



REDCap Training manual

Perinatal Mental Health Database

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REDCap Logging in

Logging in



- Please access <https://redcap.ucc.ie/>
- Use the blue button to log in.
- Use your affiliated account and password to access REDCap.



Log In



Click one of the buttons below to choose how you wish to log in to REDCap.

Log in using



-- OR --



Welcome to REDCap!

REDCap is a secure web platform for building and managing online databases and surveys. REDCap's streamlined process for rapidly creating and designing projects offers a vast array of tools that can be tailored to virtually any data collection strategy.

REDCap provides automated export procedures for seamless data downloads to Excel and common statistical packages (SPSS, SAS, Stata, R), as well as a built-in project calendar, a scheduling module, ad hoc reporting tools, and advanced features, such as branching logic, file uploading, and calculated fields.

Learn more about REDCap by watching a [brief summary video \(4 min\)](#). If you would like to view other quick video tutorials of REDCap in action and an overview of its features, please see the [Training Resources](#) page.

NOTICE: If you are collecting data for the purposes of human subjects research, review and approval of the project is required by your Institutional Review Board.

If you require assistance or have any questions about REDCap, please contact [Jerry Deasy](#).

REDCap Features

Build online surveys and databases quickly and securely in your browser - Create and design your project using a secure login from any device. No extra software required. Access from anywhere, at any time.

Fast and flexible - Go from project creation to starting data collection in less than one day. Customizations and changes are possible any time, even after data collection has begun.

Advanced instrument design features - Auto-validation, calculated fields, file uploading, branching/skip logic, and survey stop actions.

Diverse and flexible survey distribution options - Use a list of email addresses or phone numbers for your survey respondents and automatically contact them with personalized messages, and track who has responded. Or create a simple link for an anonymous survey for mass email mailings, to post on a website, or print on a flyer.

Data quality - Use field validation, branching/skip logic, and Missing Data Codes to improve and protect data quality during data entry. Open data queries to automatically identify and resolve discrepancies and other issues real-time.

Custom reporting - Create custom searches for generating reports to view aggregate data. Identify trends with built-in basic statistics and charts.

Export data to common analysis packages - Export your data as a PDF or as CSV data for easy analysis in SAS, Stata, R, SPSS, or Microsoft Excel.

Secure file storage and sharing - Upload and share any type of file with anyone in the world through the File Repository feature or Send-It tool. Also

