

Frequently Asked Question (FAQ) Library

Can I include multiple language translations in my project?

Yes, REDCap includes the functionality to display REDCap webpages in multiple languages.

There are two primary components for each language:

1. User interface language:

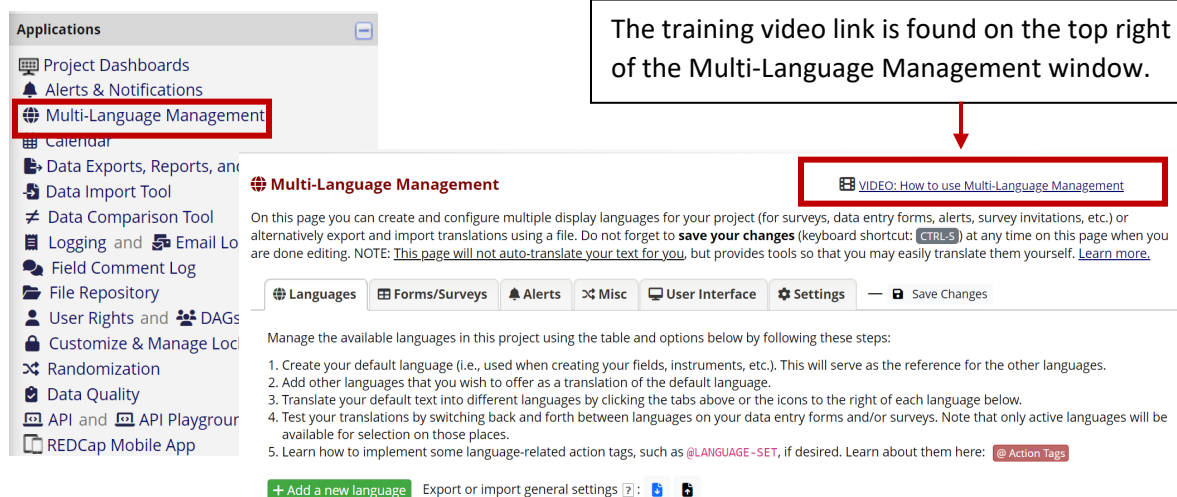
- Translation of the standardized REDCap messages and prompts that are common to ALL REDCap project and are encountered when entering data. Examples include: 'Next Page', 'Submit', 'Save & Exit Form'. This can be done automatically by using available translations through REDCap.

2. Project-specific language:

- Translation of the content specific to your project including data dictionary items (*e.g. questions/field labels, choice labels*), survey settings (*e.g. survey title, survey instructions*), survey queue custom message, ASI, alert message subjects and contents, etc. This must be done manually or through a language file import.

To learn how to use the Multi-Language Management feature:

Access the Multi-Language Management feature in the left navigation menu.



The training video link is found on the top right of the Multi-Language Management window.

[VIDEO: How to use Multi-Language Management](#)

On this page you can create and configure multiple display languages for your project (for surveys, data entry forms, alerts, survey invitations, etc.) or alternatively export and import translations using a file. Do not forget to **save your changes** (keyboard shortcut: **CTRL-S**) at any time on this page when you are done editing. NOTE: This page will not auto-translate your text for you, but provides tools so that you may easily translate them yourself. [Learn more.](#)

[Languages](#) [Forms/Surveys](#) [Alerts](#) [Misc](#) [User Interface](#) [Settings](#) [Save Changes](#)

Manage the available languages in this project using the table and options below by following these steps:

