

Using Action Tags in REDCap

Action Tags are an excellent way to customize the data entry experience for surveys and forms. They are special terms that begin with the '@' sign that can be placed inside a field's *Field Annotation* box when adding or editing a field. Each action tag has a corresponding action that is performed for the field when displayed on data entry forms and survey pages.

To start using Action Tags, navigate to the *Online Designer* in a project. When adding or editing a field, add the action tag into the *Action Tags / Field Annotation* box in the *Edit Field* popup (see below) by either clicking on "Add" next to the Action tag(s) you want to use or by typing them in manually. Some action tags need to be further configured while others do not need any additional configuration.

Allows for the designation of a checkbox choice to be a 'none of the above' option, thus ensuring that no other choices are checked if that one choice is selected. This means that if that particular option is selected, it will alert the user that all other checked-off choices will be unchecked. And if the 'none of the above' option is already checked when the user checks off another choice, it will automatically uncheck the 'none of the above' option. This action tag makes it possible to have a 'none of the above' option without the risk of users mistakenly having other choices selected at the same time. The format must follow the pattern @NONEOFTHEABOVE=?, in which ?? is the coded value of the 'none of the above' checkbox choice - e.g., @NONEOFTHEABOVE=98. Alternatively, it is possible to set multiple options as a 'none of the above' option at the same time, in which the coded values must be comma delimited inside single or double quotes - e.g., @NONEOFTHEABOVE='45,99'. This is useful for certain situations, such as if you have a 'none of the above' option and also have a 'refuse to answer' option, thus allowing either of those to be the only option that can be selected at a time. NOTE: This action tag can only be utilized by Checkbox fields.

You can use as many action tags as you want for a single field, but if you do use more than one tag for a field, make sure to put a space or line break between them. Because the action tags are used as part of the *Field Annotation*, they are not displayed anywhere on the page.

A list of all available action tags, and their descriptions, can be found here:

https://dev-redcap.uchc.edu/redcap/redcap_v13.1.32/Design/action_tag_explain.php

Demo @CALCDATE and @CALCTEXT: <https://octri.ohsu.edu/redcap/surveys/?s=DLX34Y4HET>

Learn more about Action Tags in the Project Setup section

Design your data collection instruments & enable your surveys

Add or edit fields on your data collection instruments (survey and forms). This may be done by either using the Online Designer (online method) or by uploading a Data Dictionary (offline method). You may then enable your instruments to be used as surveys in the Online Designer. Quick links: [Download PDF of all instruments](#) OR [Download the current Data Dictionary](#)

Go to [Online Designer](#) or [Data Dictionary](#) Explore the [REDCap Shared Library](#)

Have you checked the [Check For Identifiers](#) page to ensure all identifier fields have been tagged?

Learn how to use [Smart Variables](#) [Piping](#) [@ Action Tags](#)

Select the Red '@ Action Tags' button to learn more within REDCap

REDCap Action Tags

Auto-fill Action Tags: Automatically fill a field with a value

@APPUSERNAME-APP

@BARCODE-APP

@CALCDATE

@CALCTEXT

@DEFAULT

@DOWNLOAD-COUNT

@IF

@LATITUDE

@LONGITUDE

@NOW

@SETVALUE

@TODAY

@USERNAME

@NOW-SERVER

@NOW-UTC

@TODAY-SERVER

@TODAY-UTC

Cosmetic Action Tags: Change the look or action of a field without impacting the data

@INLINE

@HIDEBUTTON

@PASSWORDMASK

@PLACEHOLDER

@RANDOMORDER

@RICHTEXT

Entry Limit Action Tags: Limit what can be entered in a field

@CHARLIMIT

@HIDECHOICE

@MAXCHECKED

@MAXCHOICE

@MAXCHOICE-SURVEY-COMPLETE

@NOMISSING

@NONEOFTHEABOVE

@WORDLIMIT

@FORCE-MINMAX

Obscuring Action Tags: Hide a field or make it not editable

@HIDDEN

@HIDDEN-FORM

@HIDDEN-PDF

@HIDDEN-SURVEY

@READONLY

@READONLY-FORM

@READONLY-SURVEY

Mobile App Action Tags: Only useful when using the mobile app

@APPUSERNAME-APP

@BARCODE-APP

@HIDDEN-APP

@READONLY-APP

@SYNC-APP

Multi-Language Management: Only useful when using the multi-language management features

@LANGUAGE-CURRENT-FORM

@LANGUAGE-CURRENT-SURVEY

@LANGUAGE-FORCE

@LANGUAGE-FORCE-FORM

@LANGUAGE-FORCE-SURVEY

@LANGUAGE-SET

Auto-fill Action Tags: Automatically fill a field with a value

@APPUSERNAME-APP

In the REDCap Mobile App, it sets a field's value to the app username of the current mobile app user - i.e., their username in the mobile app, which is not necessarily the same as their REDCap server username that can be captured using @USERNAME. NOTE: For use only in the REDCap Mobile App.

@BARCODE-APP

Allows the REDCap Mobile App to capture the value of a barcode or QR code by scanning it with the device's camera. NOTE: For use only in the REDCap Mobile App.

@CALCDATE

Performs a date calculation by adding or subtracting a specified amount of time from a specified date or datetime field and then provides the result as a date or datetime value - e.g., @CALCDATE([visit_date], 7, 'd').