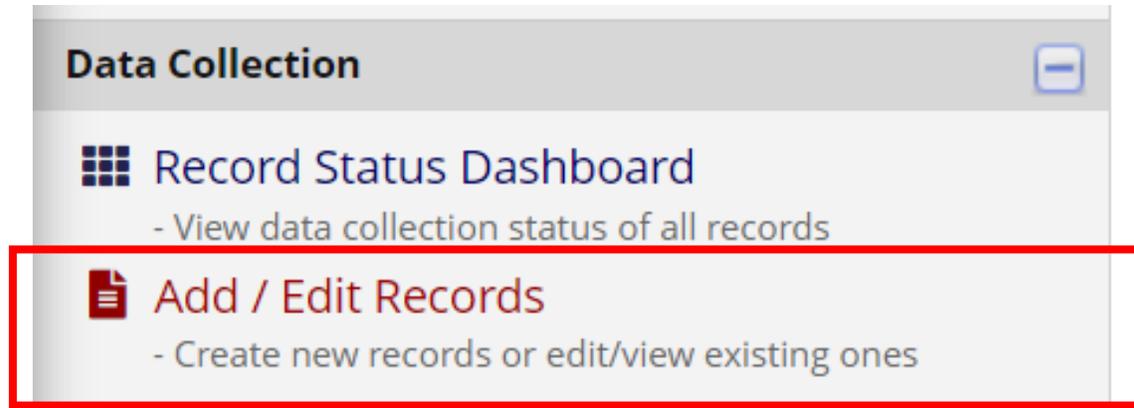


Redcap: Submitting individual cases

Adding a new case



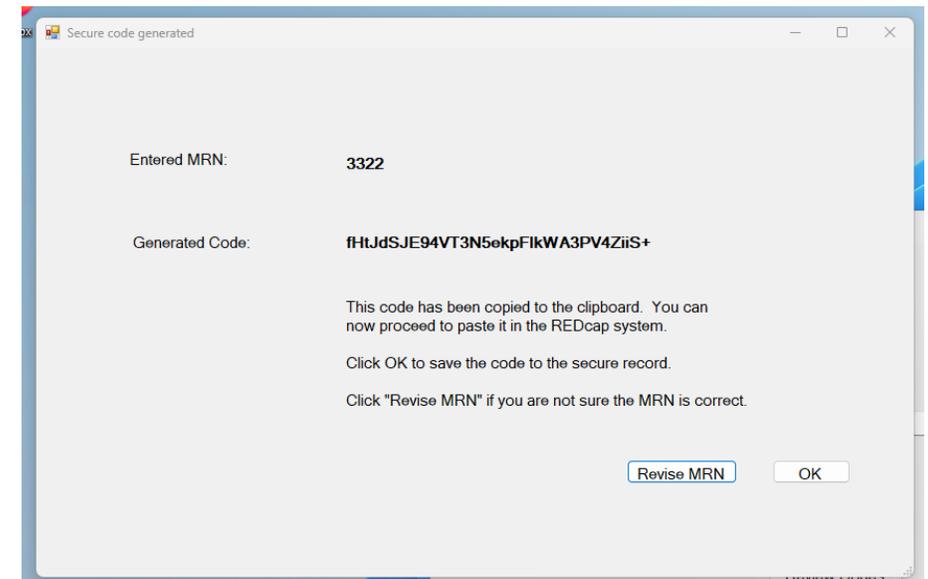
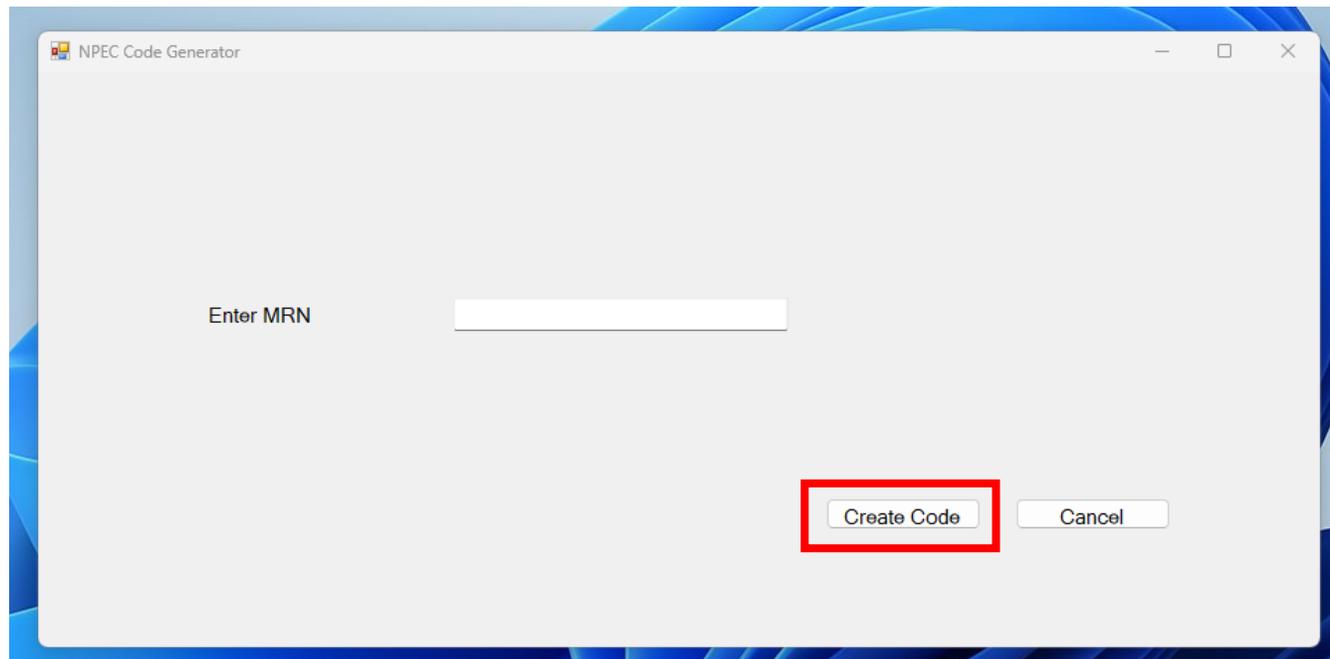
- To add a new case, click on “Add Record” on the left hand side menu and then click on the green button.



Adding a new case



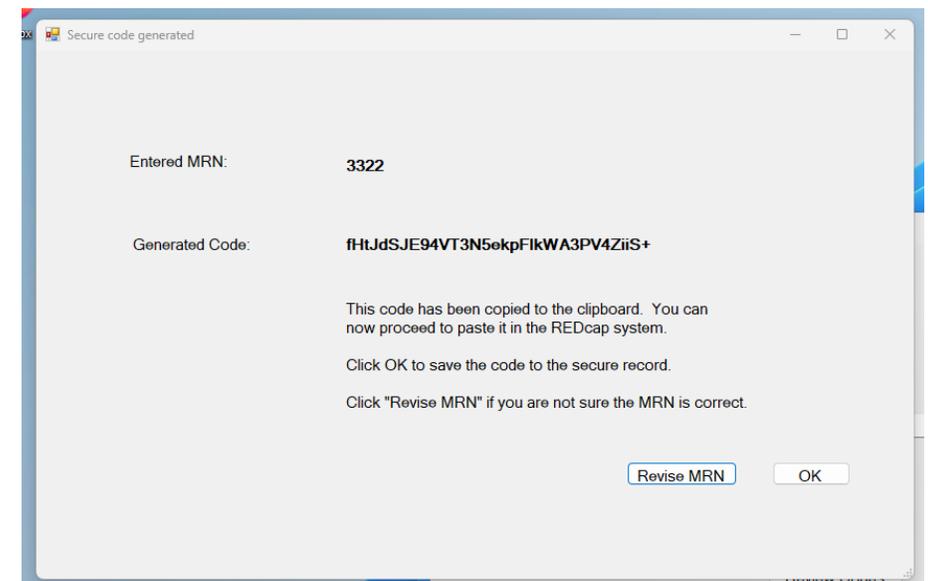
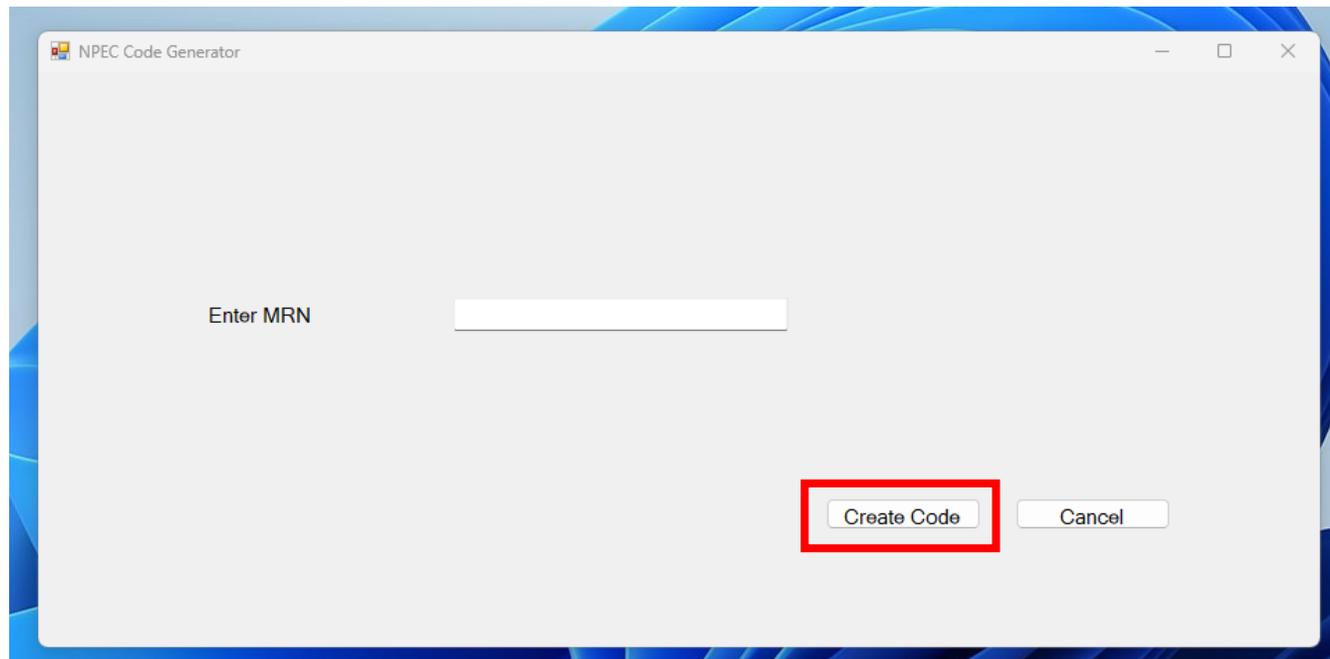
- Please now use the app provide. Enter the patient's MRN or patient identifier number and click on "Create code". The app will create an encrypted code that will be automatically copied into your clipboard.



