

How do I rename fields?

My project is in production, but I want to change the field names, so our codebook is accurate.

Once a project is in production, we do not recommend changing the field names because it can easily result in a loss of data. If you use a statistical program to clean or analyze data, a safe alternative is to rename the data in your statistical program.

If you would like to change the variable names in your production project in REDCap, you will need to create new variables with the correct names. Then export the data, rename the variables in the CSV file, then import the data to the new variables with the correct names. Once you have reviewed your changes and confirmed that no data has been lost, delete the fields with the incorrect variable names.