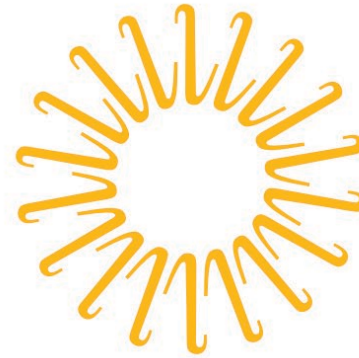




**Advance
Rhode Island**
Clinical & Translational Research

Cite: U54GM115677



Lifespan
Delivering health with care.®

AUTOMATION WITH



USING REDCAP TO AUTOMATE RESEARCH TASKS

LEARNING OBJECTIVES:

- Automated Survey Invitations (ASI)
- Triggers to kickoff ASI or Alert
- Alerts & Notifications
- Repeatable Survey Invitations
- Q & A



1. Compose Email
Message

2. Specify Conditions
for sending

3. Specify when to
send

AUTOMATED SURVEY INVITATIONS (ASI)

Survey invitations that are automatically scheduled for immediate or future sending when certain conditions are true

USE ASI's to AUTOMATICALLY...

- Send email to participant after they complete a survey
- Send invitations when pre-defined logic becomes true
- Send survey invitation to participant N days after enrollment or discharge date from the hospital
- Send invitations to a sub-group of participants based on characteristics like age, or gender, or diagnosis, etc

Enabling Surveys for REDCap Project

Main project settings

Enable



Use surveys in this project?



Instrument name	Fields	View PDF	Enabled as survey
Demographics	3		<input type="button" value="Enable"/>
Kickoff	1		<input type="button" value="Enable"/>
Initial Survey	3		
Survey 1 Month	3		
Survey 3 Month	3		

ASI's

Survey-related options

Survey settings + Automated Invitations

Survey settings + Automated Invitations

Survey settings + Automated Invitations

Define Conditions for Automated Survey Invitations (ASI)

Instructions: In this pop-up you may define your conditions for automated survey invitations that will be sent out for the survey (and event, if a longitudinal project) listed in the Info box below. [Tell me more](#)

Info
 Survey title: Initial Survey

STEP 1: Compose message

From: Display name (optional) redcapsupport@lifespan.org ▼
(select any project user to be the "Sender")

To: [All participants who meet the conditions defined]

Subject: Initial Survey

[Send test email](#)

Paragraph ▼

B
I
U
Link
Align left
Align center
Align right
Justify
Undo
Redo

Bulleted list
Numbered list
Decrease indent
Increase indent
Table
Image
Color text
Background color
Find
Source code
Insert link
Fullscreen

Please take this survey.

You may open the survey in your web browser by clicking the link below:
[survey-link]

If the link above does not work, try copying the link below into your web browser:
[survey-uri]

This link is unique to you and should not be forwarded to others.

NOTE: You may modify or remove any text you wish in the Compose Message text box above. Make sure you include either [survey-link] or [survey-uri] in the text or else the participant will not have a way to take the survey.

[How to use Piping in the survey invitation](#)

STEP 2: Conditions

Specify conditions for sending invitations:

☐ When the following survey is completed:
 --- select a survey --- ▼

☒ AND ▼

☐ When the following logic becomes true:

(e.g., [age] > 30 and [sex] = "1")

[How do I use special functions?](#)

Test logic with a record: -- select record -- ▼

☐ Ensure logic is still true before sending invitation? ?

[How to use step logic to disable an automated invite](#)

STEP 3: When to send invitations AFTER conditions are met

☒ Send immediately

☐ Send on next -- select day -- ▼ at time : H:M

☐ Send the invitation days hours minutes
 after ▼ the automated survey invitation has been triggered ▼ ?

☐ Send at exact date/time: M/D/Y H:M

OPTIONAL: Enable reminders

☐ Re-send invitation as reminder if participant has not responded by a specified time?

STEP 4: Activated?

Activate these automated invitations? In order for automated survey invitations to be sent using these specified conditions, it must be set to Active. You may make them Not Active (and vice versa) at any point in the future. NOTICE: Setting it to 'Not Active' will not prevent any invitations from sending that have already been scheduled, in which case they must instead be deleted manually.

