

Frequently Asked Question (FAQ) Library

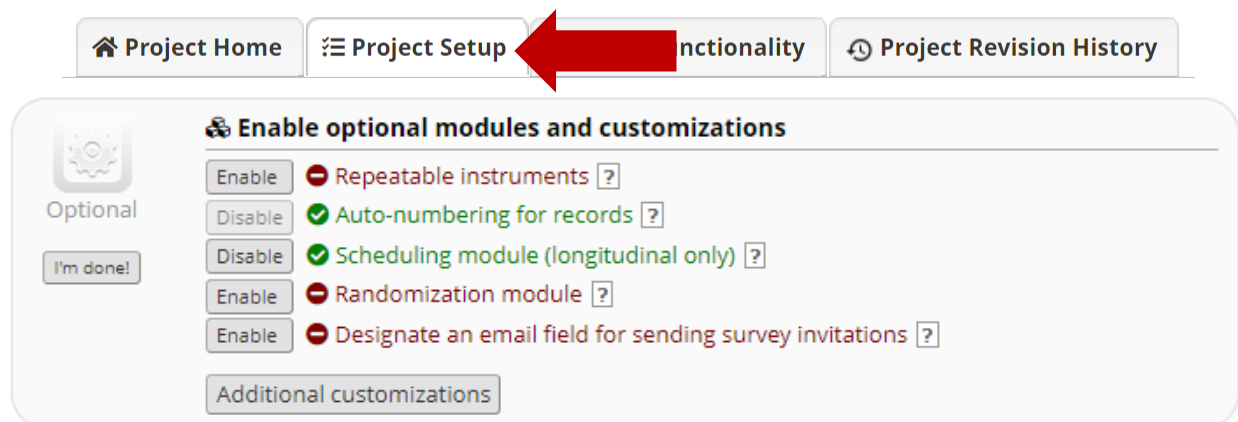
How do I set up a repeating form?

With REDCap, you can repeat a data collection form (i.e. instrument) or an entire event an unlimited number of times without having to pre-specify the amount needed.

This FAQ will describe how to create a repeating form which allows you to repeat a given form as a single unit. To learn more about repeating sets of forms, please refer to [FAQ: REPEATING EVENTS](#).

To create a repeating instrument:

1. After you have built your instrument, go to the '**Project Setup**' page. Under '**Enable optional modules and customizations**' click '**Enable**' next to '**Repeatable instruments**'.



Project Home | Project Setup | Functionality | Project Revision History

Enable optional modules and customizations

Optional

I'm done!

Enable Repeatable instruments ?

Disable Auto-numbering for records ?

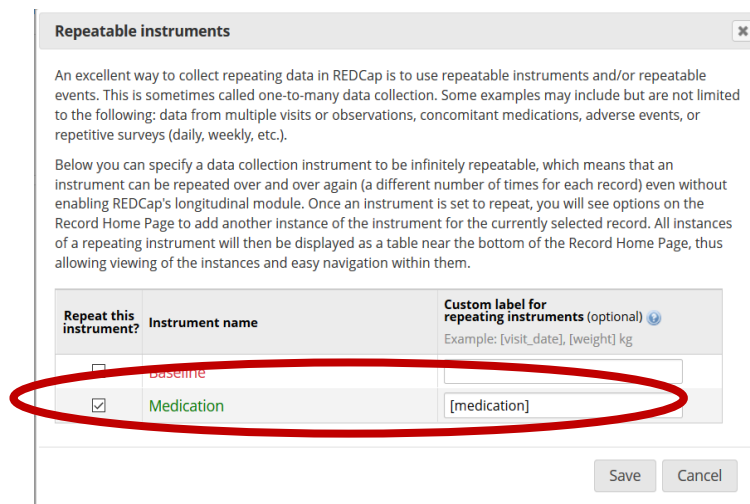
Disable Scheduling module (longitudinal only) ?

Enable Randomization module ?

Enable Designate an email field for sending survey invitations ?

Additional customizations

2. In the window that appears, select the instrument(s) that you want to repeat.



Repeatable instruments

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 to be infinitely repeatable, which means that an instrument can be repeated over and over again (a different number of times for each record) even without enabling REDCap's longitudinal module. 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.

Repeat this instrument?	Instrument name	Custom label for repeating instruments (optional) <small>Example: [visit_date], [weight] kg</small>
<input type="checkbox"/>	baseline	
<input checked="" type="checkbox"/>	Medication	[medication]

Save Cancel

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- a. To differentiate repeat instances, you can pipe fields from within the instrument into a custom label for each instance.
3. When finished, select **'Save.'**
4. You have now successfully enabled the repeating instrument functionality. The Record Home Page will display the repeating instrument(s) below the main instrument list with the custom label (in this example it is the medication name).

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.



[Choose action for record](#)

Legend for status icons:



-  Incomplete
-  Incomplete (no data saved) ?
-  Unverified
-  Partial Survey Response
-  Complete
-  Completed Survey Response
-  Many statuses (mixed)
-  Many statuses (all same)


Record ID 1 successfully edited

Record ID 1

Data Collection Instrument	Status
Baseline	
Medication (survey)	

Repeating Instruments

Medication	
1	 Aspirin 81 MG Delayed Release Oral Tablet [Ecotrin]
2	 Pravastatin Sodium 80 MG [Pravachol]
+ Add new	

5. To add a new instance of your repeating instrument, click the  icon next to the stacked bubbles in the first table or click the **'Add new'** button below the list of repeating instruments in the second table.