Adding a new case



- Please now use the app provide. Enter the patient's MRN or patient identifier number and click on "Create code". The app will create an encrypted code that will be automatically copied into your clipboard.



Adding a new case



- Please paste the code into the box “Enter a new or existing PNMHnumber”. Please make sure “Arm 1: Patient Record” is selected.

NOTICE: This project is currently in Development status. **Real data should NOT be entered** until the project has been moved to Production status.

Total records: 17	
Choose an existing PNMHnumber	Arm 1: Patient record ▾ -- select record -- ▾
Enter a new or existing PNMHnumber	Arm 1: Patient record ▾ <input type="text"/>

Data Search	
Choose a field to search <small>(excludes multiple choice fields)</small>	All fields ▾
Search query <small>Begin typing to search the project data, then click an item in the list to navigate to that record.</small>	<input type="text"/>

Adding a new case



- A new case will be generated. Please select which form you want to fill in.

NEW PNMHnumber **NplpPGgiafr9vIFjOMRxHo4CxOUNipcL**

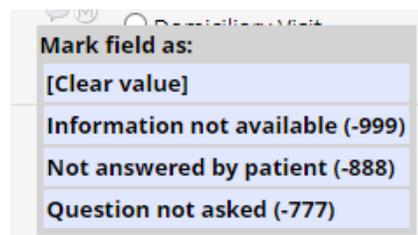
Arm 1: Patient record

<input type="checkbox"/> Data Collection Instrument	First visit	Subsequent visits	Discharge
First Visit	<input type="radio"/>		
Subsequent Visits		<input type="radio"/>	
Discharge			<input type="radio"/>

Completing the form

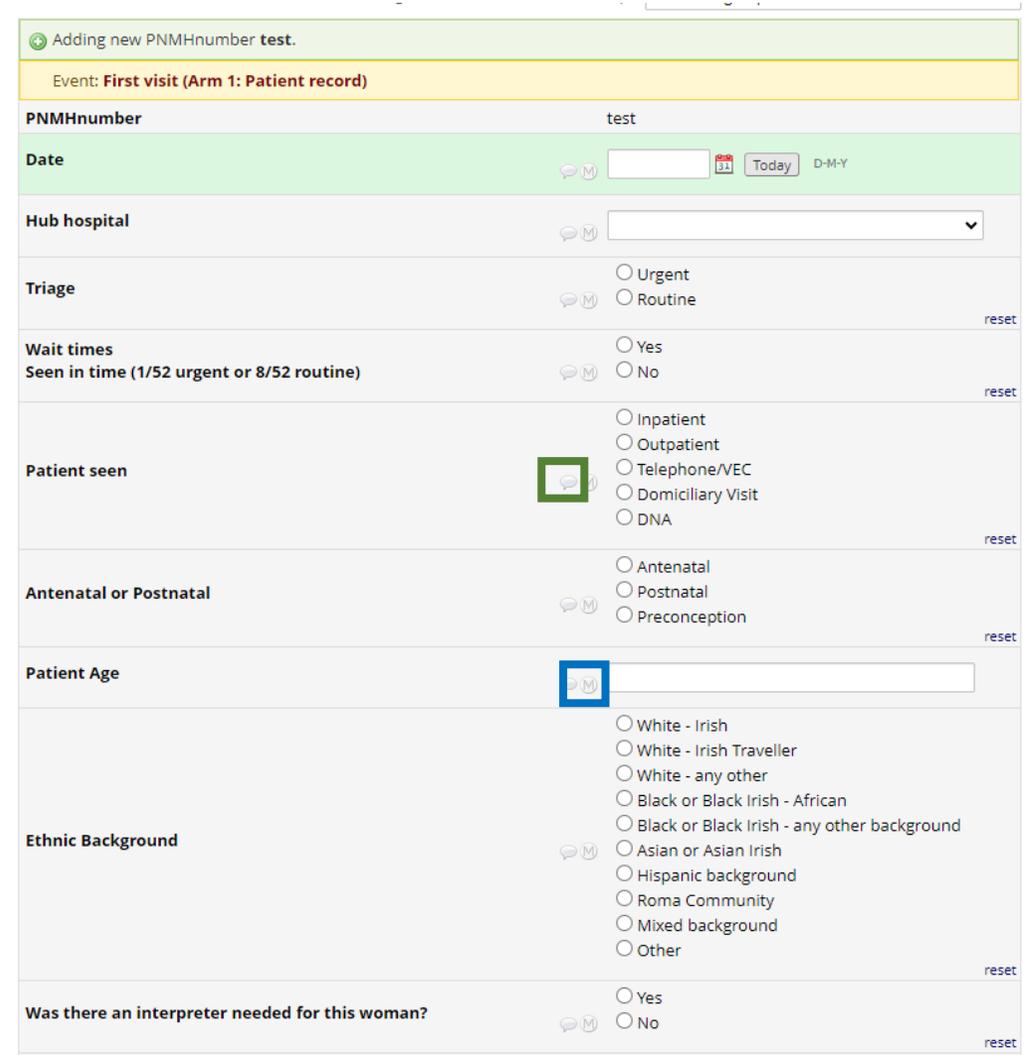


- You will then be able to fill in the form.
- If you need to leave us a comment, please use the button marked in green that appears in every question. 
- If the you do not have an answer for a question, please use the “M” button marked in blue for each relevant question and select the reason.