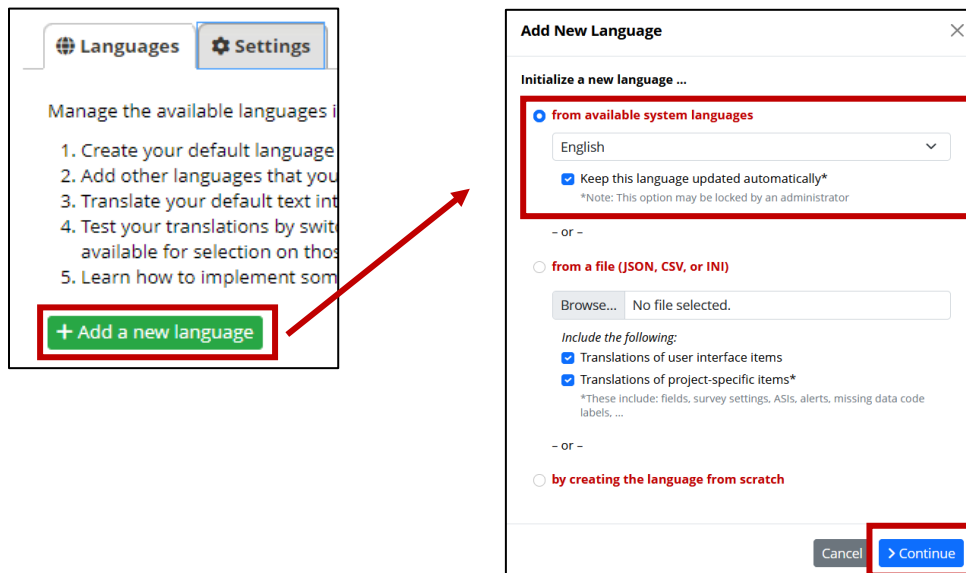
1. Create your default language (i.e., used when creating your fields, instruments, etc.). This will serve as the reference for the other languages.
2. Add other languages that you wish to offer as a translation of the default language.
3. Translate your default text into different languages by clicking the tabs above or the icons to the right of each language below.
4. Test your translations by switching back and forth between languages on your data entry forms and/or surveys. Note that only active languages will be available for selection on those places.
5. Learn how to implement some language-related action tags, such as `@LANGUAGE-SET`, if desired. Learn about them here: [@ Action Tags](#)

[+ Add a new language](#) Export or import general settings [?](#) [f](#) [s](#)

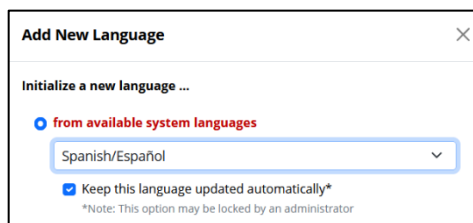
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To set up the Multi-Language Management:

1. Access the Multi-Language Management feature in the left navigation menu.
2. Add the default (primary) language to your project.



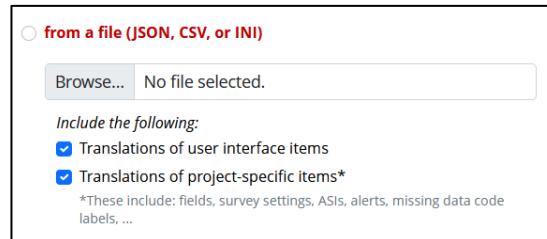
3. Add the second language.
 - a. There are 3 options for adding a new language (*from an available system language, from a file, or by creating the language from scratch*). **Select one:**
 1. **Option 1:** Initializing from available MLM system languages. Use this option if you need to translate user interface items.



- a. When using this option, the system language in the dropdown menu will include the user interface translations of the language imported from the REDCap consortium library.

Pro Tip: If the language that you need is not available, contact your REDCap support team. They may be able to import the language from the REDCap consortium language library.

2. **Option 2:** Importing from an existing file (.csv, .json, .ini).



from a file (JSON, CSV, or INI)

Browse... No file selected.

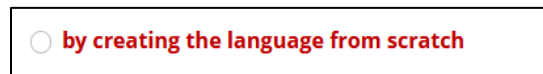
Include the following:

- Translations of user interface items
- Translations of project-specific items*

*These include: fields, survey settings, ASIs, alerts, missing data code labels, ...

- a. If you exported the translation from another project, use this option to import the translation.

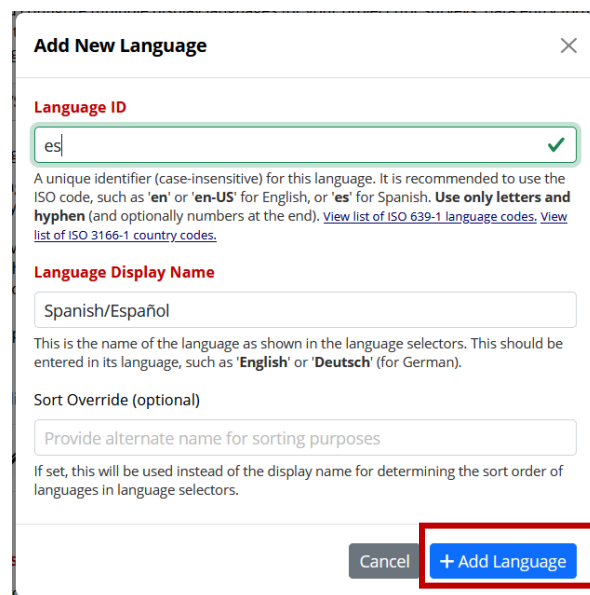
3. **Option 3:** Creating the language from scratch.



by creating the language from scratch

- a. If you only need to translate the data entry forms and do not need to translate the user interface language, use this option to initiate the language.