☒ Active ☐ Not Active

TRIGGERS

- When a record is saved
- If conditional logic is true when a record is saved
- When conditional logic is true during a data import, data entry, or as the result of time-based logic using the datediff() function

datediff()

Calculate the difference between two dates or times

- datediff([date1], [date2], "units", returnSignedValue = false) **>= 7**

units		
"y"	years	1 year = 365.2425 days
"M"	months	1 month = 30.44 days
"d"	days	
"h"	hours	
"m"	minutes	
"s"	seconds	

datediff = [date2] minus [date1]

Datediff returns the absolute value of the difference in dates by default. The result is always non-negative.

Date 1	Date 2
January 7, 2022	January 1, 2022

datediff([date1],[date2], "d") = **6**
datediff([date1],[date2], "d", true) = **-6**

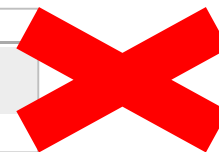
Date 1	Date 2
January 1, 2022	January 7, 2022

datediff([date1],[date2], "d") = **6**
datediff([date1],[date2], "d", true) = **6**

returnSignedValue



```
datediff([date_v1], [date_v2], "d", TRUE)
```



redcap.lifespan.org says

CALCULATION ERRORS EXIST!

There is a syntactical error in the calculation for the field "datediff_true" on this page. None of the calculations on this data entry form will function correctly until this error has been corrected.

If you are not sure what this means, please contact your project administrator.

OK



```
datediff([date_v1], [date_v2], "d", true)
```



MUST BE LOWERCASE!

Uppercase 'TRUE' throws an error. returnSignedValue must be written in lowercase

ASI STEP 1: COMPOSE MESSAGE

STEP 1: Compose message

From: redcapsupport@lifespan.org ▼

(select any project user to be the 'Sender')

To: **[All participants who meet the conditions defined]**

Subject:

[Send test email](#)

Paragraph ▼



B

I

U



Please take this survey.

You may open the survey in your web browser by clicking the link below:

[survey-link]

If the link above does not work, try copying the link below into your web browser:

[survey-url]

This link is unique to you and should not be forwarded to others.

Initial Survey

Retention: CCPM25-Inbox-365Days (1 year) Expires: Sat 3/18/2023 11:32 AM



redcapsupport@lifespan.org

To: Richardson, Jeffrey

Please take this survey.

You may open the survey in your web browser by clicking the link below:

[Study Survey](#)

If the link above does not work, try copying the link below into your web browser:

<https://redcap.lifespan.org/redcap/surveys/?s=5sJPveCL5XPx8RfG>

This link is unique to you and should not be forwarded to others.

ASI STEP 2: CONDITIONS

- When the following survey is completed

STEP 2: Conditions

Specify conditions for sending invitations:

☒ When the following survey is completed:

--- select a survey ---

AND

☐ When the following survey is completed:

--- select a survey ---

"Month 1 Survey"

☐ When the following survey is completed:

--- select a survey ---

"Month 3 Survey"

- And/Or when the following logic becomes true

STEP 2: Conditions

Specify conditions for sending invitations:

☐ When the following survey is completed:

--- select a survey ---

AND

☒ When the following logic becomes true:

[age] > 30 and [sex] = "1"

Ensure Logic is still true before sending invitation?

STEP 2: Conditions

Specify conditions for sending invitations:

☐ When the following survey is completed:

--- select a survey ---

AND

☒ When the following logic becomes true:

datediff([date_begin], "today", "d") <= 1

(e.g., [age] > 30 and [sex] = "1")

[How do I use special functions?](#)

Test logic with a record: -- select record --

☐ Ensure logic is still true before sending invitation? ?






- Optional
- Re-evaluates the logic whenever a record's values are changed
- Do not enable when Step 3 delay is short
- Want to enable when Step 3 delay is long

This is an optional setting. When enabled, REDCap will re-evaluate the logic against the record's data values whenever the record values are changed **AFTER** the invitation has been scheduled but **BEFORE** it has been sent to the respondent. And if the logic is no longer true (i.e., if the data values have changed during the time after the survey invitation was scheduled), it will not send the invitation to the respondent but will instead delete it (as if it had never been scheduled). Additionally, if the invitations get deleted due to this setting, then the invitations **may** get scheduled again later if data values are changed such that the logic evaluates as true again. Enabling this setting provides you with greater control over when and how invitations get sent when using conditional logic for Automated Survey Invitations.

In general, it is advisable not to check the 'Ensure logic is still true' box if the Step 3 delay is short (e.g. less than a day). In other cases, you **WANT** to re-check.