Mark field as:

- [Clear value]
- Information not available (-999)
- Not answered by patient (-888)
- Question not asked (-777)



Adding new PNMHnumber test.

Event: **First visit (Arm 1: Patient record)**

PNMHnumber test

Date Today D-M-Y

Hub hospital

Triage Urgent Routine

Wait times Yes No

Seen in time (1/52 urgent or 8/52 routine)

Patient seen Inpatient Outpatient Telephone/VEC Domiciliary Visit DNA

Antenatal or Postnatal Antenatal Postnatal Preconception

Patient Age

Ethnic Background White - Irish White - Irish Traveller White - any other Black or Black Irish - African Black or Black Irish - any other background Asian or Asian Irish Hispanic background Roma Community Mixed background Other

Was there an interpreter needed for this woman? Yes No

Submitting the form



- At the end of the form, you will be able to mark the form as “Incomplete”, “Unverified” or “Complete”
- To exit the form, please click “Save and exit form”

The screenshot shows a form submission interface. At the top, there is a yellow header labeled "Form Status". Below this, a grey bar contains the text "Complete?" followed by a dropdown menu currently set to "Complete". This entire bar is highlighted with a red border. Below the grey bar is a green section containing three buttons: "Save & Exit Form", "Save & Go To Next Record" (with a dropdown arrow), and "- Cancel -". At the bottom of the form is a light grey section with a button labeled "Delete data for THIS FORM only" and a note: "NOTE: To delete the entire record (all forms/events), see the record action drop-down at top of the [Record Home Page](#). Also, to delete all the data from THIS EVENT only, see the bottom row of the status table on the [Record Home Page](#)."

Searching for an existing case



- You can view or edit an existing records. Click on “Add / Edit Records”. At this stage, when you put the MRN number on the app provided, the app will generate the same code that it created the first time. Paste that code into the “Enter a new or existing PNMHnumber” and the existing case will appear in a dropdown menu.

Add / Edit Records

You may view an existing record/response by selecting it from the drop-down lists below. To create a new record/response, type a new value in the text box below and hit Tab or Enter. To quickly find a record without using the drop-downs, the text box will auto-populate with existing record names as you begin to type in it, allowing you to select it.

NOTICE: This project is currently in Development status. **Real data should NOT be entered** until the project has been moved to Production status.

Total records: 18

Choose an existing PNMHnumber	Arm 1: Patient record ▾ -- select record --
Enter a new or existing PNMHnumber	Arm 1: Patient record ▾ vIFJOMRxHo4CxOUNipcl NlpPGgiafr9vIFJOMRxHo4CxOUNipcl

Data Search

Choose a field to search <small>(excludes multiple choice fields)</small>	All fields ▾
Search query <small>Begin typing to search the project data, then click an item in the list to navigate to that record.</small>	<input type="text"/>

Searching for an existing case



- This will open all of the available forms for that particular patient. Please double check that you are entering data for the correct patient by checking the code.

Record Home Page

The grid below displays the form-by-form progress of data entered for the currently selected record. You may click on the colored status icons to access that form/event. If you wish, you may modify the events below by navigating to the [Define My Events](#) page.

Legend for status icons:

- Incomplete
- Incomplete (no data saved) [?](#)
- Unverified
- Complete
- Many statuses (all same)
- Many statuses (mixed)

Choose action for record ▼

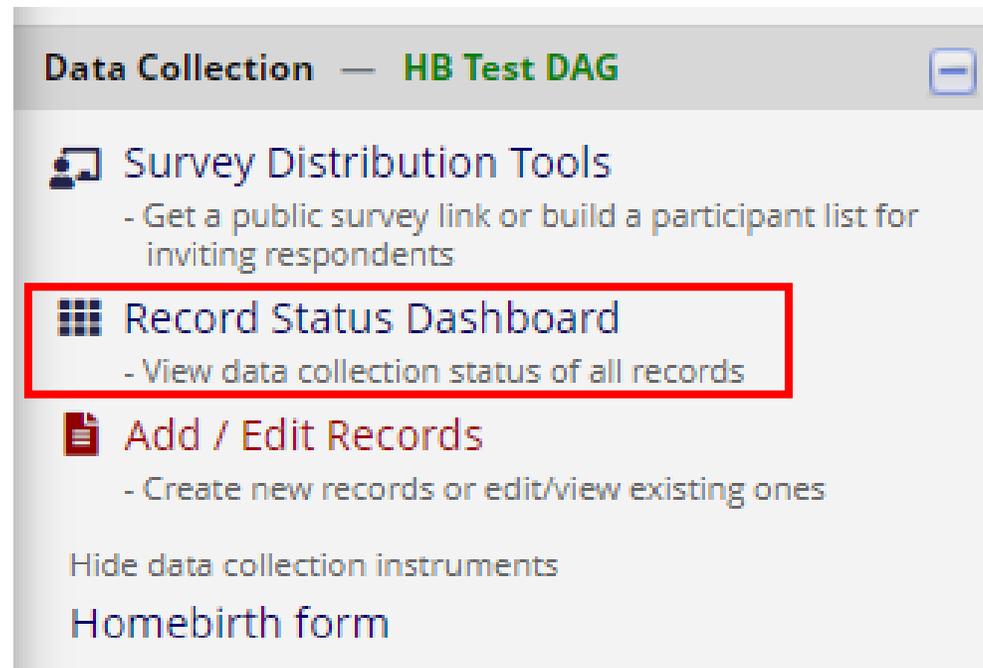
PNMHnumber **NplpPGgiafr9vIFjOMRxHo4CxOUNipcL**
Arm 1: Patient record

Data Collection Instrument	First visit	Subsequent visits	Discharge
First Visit			
Subsequent Visits			
Discharge			
Delete all data on event:			

Searching for an existing case



- To see your whole list of cases and instruments, click on “Record status dashboard” on the left hand side menu.



Searching for an existing case



- The “Record Status Dashboard” shows a list of all the cases entered and, in the case of this form. To view a form for an individual, please click on the relevant button.

