetime_seconds fields. Clicking the button will automatically set the field's value with the current date or time.



Variables

Particularités selon les types de variables

❖ Multiple choice

- Définir les modalités avec codes choisis et séparation par virgule

*Par exemple : 0, Non
1, Oui*







The screenshot shows a configuration panel for a 'Multiple Choice - Radio Buttons (Single Answer)' question. It includes fields for 'Question Number' (optional), 'Field Label' (containing 'Localisation connue'), and 'Choices (one choice per line)'. The choices are listed as '0, Non' and '1, Oui'. A button labeled 'Use the Choices Editor' is visible.

- Définir le mode d'affichage

The screenshot shows a 'Custom Alignment' dropdown menu with the following options: 'Right / Vertical (RV)', 'Right / Horizontal (RH)', 'Left / Vertical (LV)', and 'Left / Horizontal (LH)'. The 'Right / Vertical (RV)' option is currently selected.







Variables

Multiple choice

      [] *Field Name: loc_on*

Localisation connue Non Oui

* must provide value

      [] *Field Name: loc_on_2*

Localisation connue Non Oui

* must provide value

      [] *Field Name: diag*

Choix

choix 1
 choix 2
 choix 3
 choix 4
 choix 5

Variables

Particularités selon les types de variables

❖ Slider

Labels displayed above slider (optional):

Left label (bottom, if vertical):

Middle label:

Right label (top, if vertical):

Display number value?

Min/max range values: Min: Max:

➤ Définir le mode d'affichage

Custom Alignment Right / Vertical (RV) ▼

Align the position of the field

Field Note (optional) Right / Horizontal (RH)

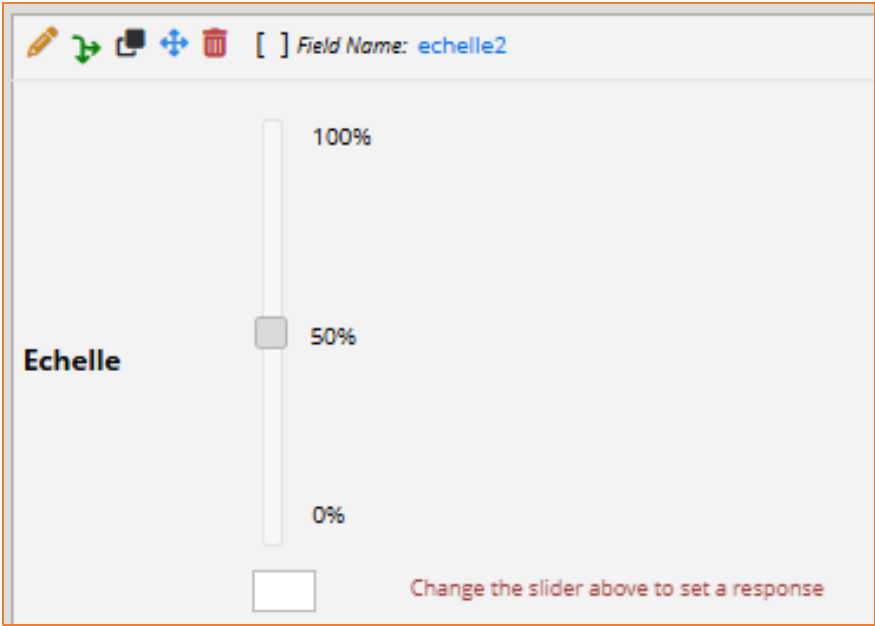
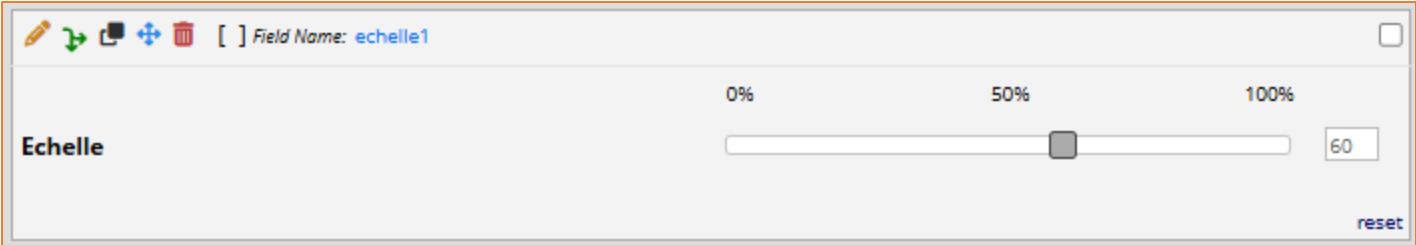
Small reminder text displayed

Left / Vertical (LV)

Left / Horizontal (LH)

Variables

Slider



Variables

Particularités selon les types de variables

❖ Begin New Section

- Pour structurer le formulaire

Edit Field

You may add a new project field to this data collection instrument by completing the fields below on this page. For an overview of the different field types available, you may view the [Field Type](#) page.

Field Type:

Field Label

Entête 1

Editing existing Record ID 01-003.