- An 'opt-out' field to cancel future surveys
- Useful if participants drop out, die, or otherwise aren't interested in your emails.
- Requires 'Ensure Logic is Still True' to be enabled

ASI Kill-Switch

     Variable: stop_emails

Stop Participant from Receiving Notifications or Survey Invitations

☐ Yes ☐ No

☒ When the following logic becomes true:

`datediff([date_begin], "today", "d", true) >= 30 and [stop_emails] <> '1'`

(e.g., [age] > 30 and [sex] = "1")

✓ **Valid** (The determination of validity may not be 100% accurate in all contexts.) [How do I use special functions?](#)

Test logic with a record: -- select record -- ▾

☒ Ensure logic is still true before sending invitation? ?

ASI STEP 3: WHEN TO SEND

STEP 3: When to send invitations AFTER conditions are met

☒ Send immediately

☐ Send on next -- select day -- at time H:M

☐ Send the invitation days hours minutes
after -- select day -- the automated survey invitation has been triggered

☐ Send at exact date/time: M/D/Y H:M

STEP 3: When to send invitations AFTER conditions are met

☐ Send immediately

☐ Send on next -- select day -- at time H:M

☒ Send the invitation days hours minutes
after -- select day -- the automated survey invitation has been triggered

☐ Send at exact date/time: M/D/Y H:M

OPTIONAL: Enable reminders

☐ Re-send invitation if participant has not responded after specified time

STEP 3: When to send invitations AFTER conditions are met

☐ Send immediately

☒ Send on next -- select day -- at time H:M


☐ Send the invitation days hours minutes
after -- select day -- the automated survey invitation has been triggered

☐ Send at exact date/time: M/D/Y H:M

OPTIONAL: Enable reminders

☐ Re-send invitation if participant has not responded after specified time



WHAT IF THEY DON'T RESPOND?

 **OPTIONAL: Enable reminders**

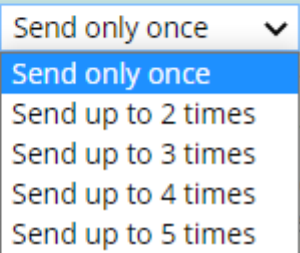
☒ Re-send invitation as a reminder if participant has not responded by a specified time? (Times below refer to AFTER original invitation time.)

☐ Send every at time H:M

☒ Send every days hours minutes

☐ Send at exact date/time:   M/D/Y H:M

- AND -

Recurrence: 

STEP 4: Activate

activate these auto
sing these specific

nder for automated survey invitations to be sen
e se to Active. You may make them Not Active
10-105: Getting it to Not Active will not work

- Enable Reminders
- Automatically re-send survey invitation if no response after N hours/days
- Select how often to re-send

ASI STEP 4: ACTIVATE

STEP 4: Activated?

Activate these automated invitations? In order for automated survey invitations to be sent using these specified conditions, it must be set to Active. You may make them Not Active (and vice versa) at any point in the future. **NOTICE:** Setting it to 'Not Active' will not prevent any invitations from sending that have already been scheduled, in which case they must instead be deleted manually.

☒ Active ☐ Not Active

- Must be set to active for ASI to be sent
- When 'Active', your settings will be initiated immediately and REDCap will be actively 'listening' in order to send/schedule invitations for your surveys based upon the conditions you've defined

Automatically Send Surveys at Fixed Time Intervals

Instrument name	Fields	View PDF	Enabled as survey	Instrument actions	Survey-related options
Demographics	3		Enable	Choose action ▾	
Kickoff	1		Enable	Choose action ▾	
Initial Survey	3			Choose action ▾	Survey settings Automated Invitations
Survey 1Month	3			Choose action ▾	Survey settings Automated Invitations
Survey 3 Month	3			Choose action ▾	Survey settings Automated Invitations

Info
Survey title: Initial Survey

☒ When the following logic becomes true:
`datediff([date_begin], "today", "d", true) >= 0`

Info
Survey title: Month 1 Survey

☒ When the following logic becomes true:
`datediff([date_begin], "today", "d", true) >= 30`

Info
Survey title: Month 3 Survey

☒ When the following logic becomes true:
`datediff([date_begin], "today", "d", true) >= 90`

Here's an example project that collects some demographic info and has surveys to be administered initially, and at 1 & 3 months afterwards. There's an instrument called Kickoff which contains one date field called `date_begin`. This date variable is used to trigger the ASIs to be sent. ASI are setup to immediately send the initial survey, and then the other surveys 1 and 3 months later.