PNMNumber	First visit	Subsequent visits	Discharge
	First Visit	Subsequent Visits	Discharge
/0YOC0g5o7>kWkESy8dOPMDkLWA>0fjg	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/07pzRY5JDbL1ySPNPe4ltouaeDFLf5k	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/4qg/YEjW2ItCHNva5wwTBrk6ibPwMo0	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
/7ipKWgPEj1Rc7FRwM7Ki0v3OHANb>HD	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/>aUY98wHN0VA/wCkrAUy6S4AUcwt6UV	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
/aqasKMT5uqNzuL0vgj3lXWWsPjaknQM	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
/AVRQ8z7mBK8bTMpRMAGwf8fkcjD/>i	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
/bfF8MkHjUYiOEAp4xGmXJQc1vKNTSRI	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/bHblrISj4Rdj4sp>5yLXdeybvGC2qtV	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/DPmnbJR8AdpWkEroTgrzjEsQBX9s>1O	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
/dygdjYg92aYGR5w9eQ/2kOSHvDu09r7	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/ElZAz5BRvnV7JomaSjTXFy6mLeoOupU	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/etfeaE>fiFAelgUhgue0Wnv521HROct	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
/Ev8tdMu54uLruhgvSjXs3RMO8mwORcx	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
/G7kVdwwgOwjVynf4>fDURsMjEidXSsW	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
/GRWHL3AE/TxZt/t6d1Z/rMTTPdQLSGc	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
/HCXyT6nQ0SCGw>E5AxCxhtn>lyqi>I0	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/I5qeTc5frG7lvbzGn>7nH5Q0>qGBEvG	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/jqMC6LZ87ILLtzRH3w3R>67vEwldtrK	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
/kmG>XidOipT1wCPp1esTl0Ecl7>/ZZ3	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/kZkBLtP>9h>bPwavF6ePlIfUDX6y8Dw	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/LIJAceYY3nkq2DIV9MKn4P/u97q8pER	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/MjCUMC6JE8uHkkcyRmwRIV0EvJtF>/J	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
/MjqzUXNkuB27WstMcNQFuDBNlvE7LpR	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
/n07oK9yvqiL3zF6nvaxQgGFq>PRvKCO	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Searching for an existing case



- The different colours show the status of the form.

Legend for status icons:

- | | |
|--|--|
|  Incomplete |  Incomplete (no data saved)  |
|  Unverified |  Partial Survey Response |
|  Complete |  Completed Survey Response |



Redcap: Submitting group work

Submitting group work



- To enter information on your group work, please click on “Add Edit Record” and change the dropdown to “Arm 2: Group work”. Then add a name to your group (e.g.: social skills march / psychoeducation)
- Please submit this information at the end of every group.

Please do not use a patient code to name your group, use your own reference (e.g. “Online antenatal class March” etc.)

NOTICE: This project is currently in Development status. Real data should NOT be entered until the project has been moved to Production status.

Total records: 18

Choose an existing PNMHnumber	Arm 2: Group work	-- select record --
Enter a new or existing PNMHnumber	Arm 2: Group work	<input type="text"/>

Data Search

Choose a field to search <small>(excludes multiple choice fields)</small>	All fields
Search query <small>Begin typing to search the project data, then click an item in the list to navigate to that record.</small>	<input type="text"/>

Submitting group work



- Please use the “group work attendance” form to record the amount of people attending each session of the group.

Data Collection Instrument	Group work Figures
Group work set up	
Group work attendance	 
Delete all data on event:	

Editing existing PNMHnumber test.

Event: Group work Figures (Arm 2: Group work)

PNMHnumber test

Month  

Year  

Hub hospital  

Group Work

Title  

Number of Sessions  

Amount of people signed up to the group  

Form Status

Complete?   Incomplete

Submitting group work



- To find your group, please go to Add/Edit Record and type in the name of your group. Please remember to switch the Arm tab to “Group work”

Total records: 2,627	
Choose an existing PNMHnumber	Arm 2: Group work ▾ -- select record -- ▾
Enter a new or existing PNMHnumber	Arm 2: Group work ▾ <input type="text"/>

Please do not use a patient code to name your group, use your own reference (e.g. “Online antenatal class March” etc.)

Submitting group work



- Please use the “group work attendance” form to record the amount of people that has attended the group session. This form needs to be filled in after every session of the group and it only captures date and number of attendees.

Data Collection Instrument	Group work Figures
Group work set up	
Group work attendance	
Delete all data on event: 	

 Editing existing PNMHnumber **test**. (Instance #1)

Event: Group work Figures (Arm 2: Group work)

PNMHnumber test

Date group session   Today D-M-Y

Number of people attended 

Form Status

Complete?  Incomplete

Save & Exit Form **Save & Stay**

Submitting group work



- To view all of the data from the groups. Please go back to “Record Status Dashboard” and click on “Arm 2: Group work”.

Displaying: [Instrument status only](#) | [Lock status only](#) | [All status types](#)

Arm 1: Patient records				Arm 2: Group work				Arm 3: Referrals			
PNMHnumber				First visit	Subsequent visits		Discharge				
				First Visit	Subsequent Visits		Discharge				
jtvH7lx70ZbCkWlnzz9GdBWOHw6u/yZo											



Redcap: Submitting referrals

Submitting referrals



- To enter information about referrals please click on “Add Edit Record” in the left side menu.

The screenshot displays the REDCap interface for a project named "Perinatal Mental Health" (PID 38). The user is logged in as tamara.escanuelasanchez@ucc.ie. The left sidebar contains a menu with the following sections:

- Project Home and Design
 - Project Home
 - Project Setup
 - Designer
 - Dictionary
 - Codebook
 - Project status: Development
- Data Collection
 - Record Status Dashboard
 - Add / Edit Records** (highlighted with a red box)
- Applications
 - Project Dashboards
 - Alerts & Notifications
 - Multi-Language Management
 - Calendar
 - Data Exports, Reports, and Stats
 - Data Import Tool
 - Data Comparison Tool
 - Logging and Email Logging
 - Field Comment Log
 - File Repository
 - User Rights and DAGs
 - Data Quality
 - REDCap Mobile App

The main content area shows the project status as "Development" with "Completed steps 0 of 8". The "Main project settings" section includes:

- Enable Use surveys in this project? [?]
- Disable Use longitudinal data collection with defined events? [?]
- Enable Use the MyCap participant-facing mobile app? [Learn more about MyCap]
- Modify project title, purpose, etc.