Event: FIN ETUDE


Record ID 01-003

champ 1

Entête 1

Fichier à télécharger [Upload file](#)

Saisie de la Date de naissance (MM/AAAA)



Variables

Particularités selon les types de variables

❖ Calculated Field

- Calculation Equation en utilisant la syntaxe REDCap

The screenshot shows the 'Add New Field' form in REDCap. The 'Field Type' is set to 'Calculated Field'. The 'Field Label' field is empty, with a 'Use the Rich Text Editor' checkbox. The 'Calculation Equation' field is empty, with a 'Special Functions' button. The 'Variable Name' field is empty, with a 'Codebook' icon and a checkbox for 'Enable auto naming of variable based upon its Field Label?'. The 'Required?' field is set to 'No', and the 'Identifier?' field is also set to 'No'. The 'Custom Alignment' is set to 'Right / Vertical (RV)'. The 'Field Note' field is empty. The 'Action Tags / Field Annotation' field is empty. The form includes a 'Test calculation with a record' dropdown, a 'Clear calculation' button, and 'Save' and 'Cancel' buttons at the bottom.

Add New Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video](#).

Field Type:

Field Label Use the Rich Text Editor [?](#)

Calculation Equation [How do I format the equation?](#) [Learn how to use **Special Functions**](#)

Test calculation with a record:

[Clear calculation](#)

Action Tags / Field Annotation (optional)

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports) Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#) [Field Embedding](#)

Required? No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment [?](#)
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

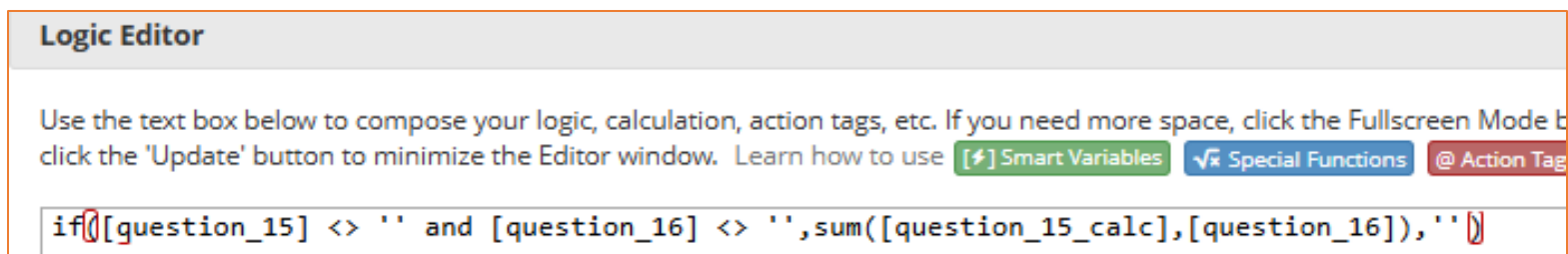
[Save](#) [Cancel](#)

Variables

Particularités selon les types de variables

❖ Calculated Field

- Utiliser des crochets pour encadrer les variables

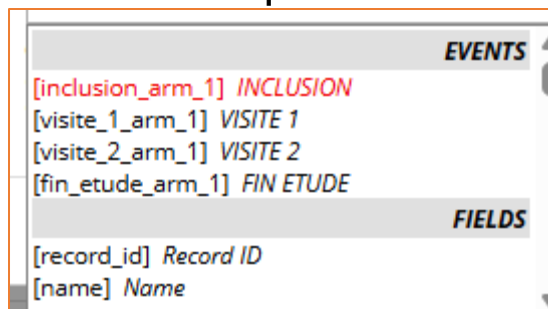


Logic Editor

Use the text box below to compose your logic, calculation, action tags, etc. If you need more space, click the Fullscreen Mode button. To save your work, click the 'Update' button to minimize the Editor window. Learn how to use [\[f\] Smart Variables](#) [\[v\] Special Functions](#) [@ Action Tag](#)

```
if([question_15] <> '' and [question_16] <> ',sum([question_15_calc],[question_16]),'' )
```

- Parfois, utiliser le **nom de l'Event** pour préciser sur lequel se situe le champ (si la requête concerne une question d'un autre formulaire)



Variables

Particularités selon les types de variables

❖ Calculated Field

- Il est aussi possible d'utiliser des Smart Variables utilisant des caractéristiques système