ASI Example I

ASI with Defined Events for Longitudinal Project

Data Collection Instrument	Screening (1)	Initial (2)	Month1 (3)	Month3 (4)
Demographics	✓			
Kickoff	✓			
Survey (survey)		✓	✓	✓

Data Collection Instruments

Add new instrument:

- [Create](#) a new instrument from scratch
- [Import](#) a new instrument from the official [REDCap Instrument Library](#) ?
- [Upload](#) instrument ZIP file from another project/user or [external libraries](#) ?

Survey options:

- [Survey Queue](#)
- [Survey Login](#)
- [Survey Notifications](#)

Automated Survey Invitation options:

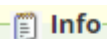
- [Upload or download Auto Invitations](#) +
- [Re-evaluate Auto Invitations](#)

Instrument name	Fields	View PDF	Enabled as survey	Instrument actions	Survey-related options
Demographics	3	View PDF	Enable	Choose action ▾	
Kickoff	1	View PDF	Enable	Choose action ▾	
Survey	3	View PDF	Enable	Choose action ▾	Survey settings Automated Invitations

Automated Invitations

Choose an event below for which to set up or modify automated survey invitations.

- [Modify](#) Initial
- [Modify](#) Month1
- [Modify](#) Month3

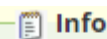


Info

Survey title: Study Survey

Event: Initial

☒ When the following logic becomes true:
`datediff([date_begin], "today", "d", true) >= 0`

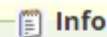


Info

Survey title: Study Survey

Event: Month1

☒ When the following logic becomes true:
`datediff([date_begin], "today", "d", true) >= 30`



Info

Survey title: Study Survey

Event: Month3

☒ When the following logic becomes true:
`datediff([date_begin], "today", "d", true) >= 90`

ASI Example 2

Construct alerts and send customized notifications

Allows for greater complexity and has more capabilities than ASI's

- Alerts apply to both surveys AND data entry forms
- Allows for more options regarding who can be recipient (survey participant, other project users, etc)
- Allows you to include attachments, including those uploaded into REDCap 'File Upload' field types

ALERTS & NOTIFICATIONS



Alerts & Notifications



1. Trigger Alert

- When a record is saved
- And/or If conditional logic is true
- Time-based logic

2. Set Alert Schedule

- When to send?
- How often to send?
- Recurring or just once?

3. Message Settings

- Which email address to send to/from
- Include links to surveys, attachments

Example

Smoking Cessation Demo Project

- Has Eligibility Criteria
- Has a question where action may be required if a participant responds in a certain way

Current instrument: **Screening**

Add Field Add Matrix of Fields Import from Field Bank

Variable: age
Age

Add Field Add Matrix of Fields Import from Field Bank

Variable: cigs_yn
Do you smoke cigarettes? ☐ Yes ☐ No

Add Field Add Matrix of Fields Import from Field Bank

Variable: quit_yn
Would you like help quitting ☐ Yes ☐ No

Add Field Add Matrix of Fields Import from Field Bank

Variable: study_yn
Interest in participating in a study? ☐ Yes ☐ No

Add Field Add Matrix of Fields Import from Field Bank

Variable: want_help
Would you like to be contacted by a staff member? ☐ Yes ☐ No

Add Field Add Matrix of Fields Import from Field Bank

Variable: px_email
Email Address:



Use Case I

- Email PI when a participant is eligible for your study

Title of this alert:

👉 STEP 1: Triggering the Alert

A) How will this alert be triggered?

☐ When a record is saved on a specific form/survey*

☒ If conditional logic is *TRUE* when a record is saved on a specific form/survey*

☐ When conditional logic is *TRUE* during a data import, data entry, or as the result of time-based logic

B) Trigger the alert...

when is saved with any form status (excludes data imports)

while the following logic is true:



Use Case I

Participant is eligible
for your study

STEP 2: Set the Alert Schedule

When to send the alert?

- ☒ Send immediately
- ☐ Send on next at time
- ☐ Send the alert days hours minutes
after the alert has been triggered

STEP 3: Message Settings

Subject:

* must provide value

Eligible Participant

Message:

* must provide value

☒ Prevent piping of data
for Identifier fields ?