- b. Enter the language ID and click 'Add Language'.



Add New Language [Close]

Language ID

es [Checkmark]

A unique identifier (case-insensitive) for this language. It is recommended to use the ISO code, such as 'en' or 'en-US' for English, or 'es' for Spanish. **Use only letters and hyphen** (and optionally numbers at the end). [View list of ISO 639-1 language codes](#), [View list of ISO 3166-1 country codes](#).

Language Display Name

Spanish/Español

This is the name of the language as shown in the language selectors. This should be entered in its language, such as 'English' or 'Deutsch' (for German).

Sort Override (optional)

Provide alternate name for sorting purposes

If set, this will be used instead of the display name for determining the sort order of languages in language selectors.

Cancel **+ Add Language**

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4. Repeat the above steps to add additional languages as needed.
5. Review and configure the options for each language by selecting:
 - i. **Default:** This setting specifies the default project language when entering data.
 - ii. **Fallback:** Specifies the language to be used when an item does not have a translation.
 - iii. **RTL:** This setting tells REDCap that the language should be displayed 'right to left'.















Pro Tip: Remember to save with each step or you will lose your configurations and translations. REDCap indicates your work is unsaved with a gold 'Save Changes' button on the right side of the multi-language window.



Manage the available languages in this project using the table and options below by following these steps:

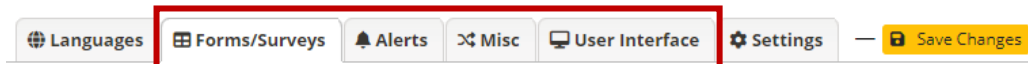
1. Create your default language (i.e., used when creating your fields, instruments, etc.). This will serve as the reference for the other languages.
2. Add other languages that you wish to offer as a translation of the default language.
3. Translate your default text into different languages by clicking the tabs above or the icons to the right of each language below.
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[+ Add a new language](#) Export or import general settings [?](#) :  

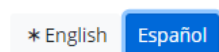
ID	Display Name	Active	Default	Fallback	RTL ?	Actions
en	English	<input checked="" type="checkbox"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	      
es	Español	<input checked="" type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	      

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6. Once you have finished adding languages, click each tab (Form/Surveys, Alerts, Misc, etc.) to refine the translation settings.
 - a. Note: If you initiated the language using Option 1 (*Initializing from available MLM system languages*), user interface text translations will be available automatically.



Click a button below to select a language to translate:



Use this page to manage which instruments will be translated, separately in data entry and survey modes. Furthermore, use sub-pages, such as field exclusions (default language only), or translations of field items (labels, etc.), survey settings (title, ins emails).

Instrument	Data Entry	Survey	Fields	Survey Settings	ASIs	Export
Screening	<input type="checkbox"/>	<input type="checkbox"/>	Translate	—	—	Export
PHQ-8	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Translate	—	—	Export
Global Health Promis Scale V1.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Translate	Translate	—	Export

7. To enter translations for project-specific fields, click **'Translate'** next to the instrument name.
8. Enter translations for each item.

Matrix group name: phq8_sc

Matrix header translation:
Over the <last 2 weeks>, how often have you been bothered by any of the following problems?
(Select <one> number on each line)

Default text: How often during the past 2 weeks were you bothered by...
Durante las últimas 2 semanas, ¿cuánto le han molestado los siguientes problemas?

Choices translation:

Code	Translation
0	Default text: Not at all Nunca
1	Default text: Several days Varios días
2	Default text: More than half the days Más de la mitad de los días
3	Default text: Nearly every day Casi todos los días

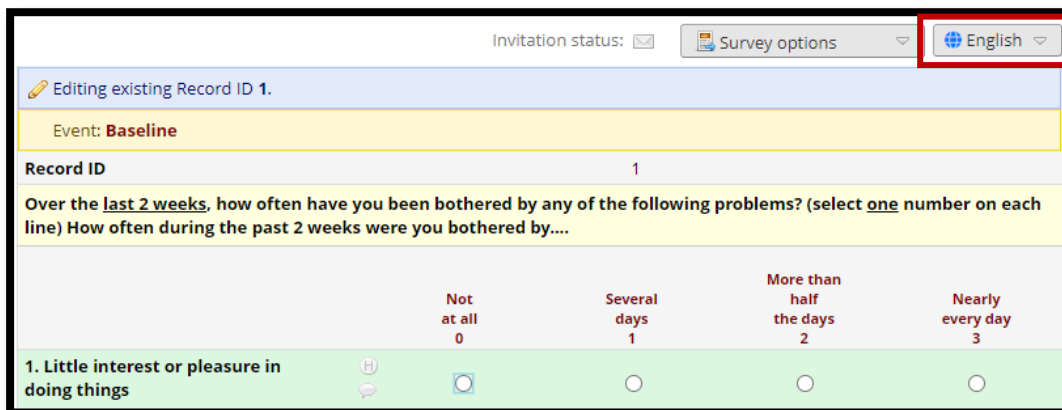
phq8_sc_1 - (phq8_sc)