Par exemple les instances pour les formulaires répétés

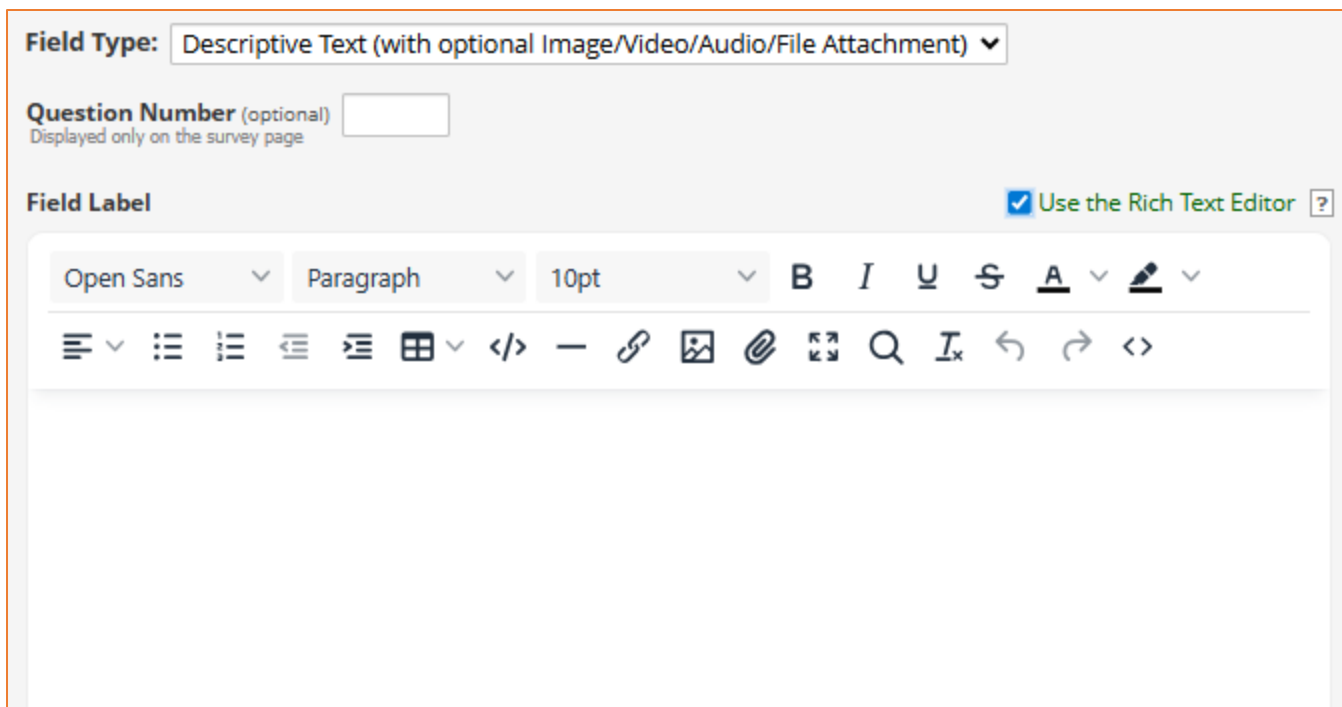
Repeating Instruments and Events	
[previous-instance]	(repeating instruments/e repeating instance numb immediately before the c (e.g., current instance mi 'Instance' refers to the in a repeating instrument o event. Note: This can be alone or can be appende variable.
[current-instance]	(repeating instruments/e repeating instance numb repeating instrument or event in the current cont can be used as stand-alo appended to a field varia
[next-instance]	(repeating instruments/e repeating instance numb immediately after the cu (e.g., current instance plu refers to the instance of repeating instrument or event. Note: This can be

Variables

Particularités selon les types de variables

❖ Descriptive Text

- Ces variables qui ne vont pas contenir de données mais permettent une mise en forme et une amélioration de l'affichage dans le CRF