Paragraph

Hi Dr Martinez,

Record ID [record-name] completed the screening and is eligible!

Message:

* must provide value

☒ Prevent piping of data
for Identifier fields ?

Prevent piping of data for Identifier fields

If this checkbox is checked, any field variables (e.g., [date_of_birth]) that exist in the alert's subject or message will not have their value piped if the field has been tagged as an 'Identifier' field. In this case, it will simply replace the field variable with [*DATA REMOVED*] rather than piping the actual data into the message.

Allow piping of data for Identifier fields?

Fields are often marked as Identifiers because they contain sensitive or identifying information, such as Personally identifiable information (PII) or Protected Health Information (PHI). To uphold the highest level of privacy to prevent potentially-sensitive data from being sent out of your project as an alert, it is recommended to keep this checkbox checked. **Are you sure you still wish to allow piping of data for Identifier fields?**

Yes, I understand

No, cancel



redcapsupport@lifespan.org

To: Richardson, Jeffrey

Hi Dr Martinez,

Record ID 6 completed the screening and is eligible!



Use Case 2

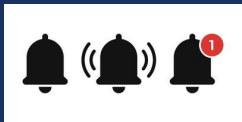
Participant responds in a way that requires follow-up...

Variable: want_help

Would you like to be contacted by a staff member?

☐ Yes ☐ No

- Option A: Setup Alert to notify staff that a participant needs outreach
- Option B: Setup Alert that emails participant directly



Use Case 2

Participant responds in a way that requires follow-up...

Variable: want_help

Would you like to be contacted by a staff member?

☐ Yes ☐ No

Title of this alert:

Notify Staff: Action Required

STEP 1: Triggering the Alert

A) How will this alert be triggered?

- ☐ When a record is saved on a specific form/survey*
- ☒ If conditional logic is *TRUE* when a record is saved on a specific form/survey*
- ☐ When conditional logic is *TRUE* during a data import, data entry, or as the result of time-based logic

B) Trigger the alert...

when "Screening"



is saved with any form status

while the following logic is true:

[want_help] = '1'

STEP 2: Set the Alert Schedule

When to send the alert?

☒ Send immediately

Option A: Alert to notify staff

STEP 3: Message Settings

Subject:

* must provide value

Reach out to participant

Message:

* must provide value

Paragraph

Rich text editor toolbar with icons for bold, italic, underline, link, list, and other formatting options.

☒ Prevent piping of data for Identifier fields

Hi Staff Name,
Record ID [record-name], would like to be contacted by a staff member. Please reach out to this participant. Thanks!

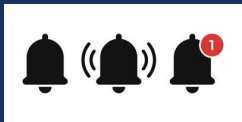


redcapsupport@lifespan.org
To: Richardson, Jeffrey



Wed 6/1/2022 10

Hi Staff Name,
Record ID 8, would like to be contacted by a staff member. Please reach out to this participant. Thanks!



Use Case 2

Participant responds in a way that requires follow-up...

Variable: want_help

Would you like to be contacted by a staff member?

☐ Yes ☐ No

STEP 1: Triggering the Alert

A) How will this alert be triggered?

☐ When a record is saved on a specific form/survey*

☒ If conditional logic is **TRUE** when a record is saved on a specific form/survey*

☐ When conditional logic is **TRUE** during a data import, data entry, or as the result of time-based logic

B) Trigger the alert...

when "Screening" is saved with any form status (excludes data imports)

while the following logic is true:

[want_help] = '1'

(e.g., [age] > 30 and [sex] = "1")

[How to use 'stop logic' to disable a scheduled alert](#)

Valid (The determination of validity may not be 100% accurate in all contexts.)

Option B: Direct Outreach

Setup to send the alert at 7:30am the day after survey completion:

STEP 2: Set the Alert Schedule

When to send the alert?

☐ Send immediately

☒ Send on next Day at time 07:30 H:M

☐ Send the alert days hours minutes after the alert has been triggered

☐ Send at exact date/time: MM/DD/YYYY HH:MM



Participant responds in a way that requires follow-up...

