



Double Data Entry in REDCap

Paul Litwin - plitwin@fredhutch.org
Fred Hutchinson Cancer Research Center



Double Data Entry







❑ How it works

- ❑ Admin has to enable project for double data entry
- ❑ Designate one user or role to serve as **data entry 1**
 - ❑ "--1" suffix is appended to end of subject id
 - ❑ DE 1 users only see "--1" records
- ❑ Designate one user or role to serve as **data entry 2**
 - ❑ "--2" suffix is appended to end of subject id
 - ❑ DE 2 users only see "--2" records
- ❑ A **third user** (who is not a member of Data Entry 1 or 2 roles) but with rights to the Data Comparison Tool reconciles records using this tool which creates third copy of record (with no suffix)
- ❑ When exporting data, need to filter out "--1" and "--2" version of records

Double Data Entry









❑ What DE1 User sees

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

Subject Id	Study Identifier	Baseline Survey	Baseline	Follow-up
1				
2				

❑ What DE2 User sees

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

Subject Id	Study Identifier	Baseline Survey	Baseline	Follow-up
1				
2				

❑ What other users see

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

Subject Id	Study Identifier	Baseline Survey	Baseline	Follow-up	Follow-up Comments
1--1					
1--2					
2--1					
2--2					

DDE Reconciliation

Applications

Label (field name)	Form Name	Choose one of the existing values or enter a new value
1. W	red (7)	yellow (2)

RECORD CREATED!
Record 3 has now been created by merging the values you selected from records 3--1 and 3--2.

Merge Records [Cancel](#)

ed below. If you
ll take you to that
[merge them.](#)

DDE – Exporting Data

- ❑ Add following filter to report you use to export data

STEP 3 [How to use filters and AND/OR logic](#)

 **Filters (optional)** **Operator / Value**

Filter 1	record_id "Subject Id" 		does not con 	-- 	
----------	--	--	--	--	---

Thank you!



redcap@fredhutch.org
Fred Hutchinson Cancer Research Center