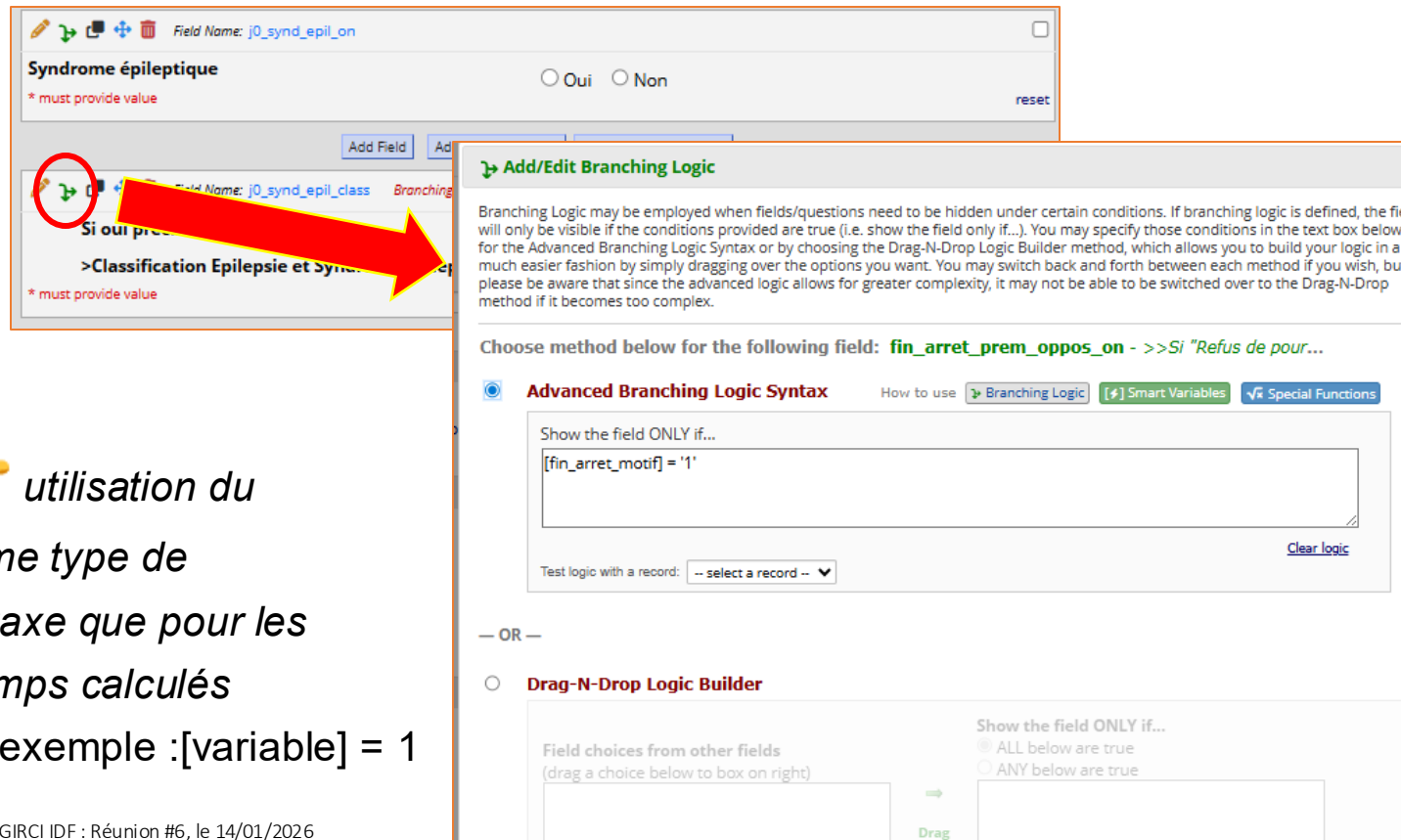


The screenshot shows a configuration interface for a survey field. At the top, the 'Field Type' is set to 'Descriptive Text (with optional Image/Video/Audio/File Attachment)'. Below this, there is an optional 'Question Number' field. The 'Field Label' section includes a rich text editor toolbar with options for font (Open Sans), paragraph style (Paragraph), font size (10pt), and various text formatting options (bold, italic, underline, strikethrough, text color, background color). A checkbox labeled 'Use the Rich Text Editor' is checked. The main text area is currently empty.

Branching logic

Conditionner l'affichage des variables

- ❖ Relier l'affichage d'une variable à la donnée saisie dans une autre



The image shows a screenshot of a form editor interface. On the left, a form field for 'Syndrome épileptique' is visible, with a red circle around a branching logic icon. A red arrow points from this icon to a dialog box titled 'Add/Edit Branching Logic'. The dialog box contains instructions on how to use branching logic and offers two methods: 'Advanced Branching Logic Syntax' (selected) and 'Drag-N-Drop Logic Builder'. The 'Advanced Branching Logic Syntax' method has a text box containing the condition `[fin_arret_motif] = '1'`. Below this, there is a dropdown menu for 'Test logic with a record' and a 'Clear logic' button. The 'Drag-N-Drop Logic Builder' method is also visible, showing options for 'Field choices from other fields' and 'Show the field ONLY if...' (with radio buttons for 'ALL below are true' and 'ANY below are true').