- Option B: Direct Outreach

- Sample of message participant will receive:

From:	redcapsupport@lifespan.org
To:	jrichardson7@lifespan.org
Subject:	How can I help?
Message:	<p>Hi,</p> <p>My name is Jeff, I'm a Research Assistant for the project. When you completed our survey yesterday, you indicated that you'd like to be contacted by a staff member. How can I help answer your questions?</p>

AUTOMATICALLY SEND REPEATING SURVEYS

- Can't we just use ASI's to send repeatable surveys? ...No!
- Cannot use ASI's to remind participants to repeat a survey
- The ASI will only fire once conditions are met for the first instance, and reminders will only be sent for that instance
- Repeat instance invitations must be sent manually or instruct participant to click the "repeat" button

Question:
How do you
automatically send
invitations for a
repeatable survey
on a regular basis?

Answer:
Send w/ Alerts &
Notifications

-
- Setup Alerts & Notifications to email repeatable survey to participant on recurring basis

REPEATABLE SURVEY INVITATIONS

- When using the longitudinal module in a project, one downside is that you must specify all the events ahead of time, making sure to build out the maximum number of events that one might need, even though all of them likely won't be used by all records. However, with the repeating instruments functionality, one does not need to specify how many repetitions will be needed ahead of time; one can simply repeat an instrument an unlimited amount of times.
- Sometimes called, “One to Many Data Collection” – For every 1 participant, there may be many...
 - Medications
 - Family Members
 - Adverse Events
 - Multiple Visits
- Each repeating element is connected to the overall record but can repeat independently of the other instruments. Each record in the project can have a different number of repeated instances of any given instrument or event. One record may have five medications, but another may have two or none, for example. Such flexibility makes this feature very powerful

Repeatable Instruments Summary

Enabling Surveys for Repeating Instruments

Enable optional modules and customizations

Enable Repeatable instruments ?

Once an instrument is set to repeat, you will see options on the Record Home Page to add another instance of the instrument for the currently selected record. All instances of a repeating instrument will then be displayed as a table near the bottom of the Record Home Page, thus allowing viewing of the instances and easy navigation within them.

Setting up repeating instruments and/or repeating events in a project is very quick and easy. From the Project Setup page, in addition to enabling surveys, you must Enable the use of repeatable instruments and specify which data collection instruments are going to be repeating

Repeat this instrument?	Instrument name
<input type="checkbox"/>	Demographics
<input checked="" type="checkbox"/>	Repeatable Survey


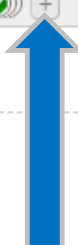
Record ID 5

Data Collection Instrument	Status
Demographics	
Repeatable Survey (survey)	

Repeating Instruments

Repeatable Survey (4)	
1	
2	
3	
4	

+ Add new



Allow respondents to repeat the survey

☒ **(Optional) Allow respondents to repeat the survey:** Ask them to take the survey again upon completion, if they wish.

Set custom text for the button:

Location of the button on survey:

- Set custom text for the button
- Choose Location of the button on the survey

Before survey is completed, next to Submit button

Do not display the repeating survey button

Before survey is completed, next to Submit button

After survey is completed, below Survey Completion Text

What did you eat for dinner?

How many calories?

Submit and

- or -

After enabling the instrument itself as both a survey, and a repeating instrument, you must take an additional step in order to allow survey respondents to enter their responses in a repeating fashion,. In the survey settings, near the bottom of the page, is the “(Optional) Allow Respondents to repeat the survey” setting.

When the repeat survey setting is enabled, it will display a button at the end of the survey so that the respondent can choose to enter another response for the survey, thus essentially allowing them to take the survey multiple times in a row. In this way, they will be able to enter as many responses for that same survey as they need.

Repeatable Survey Invite Example

Demographics Instrument

- Name & Email Address
- Starting Weight
- Kickoff Date [date_begin]

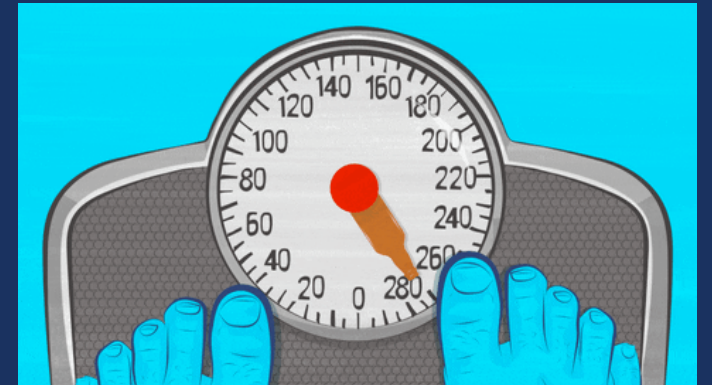
Daily Food Journal - Repeatable

- Sent out at 7pm each evening to track the participant's daily food intake & calories

Weekly Weigh-Ins - Repeatable

- Sent every 7 days after [date_begin] to track the participant's weight over time

Hypothetical Weight Loss Study



Repeatable Survey: Daily Food Tracker

Title of this alert:

STEP 1: Triggering the Alert

A) How will this alert be triggered?

