

Qualtrics to UIC REDCap

CCTS Biostatistics Core

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This document is a practical guide to moving survey data from Qualtrics or another system to REDCap. Described functionality applies to REDCap version 10.6.3.

REDCap Survey Features Compared to Qualtrics

REDCap has advantages over Qualtrics for granular control of HIPAA compliance, data export capabilities, longitudinal and repeated survey support and project controls. The listed unique features of each system may not reflect all current updates of Qualtrics.

Qualtrics features not available in REDCap

- · Export to .tsv
- Flexibility to graphically customize survey forms, web browser format (e.g., page at a time), and mobile device format (e.g., one question at a time)
- Nice library of pre-built surveys, blocks, and questions
- Additional survey flow features not available in REDCap: Question Randomizer, Web Service, authenticator, embedded data, table of contents
- Additional survey question types: Side by Side, Constant Sum, Hot Spot, Drill down, Gap Analysis, Timing, Pick Group Rank, Heat Map, Graphic Slider, record browser information (some of these additional field types may be supported by some REDCap external modules)
- Additional survey applications: Survey Scoring

REDCap features not available in Qualtrics

- · Export to SAS, STATA, R, SPSS, .csv
- Data quality rules
- Longitudinal or repeated measures
- Audit trails in logins
- · Automated Survey Invitation and email alert options
- Ability to use a survey as both a survey and a case report form
- eConsent frameworks in Survey Settings

More Information

UCSF developed this presentation comparing Qualtrics and REDCap for data collection.

How to Move Survey Data to REDCap

Two approaches to survey data migration are described here:

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- 1. General REDCap database creation and data import (recommended)
- 2. Use of an external module with additional modifications

General process to create a REDCap project and import data from other data collection tools

Currently there is no external module or plugin that allows perfect data transfer between Qualtrics and REDCap. However, users can follow the general REDCap database creation process to import Qualtrics survey data.

Create a Project Create a new project in REDCap and enable surveys in Project Setup.

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54	art pro	ject from scratch with a template?	O Uplead	an empty project (blank slate) a #BDCap project XML file (EDISC GOM format) [F] emplate (choose one bellow)
	🛊 Choo	se a project template	(comes pre	field with fields, forms/surveys, and other settings:
		Template title (corter	(by tria)	Template description
		Basic Demography		Cantains a single data collection instrument to capture basic demographic information.
		Biological Cansent Terry Additional Dements and drap in text		Provided by UK, CC75 (4/04/20)
		Cassil: Ostabase		Contains six data-errory forms, including forms for demography and baseline data, three monthly data forms, and concludes with a completion data form.
				Contains a single data collection instrument to demonstrate the Field Embedding Seature.

Figure 1: Create a new project.



Figure 2: Enable surveys in Project Setup.

Add forms and fields using the Online Designer or Data Dictionary. When there is more than one survey form within a project, each form needs to be enabled as a survey in the Online Designer. Define options for each survey form in Survey Settings.

Edit Field					
	a new project field to this data collection instrument by completing the field form on this page. For an overview of the different field types available, you				
Field Type:	Text Box (Short Text, Number, Date/Time,)	-			
Question Nu	Select a Type of Field				
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100 2000 0	Multiple Choice - Radio Buttons (Single Answer)				
	Checkboxes (Multiple Answers)		- select ontology service -		
	Yes - No		Required?* # No © Yes		
	True - False		* Prompt if field is blank		
	Signature (draw signature with mouse or finger)		6 Identifier? O No ® Yes Does the field certain identifying information (e.g., name, SSN, address)?		
Action Tag	File Upload (for users to upload files)		Custom Alignment Right / Vertical (RV)		
	Silder / Visual Analog Scale		Align the position of the field on the page		
Learn about	Descriptive Text (with optional Image/Video/Audio/File Attachment)		Field Note (optione) Include Area Code		
	Begin New Section (with optional text)		Small reminder text displayed underwealth field		
	Dynamic Query (SQL)				

Figure 3: Edit survey fields.

# Project Home	III Project Setup	🖉 Online Designer	🕼 Data Dic	tionary	y ECode	book		
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Figure 4: Edit survey settings.

Once forms have been created, test them in the Add/Edit Records module. Look for errors with branching logic and calculated fields. Thoroughly test all forms and make modifications before adding real data.

Project Home and Design	8	Add / Edit Records	
Project Home · III Project Setup C Designer · III Dictionary · Co Project status: Development		You may view an existing record/response by sele below.	cting it from the drop-down lists below. To create a new record/respon
Data Collection		O NOTICE: This project is currently in Developm has been moved to Production status.	ment status. Real data should NOT be entered until the project
 Survey Distribution Tools Get a public survey link or build a particip institution respondents Record Status Dashboard 	ant. Ist for	Total records: 7	
Add / Edit Records		Choose an existing Record ID	- select record - •
Create new records or edit/view existing of Show-data collection instruments			+ Add new record
Applications	8		

Figure 5: Add test data.

After testing the project and before importing real survey data, make sure to move the project into production mode in Project Setup. Test data can be deleted as part of the move to production mode. In production mode, forms and data will be better protected from unexpected loss due to project modification.

	Move your project to production status				
Not started	Move the project to production status so that real data may be collected. Once in production, you will not be able to edit the project fields in real time anymore. However, you can make edits in Draft Mode, which will be auto-approved or else might need to be approved by a REDCap administrator before taking effect.				
	Go to Move project to production				

Figure 6: Move to production status.

Import Data Import your existing data using the Data Import Tool or API. The Data Import Tool provides a .csv template to ensure that imported data will be compatible with the REDCap project. The API, suitable for any frequent or managed data transferring plans, allows you to import or export data using a programming language such as PHP, Perl, Python, or R without logging in to the REDCap project. To access the API, a user needs to request a token through the API module. Learn more about the REDCap API.

🗄 Data Import 1	lol
	sed for importing data into this project from a CSV (comma delimited) file or alternatively from an XML file low are the steps you will need to follow in order to import your data successfully into this project.
NOTICE: This pr moved to Production	ject is currently in Development status. Real data should NOT be entered until the project has been status.
I CSV import	- CDISC ODM (XML) import
Instructions:	
	v to download your data import template as a CSV (comma delimited) file. Save it locally to your compute o begin filling it with the data you wish to import.
OR	<u>Data Import Temolate</u> (with records in rows)
Download yo	<u>Data import Template</u> (with records in columns)
	the Data import Template file that you downloaded, place the data for each record that you wish to impo has been added, save the file.
 Be sure n 	to change the Variables/Field Names in the file or an error may occur.
	choice fields (e.g., dropdown, radio) must have the raw coded value (rather than the choice label) entered or else it cannot be processed. These can be found in the <u>Codebook</u> .

Figure 7: Data Import Tool and Import Template

External Module/Plugin

The University of Minnesota REDCap team created this shared plugin to convert a Qualtrics form to a REDCap data dictionary. This plugin will not convert all database information, including branching logic, validation options, and added images.

External modules introduced by other institutions may provide some functionality for transferring a database to REDCap, but they may not fully cover all needs and use-cases. The use of any plugin will depend on the user's knowledge and skills. Users are responsible for implementing modules appropriately. Contact the CCTS REDCap administrative support team for system-level assistance, including enabling any external modules. Users cannot add a module directly to the REDCap server without admin support.