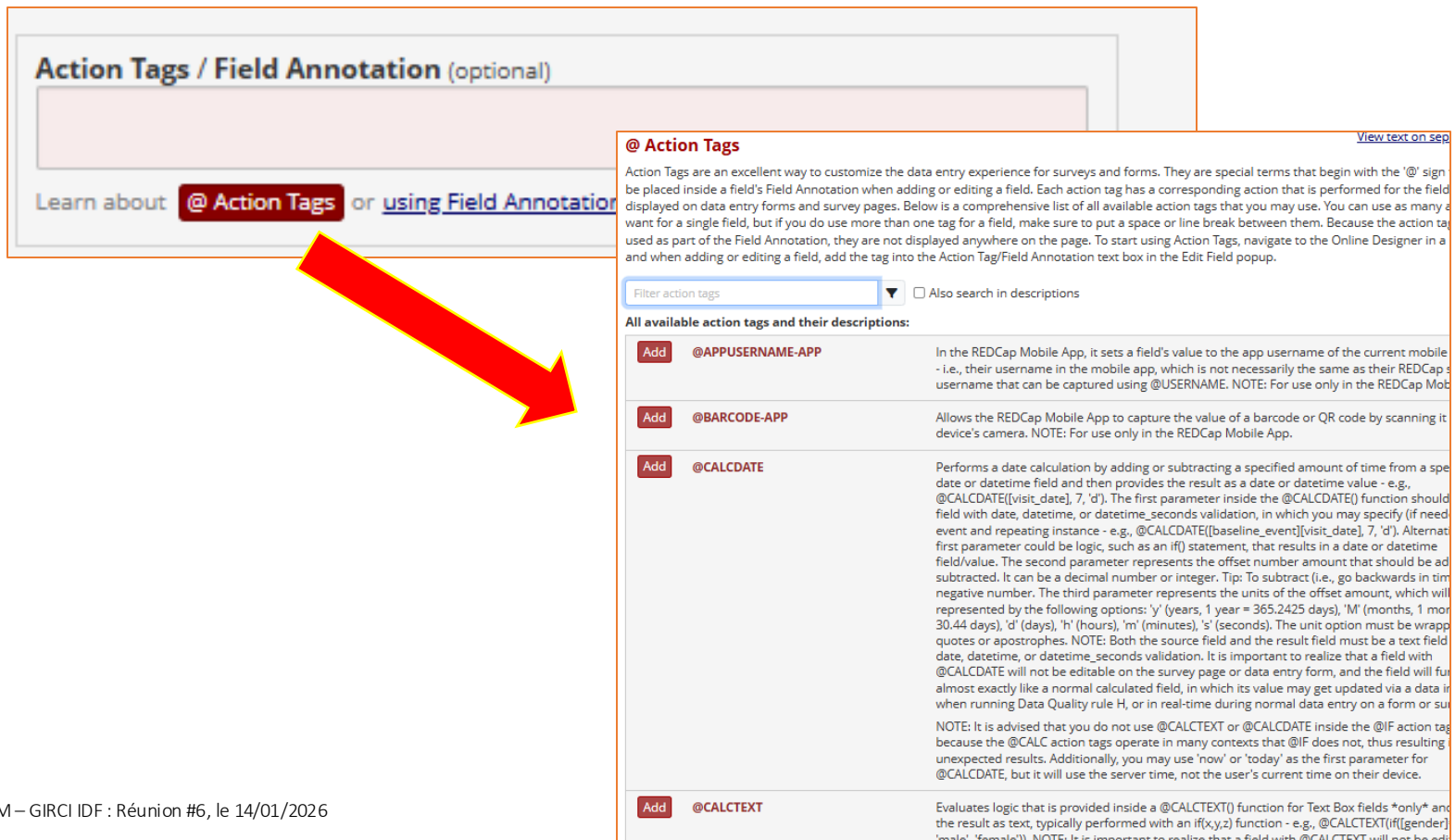


utilisation du même type de syntaxe que pour les champs calculés

Par exemple :`[variable] = 1`

Action Tag

Possibilités d'agir sur le comportement ou d'ajouter des caractéristiques à une variable



Action Tags / Field Annotation (optional)

Learn about **@ Action Tags** or [using Field Annotation](#)

@ Action Tags

Action Tags are an excellent way to customize the data entry experience for surveys and forms. They are special terms that begin with the '@' sign and are placed inside a field's Field Annotation when adding or editing a field. Each action tag has a corresponding action that is performed for the field displayed on data entry forms and survey pages. Below is a comprehensive list of all available action tags that you may use. You can use as many as you want for a single field, but if you do use more than one tag for a field, make sure to put a space or line break between them. Because the action tags used as part of the Field Annotation, they are not displayed anywhere on the page. To start using Action Tags, navigate to the Online Designer in a and when adding or editing a field, add the tag into the Action Tag/Field Annotation text box in the Edit Field popup.

Filter action tags Also search in descriptions

All available action tags and their descriptions:

Add	@APPUSERNAME-APP	In the REDCap Mobile App, it sets a field's value to the app username of the current mobile user - i.e., their username in the mobile app, which is not necessarily the same as their REDCap's username that can be captured using @USERNAME. NOTE: For use only in the REDCap Mobile App.
Add	@BARCODE-APP	Allows the REDCap Mobile App to capture the value of a barcode or QR code by scanning it with the device's camera. NOTE: For use only in the REDCap Mobile App.
Add	@CALCDATE	Performs a date calculation by adding or subtracting a specified amount of time from a specified date or datetime field and then provides the result as a date or datetime value - e.g., @CALCDATE([visit_date], 7, 'd'). The first parameter inside the @CALCDATE() function should be a field with date, datetime, or datetime_seconds validation, in which you may specify (if needed) an event and repeating instance - e.g., @CALCDATE([baseline_event][visit_date], 7, 'd'). An alternative first parameter could be logic, such as an if() statement, that results in a date or datetime field/value. The second parameter represents the offset number amount that should be added or subtracted. It can be a decimal number or integer. Tip: To subtract (i.e., go backwards in time) use a negative number. The third parameter represents the units of the offset amount, which will be represented by the following options: 'y' (years, 1 year = 365.2425 days), 'M' (months, 1 month = 30.44 days), 'd' (days), 'h' (hours), 'm' (minutes), 's' (seconds). The unit option must be wrapped in quotes or apostrophes. NOTE: Both the source field and the result field must be a text field with date, datetime, or datetime_seconds validation. It is important to realize that a field with @CALCDATE will not be editable on the survey page or data entry form, and the field will function almost exactly like a normal calculated field, in which its value may get updated via a data import when running Data Quality rule H, or in real-time during normal data entry on a form or survey. NOTE: It is advised that you do not use @CALCTEXT or @CALCDATE inside the @IF action tag because the @CALC action tags operate in many contexts that @IF does not, thus resulting in unexpected results. Additionally, you may use 'now' or 'today' as the first parameter for @CALCDATE, but it will use the server time, not the user's current time on their device.
Add	@CALCTEXT	Evaluates logic that is provided inside a @CALCTEXT() function for Text Box fields *only* and returns the result as text, typically performed with an if(x,y,z) function - e.g., @CALCTEXT(if([gender]='male', 'female')). NOTE: It is important to realize that a field with @CALCTEXT will not be editable.