The "Design your data collection instruments" section includes:

- Go to or
- Explore the
- Have you checked the [Check For Identifiers](#) page to ensure all identifier fields have been tagged?
- Learn how to use

The "Define your events and designate instruments for them" section includes:

- Go to or

Submitting referrals



- Please change the dropdown to “Arm 3: Referrals”. Then add the month year and unit (e.g.: January 2024 CUMH) to the “Enter new or existing PNMHnumber box”.
- Please do not use a patient code here.
- Please submit this information at the end of every month.

NOTICE: This project is currently in Development status. **Real data should NOT be entered** until the project has been moved to Production status.

Total records: 3

Choose an existing PNMHnumber	Arm 3: Referrals ▼	-- select record -- ▼
Enter a new or existing PNMHnumber	Arm 3: Referrals ▼	<input type="text"/>

Data Search

Choose a field to search <small>(excludes multiple choice fields)</small>	All fields ▼
Search query <small>Begin typing to search the project data, then click an item in the list to navigate to that record.</small>	<input type="text"/>



Submitting referrals

- Please select “Referrals” and fill in the form. Please click Save and Exit when completed.

NEW PNMHnumber test
Arm 3: Referrals

Data Collection Instrument	Referrals
Referrals	<input type="radio"/>
Triage	<input type="radio"/>

Referrals Data Access Group: [No Assignment] ?

Editing existing PNMHnumber test.

Event: Referrals (Arm 3: Referrals)

PNMHnumber test

Hospital * must provide value

Month

Year

Total referrals for the month

Total accepted for the month

Total declined for the month [View equation](#)

Form Status

Complete?

NOTE: To delete the entire record (all forms/events), see the record action drop-down at top of the [Record Home Page](#). Also, to delete all the data from THIS EVENT only, see the bottom row of the status table on the [Record Home Page](#).

Submitting referrals



- To view all of the referrals forms. Please go back to “Record Status Dashboard” and click on “Arm 3: Referrals” tab.

Displaying: [Instrument status only](#) | [Lock status only](#) | [All status types](#)

Arm 1: Patient record	Arm 2: Group work	Arm 3: Referrals	
PNMHnumber	First visit	Subsequent visits	Discharge
	First Visit	Subsequent Visits	Discharge
jtvH7lx70ZbCkWIInzz9GdBWOHw6u/yZo			



Redcap: Recording triages

Submitting triages



- To enter information about referrals please click on “Add Edit Record” in the left side menu.

The screenshot displays the REDCap interface for a project named "Perinatal Mental Health" (PID 38). The user is logged in as tamara.escanuelasanchez@ucc.ie. The interface is divided into several sections:

- Left Sidebar:** Contains navigation options such as "My Projects", "REDCap Messenger", "Contact REDCap administrator", "Project Home and Design", "Data Collection", "Record Status Dashboard", and "Applications". The "Add / Edit Records" option is highlighted with a red box.
- Top Bar:** Shows the current data access group as "[No Assignment]" and a "Switch" button.
- Project Home:** Includes buttons for "Project Home", "Project Setup", "Other Functionality", and "Project Revision History".
- Project Status:** Indicates the project is in "Development" and that 0 out of 8 steps are completed.
- Main project settings:** A section with a "Not started" status, containing toggle switches for "Use surveys in this project?", "Use longitudinal data collection with defined events?", and "Use the MyCap participant-facing mobile app?".
- Design your data collection instruments:** A section with a "Not started" status, providing instructions on how to add or edit fields and links to "Online Designer" and "Data Dictionary".
- Define your events and designate instruments for them:** A section with an "In progress" status, providing instructions on how to create events and links to "Define My Events" and "Designate Instruments for My Events".

Submitting triages



- Please change the dropdown to “Arm 3: Referrals”.
- Add the patient code that you will obtain by using the coding app into the “enter a new or existing PNMH Number” box

- Click enter

NOTICE: This project is currently in Development status. **Real data should NOT be entered** until the project has been moved to Production status.

Total records: 3

Choose an existing PNMHnumber	Arm 3: Referrals ▼	-- select record -- ▼
Enter a new or existing PNMHnumber	Arm 3: Referrals ▼	<input type="text"/>

Data Search

Choose a field to search <small>(excludes multiple choice fields)</small>	All fields ▼
Search query <small>Begin typing to search the project data, then click an item in the list to navigate to that record.</small>	<input type="text"/>

Submitting triages



- Please select the form “Triage” and fill in the data for the triaged patient.
- If the patient is discharged at triage, no more information is necessary.
- If the patient is accepted after triage, please fill in a “Frist Visit” form for that patient on the day of her first appointment.

NEW PNMHnumber test

Arm 3: Referrals

<input type="checkbox"/> Data Collection Instrument	Referrals
Referrals	<input type="radio"/>
Triage	<input checked="" type="radio"/>



Redcap: Using your data – reports and dashboards



Using reports

- To view your data, reports can be generated for you. These will display the data on tabular format, and you can choose which variables to display. To access them, look for the Reports list on the left hand side menu, this list will only display the reports that you have access to. Select the report that you would like to view.

The screenshot shows a web application interface. On the left, there is a 'Reports' sidebar menu with a search bar and 'Organize' and 'Edit' buttons. The menu lists '2025' with three sub-items: '1) First visits - 2025', '2) Subsequent visits - 2025', and '3) Discharge - 2025'. The main content area displays the details for the 'First visits - 2025' report. At the top, it shows 'Number of results returned: 422', 'Total number of records queried: 6,867', and 'Report execution time: 2 seconds'. Below this are buttons for 'Stats & Charts', 'Export Data', 'Print Page', and 'Edit Report'. A 'Live filters' section shows 'Month appointment' and a dropdown for '[Seen by / appointment with]'. The report title is 'First visits - 2025' and the description states 'This report includes data on all first visits for 2025.' A note says 'To ensure that all patients are displayed correctly in this report, please make sure the data field name is correct.' and 'Live filters include patient seen by and month'. A table is partially visible with columns: 'PNMHnumber (record_id)', 'Event Name (redcap_event_name)', 'Repeat Instrument (redcap_repeat_instrument)', 'Repeat Instance (redcap_repeat_instance)', and 'Hospital unit'. A dropdown menu is open for the '[Seen by / appointment with]' filter, listing various roles like 'PMH Perinatal Mental Health Midwife / Clinical Midwife Specialist', 'CNSMH Clinical Nurse Specialist Mental Health', 'AMP Advanced midwife practitioner', 'ANP Advanced nurse practitioner', 'Perinatal Consultant/NCHD', 'Psychology', 'Occupational Therapy', 'MH Social Work', and 'Other, please specify {other_seen_by} (blank value)'. It also lists 'Missing Data Codes: Information not available, Not answered by patient, Question not asked'.