- ☐ When a record is saved on a specific form/survey*
- ☐ If conditional logic is *TRUE* when a record is saved on a specific form
- ☒ When conditional logic is *TRUE* during a data import, data entry

B) Trigger the alert...
when the following logic becomes true:

`datediff([date_begin], "today", "d", true) >= 0`

STEP 2: Set the Alert Schedule

When to send the alert?

- ☐ Send immediately
- ☒ Send on next at time
- ☐ Send the alert days hours minutes
after the alert has been triggered
- ☐ Send at exact date/time:

Send it how many times?

- ☐ Just once
- ☒ Multiple times on a recurring basis:
 - Send every days after initially being sent.
 - ☒ Send up to times total (including the first time sent).

STEP 3: Message Settings

Alert Type: ☒ Email ☐ SMS Text Message ☐ Voice Call

NOTE: If you wish to send alerts as SMS Messages or Voice Calls, you must enable these options on the Project Setup page or ask an administrator.

Email From:

* must provide value

Email To:

* must provide value

[+ Show more options](#)

Or manually enter emails:

Subject:

* must provide value

Message:

* must provide value

☒ Prevent piping of data for Identifier fields

Please enter the food you ate today at the link below.

`[survey-link:food_tracker]`

Repeatable Survey: Daily Food Tracker

Message participant will receive:

From:	redcapsupport@lifespan.org
To:	jrichardson7@lifespan.org
Subject:	Daily Food Journal
Message:	Please enter the food you ate today at the link below. Food Tracker

- ☒ **(Optional) Allow respondents to repeat the survey:** Ask them to take the survey again upon completion, if they wish.
- Set custom text for the button:
- Location of the button on survey: ▼

Daily Survey:

Food Tracker

Please complete the survey below.

Thank you!

Date

2022-03-01 Today Y-M-D

Did you eat breakfast?

☒ Yes ☐ No

reset

What did you eat for breakfast?

pancakes, syrup, fruit, coffee

How many total calories?

600

Did you eat lunch?

☐ Yes ☒ No

reset

Did you eat dinner?

☒ Yes ☐ No

reset

What did you eat for dinner?

Lasagna, buttered roll, broccoli, glass of wine

How many total calories?

1100

Submit and

New Food Journal Entry

– or –

Submit

Repeatable Survey: Weight Tracker

Conditional time-based logic to trigger alert:

B) Trigger the alert...

when the following logic becomes true:

```
datediff([date_begin], "today", "d", true) >= 0
```

Send every 7 days after triggered:

☒ Send the alert days hours minutes

after

& every 7 days thereafter:

☒ Multiple times on a recurring basis:

☒ Send every days

Sent to field we've setup and validated as email:

Email To:

* must provide value

Includes link to repeatable survey

Please weigh-in for this week at the link below...

[survey-link:weight_tracker]

Message
participant
will receive:

From:	redcapsupport@lifespan.org
To:	jrichardson7@lifespan.org
Subject:	Weekly Weigh-In
Message:	Please weigh-in for this week at the link below... Weight Tracker

Weekly Weigh In

Please enter your weight below

1) Todays Date

Y-M-D

Initial start weight: 250 lbs

Last week's weight: 247 lbs

2) Weight Today (lbs)

Submit

Current instrument: **Weight Tracker**

Todays Date

Y-M-D

@READONLY @TODAY

Initial start weight: [lbs_start] lbs

Last week's weight: [lbs_today][previous-instance] lbs

Weight Today (lbs)



**Advance
Rhode Island**

Clinical & Translational Research

Cite: U54GM115677



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Delivering health with care.®

THANK YOU!!!

LIFESPAN BIOSTATISTICS, EPIDEMIOLOGY, & RESEARCH DESIGN (BERD) CORE

CONTACT REDCAPSUPPORT@LIFESPAN.ORG FOR REDCAP QUESTIONS