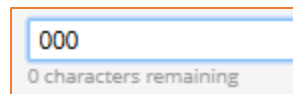
Action Tag

Possibilités d'agir sur le comportement ou d'ajouter des caractéristiques à une variable

👉 @PLACEHOLDER



👉 @CHARLIMIT



👉 @CALCTEXT

👉 @SETVALUE

👉 @HIDDEN

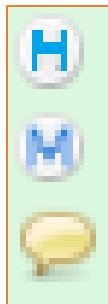
👉 @NOMISSING

Trucs et astuces

Marqueurs de données manquantes



Add code from standardized list of missing data codes (optional suggestions):		
Add	NI	No information
Add	INV	Invalid
Add	UNK	Unknown
Add	NASK	Not asked
Add	ASKU	Asked but unknown
Add	NAV	Temporarily unavailable



Icones des variables

(Data History, Mark field as Missing, Data resolution workflow)

Attention, mettre **icons** après le nom de la variable entre accolades pour les variables incorporées dans les tableaux. Exemple : `{trt1_anti_epi:icons}`

Trucs et astuces

👉 scripts html pour mise en forme (couleur, police, etc.)

Field Type: Descriptive Text (with optional Image/Video/Audio/File Upload) [chm]

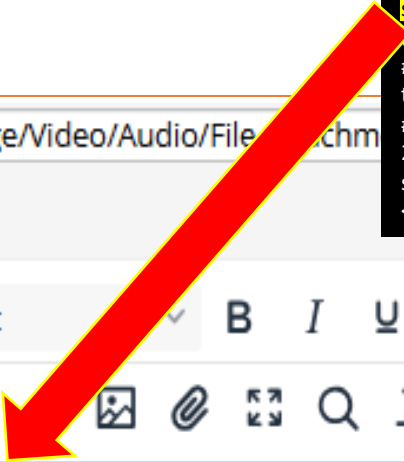
Field Label

Open Sans Paragraph 10pt B I U S A

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Colonne1	Colonne2	Colonne3

```
<table style="border-collapse: collapse; width: 99.9489%; height: 74.5833px;" border="1"><colgroup><col style="width: 33.239%;"><col style="width: 33.239%;"></colgroup> <tbody> <tr style="height: 24.8611px;"><td style="background-color: blue; text-align: center;">Colo<span style="color: #ecf0f1;">nne1</span></td> <td style="background-color: blue; text-align: center;"><span style="color: #ecf0f1;">Colonne2</span></td> <td style="background-color: blue; text-align: center;"><span style="color: #ecf0f1;">Colonne3</span></td> </tr> <tr style="height: 24.8611px;"> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p> </p>
```



Trucs et astuces

👉 Taille des pages grâce aux tableaux

Field Type: Descriptive Text (with optional Image/Video/Audio/File Attachment) ▾

Field Label Use the Rich Text Editor ?

Open Sans ▾ Paragraph ▾ 10pt ▾ **B** *I* U ~~S~~ A ▾

Colonne1	Colonne2	Colonne3

```
<table style="border-collapse: collapse; width: 100% height: 74.5833px;" border="1"><colgroup><col style="width: 33.239%"><col style="width: 33.239%"><col style="width: 33.239%"></colgroup> <tbody> <tr style="height: 24.8611px;"> <td>Colonne1</td> <td>Colonne2</td> <td>Colonne3</td> </tr> <tr style="height: 24.8611px;"> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p> </p>
```

redcap-hfar.for.paris/redcap_v14.9.5/DataEntry/index.php?pid=51&id=01-001&page=imagerie&event_id=347&instance=1

REDCap multi REDCap Local Tests Clinfile GIRCI HFAR Google REDCap Infos versio... REDCap - YouTube

REDCap
Logged in as dschwob | Log out
My Projects or Control Center
REDCap Messenger
Contact REDCap administrator
View project as user: -- select a user --
Enter PID to go to project

Project Home and Design
Project Home · Project Setup
Designer · Dictionary · Codebook
Project status: Development

Data Collection
Survey Distribution Tools
- Get a public survey link or build a participant list for inviting respondents

TEST_DAG (TEST) PID 51

Actions: Modify instrument Download PDF of instrument(s) Video: Basic data entry

imagerie Data Access Group: 01-HFAR

Editing existing Record ID 01-001.
Event: FIN ETUDE

Record ID 01-001

champ 1

Colonne1	Colonne2	Colonne3

Trucs et astuces

👉 Taille des pages grâce aux tableaux

Field Type: Descriptive Text (with optional Image/Video/Audio/File Attachment) v

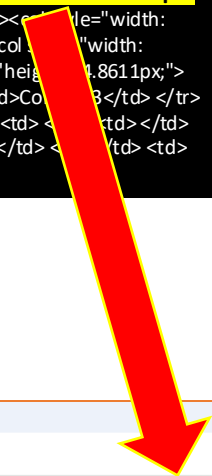
Field Label Use the Rich Text Editor ?