Field label translation:
Default text: 1. Little interest or pleasure in doing things
Tener poco interés o placer en hacer las cosas

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9. Once you have completed your configuration and translations, the language options can be toggled in the upper right window:

Data Entry Form in English:



Invitation status: Survey options **English**

Editing existing Record ID 1.

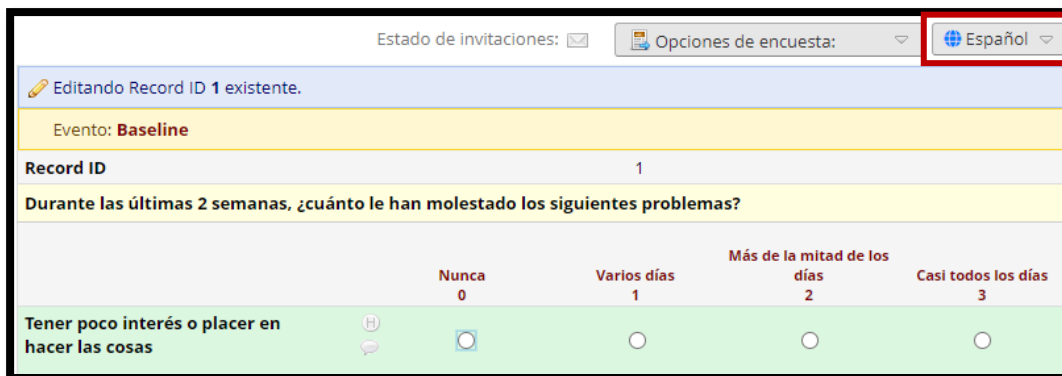
Event: **Baseline**

Record ID 1

Over the last 2 weeks, how often have you been bothered by any of the following problems? (select one number on each line) How often during the past 2 weeks were you bothered by....

	Not at all 0	Several days 1	More than half the days 2	Nearly every day 3
1. Little interest or pleasure in doing things	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Data Entry Form in Spanish:



Estado de invitaciones: Opciones de encuesta: **Español**

Editando Record ID 1 existente.

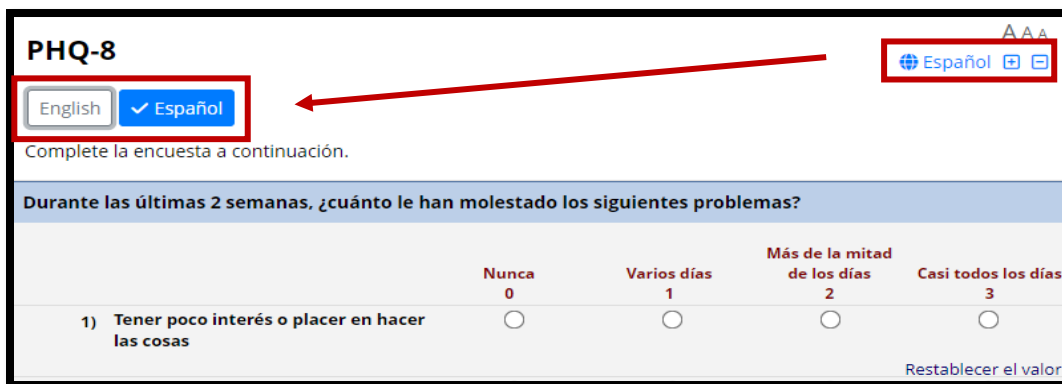
Evento: **Baseline**

Record ID 1

Durante las últimas 2 semanas, ¿cuánto le han molestado los siguientes problemas?

	Nunca 0	Varios días 1	Más de la mitad de los días 2	Casi todos los días 3
Tener poco interés o placer en hacer las cosas	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Survey in Spanish:



PHQ-8

English Español

Complete la encuesta a continuación.

Durante las últimas 2 semanas, ¿cuánto le han molestado los siguientes problemas?

	Nunca 0	Varios días 1	Más de la mitad de los días 2	Casi todos los días 3
1) Tener poco interés o placer en hacer las cosas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Restablecer el valor