Using reports

- The report will look like this (dummy data for demonstration only).

Search Table not displaying

Label	Event Name	Repeat Instrument	Repeat Instance	Age	BMI	Fertility Treatment	Public/Private/Semi-Private	Ethnic Group	Parity	Completed gestational weeks	Does the woman smoke?	Does the woman drink alcohol?	Is there documented history of drug abuse or attendance at a drug rehabilitation unit?	Onset of Labour	Method of Induction	Category of Pregnancy	Delivery Method	Pain Relief
label	redcap_event_name	redcap_repeat_instrument	redcap_repeat_instance	age	bmi	fertility_treatment	publicprivate	ethnic_group	parity	ega_completed_weeks	smoking_status	does_the_woman_drink_alcohol?	is_there_documented_history_of_drug_abuse_or_attendance_at_a_drug_rehabilitation_unit	onset_of_labour	method_of_induction	category_of_pregnancy	delivery_method	Entonox pain relief_1
PH100058	Event 1 (Arm 1: Arm 1)			30	26.13	No (2)	Public (1)	White Irish (1)	multiparous (2)	30	No (2)	No (2)	No (2)	Spontaneous (1)		Single Cephalic (1)	SVD (1)	Unchecked (0)
PH100154	Event 1 (Arm 1: Arm 1)			32	38.56	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (2)	No (2)	No (2)	Spontaneous (1)		Single Cephalic (1)	SVD (1)	Unchecked (0)
PH100155	Event 1 (Arm 1: Arm 1)			32	33.77	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (2)	No (2)	No (2)	Induced (2)		Single Cephalic (1)	Ventouse (2)	Unchecked (0)
PH100279	Event 1 (Arm 1: Arm 1)			34	22.61	No (2)	Public (1)	Other including mixed background (8)	multiparous (2)	39	No (2)	No (2)	No (2)	Elective LSCS (3)		Single Breech (2)	Caesarean Section (4)	Unchecked (0)
PH100648	Event 1 (Arm 1: Arm 1)			40	21.16	No (2)	Public (1)	White Irish (1)	multiparous (2)	39	No (2)	No (2)	No (2)	Induced (2)		Single Cephalic (1)	SVD (1)	Unchecked (0)
PH100760	Event 1 (Arm 1: Arm 1)			22	22.5	No (2)	Public (1)	White Irish (1)	Nulliparous (1)	35	No (2)	No (2)	No (2)	Spontaneous (1)		Single Cephalic (1)	Forceps (3)	Unchecked (0)
PH100865	Event 1 (Arm 1: Arm 1)			26	26.1	No (2)	Public (1)	White Irish (1)	Nulliparous (1)	39	No (2)	No (2)	No (2)	Induced (2)		Single Cephalic (1)	Forceps (3)	Unchecked (0)

Using Stats and Charts



- To view your variables in a graphic way (stats and charts), please click on Stats and Charts.

Number of results returned: **63**

Total number of records queried: 7010

(*records* = total available data across all designated events)

Report execution time: 0.5 seconds



Export Data

Print Page

Edit Report

Individual

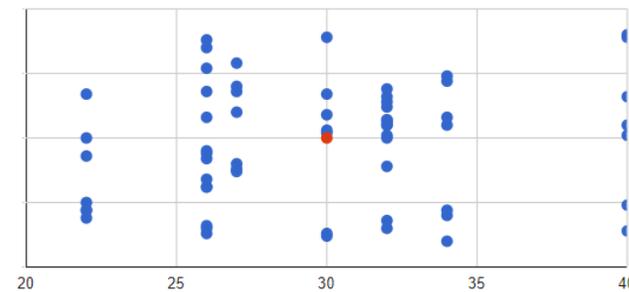
Label	Event Name redcap_event_name	Repeat Instrument redcap_repeat_instrument	Repeat Instance redcap_repeat_instance	Age age	BMI bmi	Fertility Treatment fertility_treatment	Public/Private/Semi-Private publicprivate	Ethnic Group ethnic_group	Parity parity	Completed gestational weeks ega_completed_weeks	Do the won smo smo_stat
PH100058	Event 1 (Arm 1: Arm 1)			30	26.13	No (2)	Public (1)	White Irish (1)	multiparous (2)	30	No (
PH100154	Event 1 (Arm 1: Arm 1)			32	38.56	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (
PH100155	Event 1 (Arm 1: Arm 1)			32	33.77	No (2)	Public (1)	White Irish (1)	multiparous (2)	37	No (
								Other			

Age (age) [Refresh Plot](#)

Total Count (N)	Missing*	Unique	Min	Max	Mean	StDev	Sum	Percentile						
								0.05	0.10	0.25	0.50 Median	0.75	0.90	0.95
63	0 (0.0%)	7	22	40	29.89	5.08	1883	22	22.80	26	30	32	38.80	40

Lowest values: 22, 22, 22, 22, 22

Highest values: 40, 40, 40, 40, 40



Download image

BMI (bmi) [Refresh Plot](#)

Total Count (N)	Missing*	Unique	Min	Max	Mean	StDev	Sum	Percentile						
								0.05	0.10	0.25	0.50 Median	0.75	0.90	0.95
63	0 (0.0%)	9	18.97	38.56	26.32	5.96	1657.9	18.97	19.41	22.50	26.10	27.04	37.60	38.56