Open Sans Paragraph 10pt B I U S A v

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Colonne1	Colonne2

```
<table style="border-collapse: collapse; width: 1500px; height: 74.5833px;" border="1"><colgroup><col style="width: 33.239%;"></colgroup><tbody><tr style="height: 24.8611px;"><td>Colonne1</td><td>Colonne2</td><td>Colonne3</td></tr><tr style="height: 24.8611px;"><td></td><td></td><td></td></tr></tbody></table><p></p>
```



redcap-hfar.for.paris/redcap_v14.9.5/DataEntry/index.php?pid=51&id=01-001&page=imagerie&event_id=347&instance=1

REDCap multi REDCap Local Tests Clinfile GIRCI HFAR Google REDCap Infos versio... REDCap - YouTube

REDCap
Logged in as dschwab | Log out
My Projects or Control Center
REDCap Messenger
Contact REDCap administrator
View project as user: -- select a user --
Enter PID to go to project

Project Home and Design
Project Home Project Setup
Designer Dictionary Codebook
Project status: Development

Data Collection
Survey Distribution Tools
Scheduling
Record Status Dashboard
Add / Edit Records
Record ID 01-001

TEST_DAG (TEST) PID 51
Actions: Modify instrument Download PDF of instrument(s) Video: Basic data entry

imagerie
Data Access Group: 01-HFAR

Editing existing Record ID 01-001.
Event: FIN ETUDE

Record ID 01-001

champ 1

Colonne1	Colonne2	Colonne3

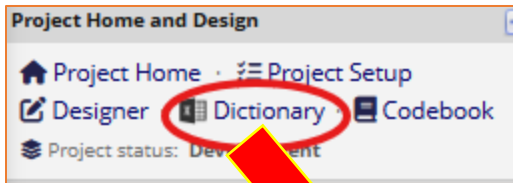
Entête 1

Fichier à télécharger Upload file

Saisie de la Date de naissance (MM/AAAA)

Trucs et astuces

👉 Répétitions de groupes de variables par CSV



for making project changes:

- 1.) Download the current Data Dictionary (see the Help & FAQ for help) - Also download with other delimiters: [Comma\(,\)](#), [Tab](#), [Semicolon\(;\)](#)
- 2.) Edit the Data Dictionary (see the Help & FAQ for help)
- 3.) Upload the Data Dictionary using the form below
- 4.) The changes will be made to the project after the Data Dictionary has been checked for errors

Upload your Data Dictionary file (CSV)

Format for min/max validation values for CSV data:

CSV delimiter of data file:

Aucun fichier choisi

Fichier Edition Affichage Insertion Format Styles Feuille Données Outils Fenetre A1:D8

	A	B	C	D	E	F
1	Variable / Field Name	Form Name	Section Head	Field Type	Field Label	Choices
2	record_id	enregistrement		text	Record ID	
3	name	enregistrement		text	Name	
4	firstname	enregistrement		text	Firstname	
5	date_naiss	enregistrement		text	date de naissance	
6	language	enregistrement		dropdown	Langue	1, French
7	number	enregistrement		text	numéro du centre	
8	centre	enregistrement		dropdown	Confirmer le	1, 01-HI
9	test_emberd1	form_1		descriptive	<div class="rich-text-fi	
10	a	form_1		slider	0% 1	
11	tab	form_1		descriptive	<table style="border-c	
12	g2012	form_1	Section1	slider	Grant 2012	
13	g2013	form_1		text	Grant 2013	
14	g2015	form_1		text	Grant 2014	

Trucs et astuces

👉 Répétitions de groupes de variables par CSV

Upload your Data Dictionary file (CSV file format only)
Format for min/max validation values for date and dateti

CSV delimiter of data file: Comma (,) ▼

Choisir un fichier TESTDAG...-01-13.csv

Upload File

✔ Your document was uploaded successfully and awaits your confirmation below.

- You are now required to review any warnings below and then click the button at the bottom of the page to officially commit the field changes to the project. Follow the instructions below.
- The uploaded data dictionary **contains 49 fields**, which will replace the 54 fields that currently exist in the project (excluding 'Form Status' fields, which are automatically generated by REDCap).

Allowable warnings found in your Data Dictionary:

Variables/field names are recommended to be less than 26 characters in length. You may want to shorten the following variable names:

qst_som_typocircad_18_res_2 (A33)
qst_som_typocircad_18_res_3 (A35)

It is recommended that each row have a field label in order to distinguish fields, but the following cells have a field label missing: E10.



Are you ready to commit the changes to the project from the uploaded Data Dictionary?
(Click the button below to submit the changes.)

Commit Changes Cancel

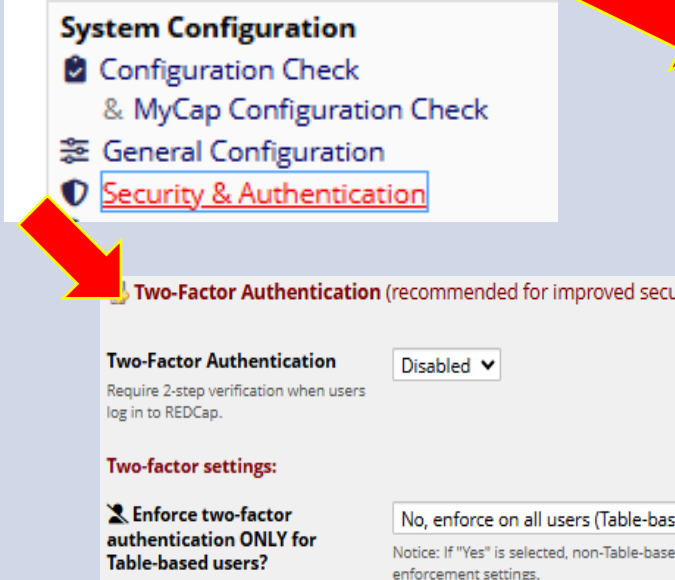
SOMMAIRE

- 1. Introduction (5 min)**
- 2. REDCap Designer (10 min)**
- 3. Variables (20 min)**
- 4. Retours d'expérience (15 min)**
- 5. Conclusion (10 min)**

