

# Report Filter: Most Recent Instance

CCTS Biostatistics Core

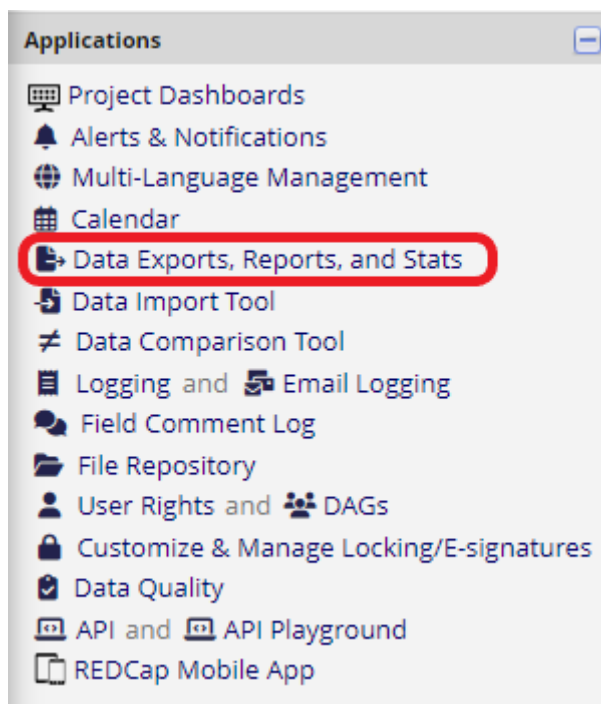
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## Scenario

Your REDCap project has a repeating survey. You want to create a report that displays only the most recent submission for each record.

## Create the Report

Navigate to the Data Exports, Reports, and Stats page.



Click + Create New Report.

## Data Exports, Reports, and Stats

 [VIDEO: How to use Data Exports, Reports, and Stats](#)

[+ Create New Report](#) [My Reports & Exports](#) [Other Export Options](#)

This module allows you to easily view reports of your data, inspect plots and descriptive statistics of your data, as well as export your data to Microsoft Excel, SAS, Stata, R, or SPSS for analysis (if you have such privileges). If you wish to export your *entire* data set or view it as a report, then Report A is the best and quickest way. However, if you want to view or export data from only specific instruments (or events) on the fly, then Report B is the best choice. You may also create your own custom reports below (if you have such privileges) in which you can filter the report to specific fields, records, or events using a vast array of filtering tools to make sure you get the exact data you want. Once you have created a report, you may view it as a webpage, export it out of REDCap in a specified format (Excel, SAS, Stata, SPSS, R), or view the plots and descriptive statistics for that report.

My Reports & Exports			
	Report name	View/Export Options	Management Options
A	All data (all records and fields)	<a href="#">View Report</a> <a href="#">Export Data</a> <a href="#">Stats &amp; Charts</a>	
B	Selected instruments (all records)	<a href="#">Make custom selections</a>	
<a href="#">+ Create New Report</a>			

Name the report. Under Step 2: Fields to include in report, select fields from the repeating instrument. Decide whether you want to include the name of the form and the repeating instance number in your report.

STEP 2

Fields to include in report

+ Quick Add

Add all fields from selected instrument:
-- choose instrument --

Field	Field Name	Instrument	
Field 1	visit_date "Date"	Instrument: Visits	X
Field 2	weight "Weight (pounds)"	Instrument: Visits	X
Field 3	other_visit_data "Other data"	Instrument: Visits	X
Field 4	visits_complete "Complete?"	Instrument: Visits	X
Field 5	Type variable name or field label		

Additional report options (optional)

☐ Combine checkbox options into single column of only the checked-off options (will be formatted as a text field when exported to stats packages)

☒ Include the repeating instance fields (redcap\_repeat\_instrument, redcap\_repeat\_instance) in the report and data export?

☒ Remove line breaks/carriage returns from all text data values (only applicable for CSV Raw and CSV Label data exports)

In the report header, display the field label, variable, or both (not applicable for exports)? Both

In the report's data, display the field label, raw data value, or both for multiple choice fields (not applicable for exports)? Both

## Filter by Instance

Under Step 3, click "Use advanced logic" to define a filter based on smart variables.

STEP 3

☐ Show data for all events or repeating instruments/events for each record returned

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

Filters (optional)

Filter 1

Type variable name or field label

in All events

Operator / Value

=

Switch format: Use advanced logic

TIP: Use [X-instance] Smart Variables to filter repeating data.

- Show only repeating instance data: [current-instance] <> ""
- Show only the first repeating instance: [current-instance] <> "" and [current-instance] = [first-instance]

In the "Advanced filter logic" box, use the following syntax to limit records to the most recent repeating

instance:

[current-instance]=[last-instance]

Finally, uncheck the “Show data for all repeating instruments/events for each record returned” box. This will ensure that only the instances captured by your filter will be returned.

**STEP 2**

☐ Show data for all events or repeating instruments/events for each record returned ?

**Filters (optional)**

**Advanced filter logic:** (e.g., [age] > 30 and [sex] = "1") [How do I use special functions?](#)

[current-instance]=[last-instance]

**TIP:** Use [X-instance] Smart Variables to filter repeating data.

- Show only repeating instance data: [current-instance] <> ""
- Show only the first repeating instance: [current-instance] <> "" and [current-instance] = [first-instance]

Switch format: [Use simple logic \(choose fields from list\)](#)

Click “Save” and view your report.

**Number of results returned: 3**

Total number of records queried: 13

Report execution time: 0.1 seconds

[Stats & Charts](#)

[Export Data](#)

[Print Page](#)

[Edit Report](#)

## Most Recent Visit

Search

Study ID record_id	Repeat Instrument redcap_repeat_instrument	Repeat Instance redcap_repeat_instance	Date visit_date	Weight (pounds) weight	Other data other_visit_data	Complete? visits_complete
<a href="#">1</a>	Visits	3	02-13-2024	177.0		Complete (2)
<a href="#">2</a>	Visits	4	03-12-2024	190.1		Complete (2)
<a href="#">3</a>	Visits	3	11-22-2021	203.2		Complete (2)