Lowest values: 18.97, 18.97, 18.97, 18.97, 18.97

Highest values: 38.56, 38.56, 38.56, 38.56, 38.56

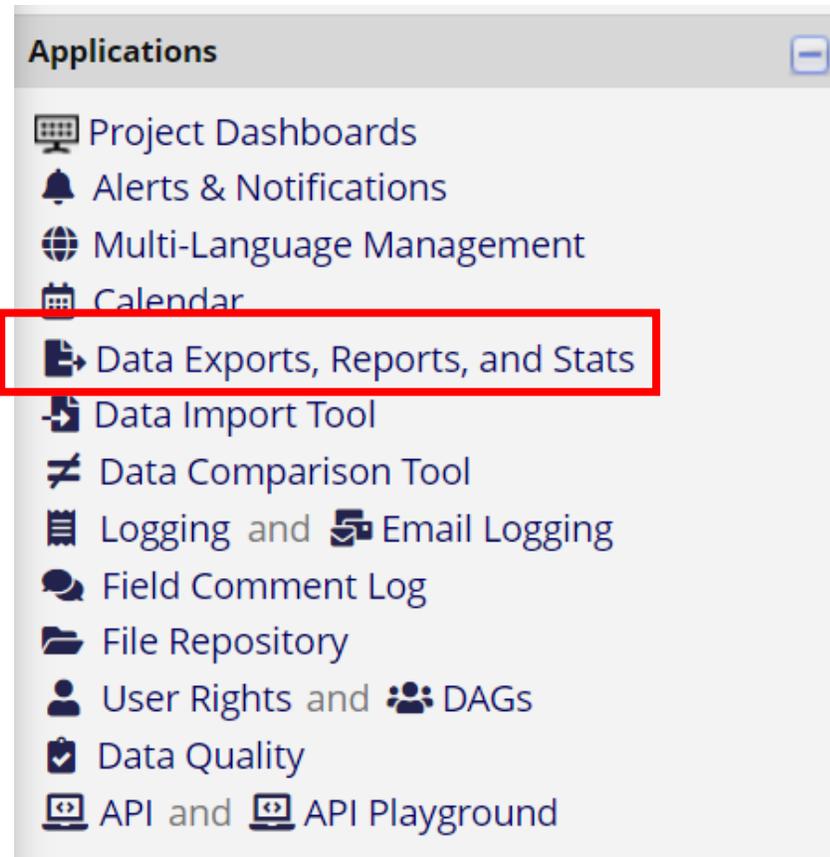


Redcap: exporting data

Exporting data



- To export your data, click on “Data exports, Reports and Stats”



Exporting data



- You can export All data or data from a particular Report. In this window, you will only see the reports you have access to.

My Reports & Exports						
	Report name	View/Export Options	Management Options	Report ID [?] (auto-generated)	Unique report name (auto-generated)	
A	All data (all records and fields)	View Report Export Data Stats & Charts				
B	Selected instruments and/or events (all records)	Make custom selections				
1	Individual	View Report Export Data Stats & Charts	Edit Copy Delete	5	R-555JJ9RJYX	
2	CUMH	View Report Export Data Stats & Charts	Edit Copy Delete	13	R-186PANFNJN	
3	MPSS	View Report Export Data Stats & Charts	Edit Copy Delete	30	R-976P9TMR9M	
4	TippUH	View Report Export Data Stats & Charts	Edit Copy Delete	15	R-939L8C4NMJ	
5	UHK	View Report Export Data Stats & Charts	Edit Copy Delete	16	R-653EHC9Y3W	
6	Ireland South Group	View Report Export Data Stats & Charts	Edit Copy Delete	17	R-3767FFYNN3	
7	Ireland East	View Report Export Data Stats & Charts	Edit Copy Delete	21	R-449E7LKRCL	
8	Dublin Midlands	View Report Export Data Stats & Charts	Edit Copy Delete	22	R-562HRCLCJD	
9	RCSI Hospital	View Report Export Data Stats & Charts	Edit Copy Delete	26	R-1644JNL8MX	
10	Saolta	View Report Export Data Stats & Charts	Edit Copy Delete	31	R-192R9MDCTW	
11	UMHL	View Report Export Data Stats & Charts	Edit Copy Delete	27	R-224KLEYLMA	
12	Monthly Figures - CUMH	View Report Export Data Stats & Charts	Edit Copy Delete	32	R-443WYL389R	
	+ Create New Report					



Exporting data

- You can download your data in different formats, select the one that works for you and follow the instructions.

the best and quickest way. However, if you want to view or export data from only specific instruments (or events) on the fly, then Report R is the best

Exporting "All data (all records and fields)"

Select your export settings, which includes the export format (Excel/CSV, SAS, SPSS, R, Stata) and if you wish to perform de-identification on the data set.

Choose export format

-  CSV / Microsoft Excel (raw data)
-  CSV / Microsoft Excel (labels)
-  SPSS Statistical Software
-  SAS Statistical Software
-  R Statistical Software
-  Stata Statistical Software
-  CDISC ODM (XML)

De-identification options (optional)

The options below allow you to limit the amount of sensitive information that you are exporting out of the project. Check all that apply.

Known Identifiers:

- Remove All Identifier Fields (tagged in Data Dictionary)
- Hash the Record ID field (converts record name to an unrecognizable value)

Free-form text:

- Remove unvalidated Text fields (i.e. Text fields other than dates, numbers, etc.)
- Remove Notes/Essay box fields

Date and datetime fields:

- Remove all date and datetime fields
- OR —
- Shift all dates by value between 0 and 364 days (shifted amount determined by algorithm for each record) [What is date shifting?](#)

[Deselect all options](#)

Advanced data formatting options

Export blank values for gray Form Status?
All Form Status fields with a gray status icon can be exported either as a blank value or as "0" (Incomplete). Hint: Blank values are recommended if the data will be imported back into REDCap, in which this preserves the gray status icons for all the imported records.

Export gray Form Status fields with value of "0"

Set CSV delimiter character
Set the delimiter used to separate values in the CSV data file (only valid for CSV Raw Data and CSV Labels export formats):

Force all numbers into a specified decimal format?
You may choose to force all data values containing a decimal to have a specified decimal character (comma or period/full stop). This will be applied to all calculations and number-validated text values in the export file.

Use fields' native decimal format (default)

NOTE: Your data formatting selections above will be remembered in the future and will be pre-selected upon your next export.

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THANK YOU



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