

REDCap – Repeating Events

- Before enabling the repeating event functionality, first build all of your forms in either the Online Designer or Data Dictionary and then create your events and designate your forms to your events.
- Once all forms have been built and designated to the appropriate events, navigate to the Project Setup page. Under “Enable optional modules and customizations,” select the Enable button next to “Repeatable instruments and events.”



Optional

Enable optional modules and customizations

- Repeating instruments and events ?

✔ Auto-numbering for records ?

- Scheduling module (longitudinal only) ?

- Randomization module ?

- Designate an email field to use for invitations to survey participants ?

- A window will pop up where you will select the event(s) that you want to repeat. You also have the option of repeating instruments within the events. Finally, if you are repeating instruments, you can pipe in field(s) from that instrument to create a custom label for each repeat instance on the Record Home Page (not shown in the screenshot below). When finished, select “Save.”

Repeatable instruments and events ✕

An excellent way to collect repeating data in REDCap is to use repeatable instruments and/or repeatable 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 (select instruments to repeat)	Custom label for repeating instruments (optional) 🔗 Example: [visit_date], [weight] kg
Screening Visit	-- not repeating --	<input type="checkbox"/> Baseline Questionnaire <input type="checkbox"/> Vitals	<input style="width: 100%;" type="text"/> <input style="width: 100%;" type="text"/>
✔ Follow-Up Visit	Repeat Entire Event (repeat	<input checked="" type="checkbox"/> Vitals <input checked="" type="checkbox"/> Follow-Up Form	<input style="width: 100%; border-bottom: 1px solid #ccc;" type="text" value="W"/> <input style="width: 100%; border-bottom: 1px solid #ccc;" type="text" value="W"/>
Final Visit	-- not repeating --	<input type="checkbox"/> Vitals <input type="checkbox"/> Close-Out Form	<input style="width: 100%;" type="text"/> <input style="width: 100%;" type="text"/>

- You have now successfully enabled the repeating event functionality. The Record Home Page will display the repeating events as shown in the table on the next page.

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.

[Choose action for record](#) ▾

Legend for status icons:

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

✔ Record ID 1 successfully edited

Record ID 1

Data Collection Instrument	Screening Visit	Follow-Up Visit (#1)	(#2)	+ Add new (#3)	Final Visit
Baseline Questionnaire					
Vitals					
Follow-Up Form					
Close-Out Form					

- In order to add a new instance of your repeating event, you can click the “Add new” button above the final instance (in this example, #3).