Discussions

Intervenant	Discussions
AZERAD Sylvie (APHP URC Paris-Saclay Ouest)	<p>Pour les données non pseudonymisées, notamment pour les registres, existe-t-il une solution avec REDCap? ==> Dans la création des variables, il est possible de définir ces champs comme identifier puis de les exclure lors de l'export des données</p> <div data-bbox="548 665 1228 759"><p>Identifier? <input type="radio"/> No <input checked="" type="radio"/> Yes Does the field contain identifying information (e.g., name, SSN, address)?</p></div> <div data-bbox="1277 648 1808 879"><p>De-identification options (optional)</p><p>The options below allow you to limit the amount of sensitive information that you are exporting out of the project. Check all that apply.</p><p>Known Identifiers:</p><ul style="list-style-type: none"><input checked="" type="checkbox"/> Remove All Identifier Fields (tagged in Data Dictionary)<input type="checkbox"/> Hash the Record ID field (converts record name to an unrecognizable value)</div>
AZERAD Sylvie (APHP URC Paris-Saclay Ouest)	<p>Transférer un CRF de REDCap à une autre solution eCRF ? ==> Il est possible d'exporter la structure et les données en utilisant l'export XML REDCap qui est ensuite importable dans un autre logiciel (le mapping de certains champs et l'adaptation des Branching Logic via des scripts informatiques sera requis)</p> <div data-bbox="591 1200 1866 1422"><p> Export entire project as REDCap XML file (containing metadata & data)</p><p>The entire project (all records, events, arms, instruments, fields, and project attributes) can be downloaded as a single XML file, which is in CDISC ODM format (ODM version 1.3.1). This XML file can be used to create a clone of the project (including its data, optionally) on this REDCap server or on another REDCap server (it can be uploaded on the Create New Project page). Because it is in CDISC ODM format, it can also be used to import the project into another ODM-compatible system.</p></div>

Discussions

Intervenant	Discussions
AZERAD Sylvie (APHP URC Paris-Saclay Ouest)	<p>Est ce que la double authentification demandée pour certains projets est applicable dans REDCap ?</p> <p><i>==> Oui, il existe un paramétrage activable dans le Control Center</i></p>  <p>System Configuration</p> <ul style="list-style-type: none">Configuration Check & MyCap Configuration CheckGeneral ConfigurationSecurity & Authentication <p>Two-Factor Authentication (recommended for improved security)</p> <p>Two-Factor Authentication <input type="text" value="Disabled"/></p> <p>Require 2-step verification when users log in to REDCap.</p> <p>Two-factor settings:</p> <ul style="list-style-type: none">Enforce two-factor authentication ONLY for Table-based users? <input type="text" value="No, enforce on all users (Table-based)"/> <p>Notice: If "Yes" is selected, non-Table-based enforcement settings.</p> <p>Two-factor login options:</p> <ul style="list-style-type: none"><input type="checkbox"/> (Optional) Enable the Google/Microsoft Authenticator app option for two-factor authentication? If enabled, the 'Google Authenticator/Microsoft Authenticator' option can be used for two-factor auth, in which the user can obtain the 6-digit verification code from the Google Authenticator or Microsoft Authenticator app on their mobile device.<input type="checkbox"/> (Optional) Enable the email option for two-factor authentication? If enabled, the email option can be used for two-factor auth, in which the user can obtain the 6-digit verification code via their primary email that is registered in their REDCap account.<input type="checkbox"/> (Optional) Enable the Twilio SMS option for two-factor authentication? If enabled, the 'SMS' option can be used for two-factor auth, in which the user can obtain the 6-digit verification code via their primary phone number that is registered in their REDCap account.

Discussions

Intervenant	Discussions
TERVER Julien (Hôpital national des 15-20)	<p>Les champs calculés apparaissent en rouge dans REDCap ce qui crée de la confusion</p> <p>==> Créer une seconde variable (de type Descriptive) dans laquelle vous incorporez la variable calculée. Puis grâce aux paramétrages de la variable descriptive vous pouvez définir la couleur d'affichage du champ dans le CRF</p>
TERVER Julien (Hôpital national des 15-20)	<p>Comment éviter que les champs descriptifs ne soient exportés ?</p> <p>==> Par défaut, les champs descriptifs ne sont pas exportés par REDCap, seules les variables contenant des données le sont</p>
TERVER Julien (Hôpital national des 15-20)	<p>Lors de l'utilisation de l'Action Tag @SETVALUE, la donnée ne se met à jour que lorsque l'on enregistre le formulaire.</p>

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Conclusion

Prochaines sessions

 **Expertise** / Vendredi 23 Janvier 14h-15h

- Module Quality rules
- Gestion des reports

 **Néo utilisateurs** / Mercredi 11 Février 11h-12h

- Alertes / notifications

 **Expertise** / Vendredi 20 Février 14h-15h

- Matrice des droits

 **Présentiel** / Jeudi 12 Mars 14h-17h

- Ateliers
- Cas concrets

Merci pour votre attention

Suivez les actualités du GIRCI IDF :



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Linkedin : <https://www.linkedin.com/company/girci-idf/>