- The first parameter inside the @CALCDATE() function should be a text field with date, datetime, or datetime_seconds validation, in which you may specify (if needed) the event and repeating instance - e.g., @CALCDATE([baseline_event][visit_date], 7, 'd').
- The second parameter represents the offset number amount that should be added or subtracted. It can be a decimal number or integer. *Tip:* To subtract (i.e., go backwards in time), use a negative number.
- The third parameter represents the units of the offset amount, which will be represented by the following options: 'y' (years, 1 year = 365.2425 days), 'M' (months, 1 month = 30.44 days), 'd' (days), 'h' (hours), 'm' (minutes), 's' (seconds). The unit option must be wrapped in quotes or apostrophes.

NOTE: Both the source field and the result field must be a text field with date, datetime, or datetime_seconds validation. It is important to realize that a field with @CALCDATE will not be editable on the survey page or data entry form, and the field will function almost exactly like a normal calculated field, in which its value may get updated via a data import, when running Data Quality rule H, or in real-time during normal data entry on a form or survey.

Example:

Edit Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...)

Field Label Use the Rich Text Editor [?](#)

Reminder call date:

Note: Both the referenced field and the field with the CALCDATE action tag must be date or datetime fields!

Action Tags / Field Annotation (optional)
@CALCDATE([visit_date], -3, 'd')

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)
call_date Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Field Embedding

Validation? (optional)
Date (M-D-Y)

Minimum:
Maximum:

-- or --

-- select ontology service --

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Result:

Date of visit:	02-15-2021	Today	M-D-Y
Reminder call date:	02-12-2021	View equation	

@CALCTEXT

Evaluates logic that is provided inside a @CALCTEXT() function and outputs the result as text, typically performed with an if(x,y,z) function - e.g., @CALCTEXT(if([gender]='1', 'male', 'female')).

NOTE: It is important to realize that a field with @CALCTEXT will not be editable on the survey page or data entry form, and the field will function almost exactly like a normal calculated field, in which its value may get updated via a data import, when running Data Quality rule H, or in real-time during normal data entry on a form or survey. If desired, it is possible to return the value as a number - e.g., @CALCTEXT(if([age] >= 18, 'adult', 5*[other_field])). Also, while it is possible to use static text (in quotes), field variables, or Smart Variables as the return values of the IF function - e.g., @CALCTEXT(if([age] >= 18, [dob], [event-label])) - it is NOT possible to pipe field variables or Smart Variables inside quotes for the return values.

Example:

Edit Field

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Field Type: Text Box (Short Text, Number, Date/Time, ...)

Field Label: Age group: Use the Rich Text Editor ?

Variable Name: age_group Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

[Field Embedding](#)

Validation? (optional)
 ---- None ----
 - or -
 -- select ontology service --

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment: Right / Vertical (RV)

Action Tags / Field Annotation (optional):
 @CALCTEXT(if([age_in_years]>=18, 'adult', 'child'))
Learn about [@ Action Tags](#) or [using Field Annotation](#)

Result:

Age:

Age group: [View equation](#)

@DEFAULT

Sets a field's initial value. This allows a field to have a specified default value when viewing the field on a survey or data entry form that has not yet had any data saved for it (i.e., when the form status icon is gray or when a survey page has not had any data entered yet). The format must follow the pattern @DEFAULT="????", in which the desired default value should be inside single or double quotes. For checkbox fields, simply separate multiple checkbox values with commas - e.g., @DEFAULT='1,3,6'. For text fields, you may even perform Piping inside the default value to pipe data from another field in the project - e.g., @DEFAULT='Name: [first_name] [last_name], DOB: [dob]'.

NOTE: The default value does *not* get applied during any data imports (via API or Data Import Tool) but only operates when viewing survey pages and data entry forms.

NOTE: If being used on a date or datetime field, the date value inside the quotes must be in Y-M-D format - e.g., @DEFAULT='2007-12-25' - regardless of the field's set date format.

NOTE: The @DEFAULT action tag is **NOT** compatible with branching logic. REDCap will by populate any default value to @DEFAULT'ed fields at the point of render. If that field with that value should not appear due to upstream branching you will receive an error message.

Example - Pre-select a default option in a list:

Add New Field
✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Multiple Choice - Radio Buttons (Single Answ ▾)

Field Label

Choices (one choice per line) [Copy existing choices](#)

1. Mickey
2. Minnie
3. Donald
4. Daisy

How do I manually code the choices?

Action Tags / Field Annotation (optional)

Learn about [Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)

ONLY letters, numbers, and underscores

Enable auto naming of variable based upon its Field Label?

How to use: [Smart Variables](#) [Piping](#)

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▾
Align the position of the field on the page

Field Note (optional) (Minnie (2) is pre-selected wher
Small reminder text displayed underneath field

@DEFAULT

Mickey

Minnie

Donald

Daisy

(Minnie (2) is pre-selected when form is opened)

EXAMPLE - Text field with piping:

Edit Field
✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▾

Field Label

(Piping the value entered in the 'city' field from another form.)

Action Tags / Field Annotation (optional)

Learn about [Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)

ONLY letters, numbers, and underscores

Enable auto naming of variable based upon its Field Label?

How to use: [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ---- ▾

– OR –

Enable searching within a biomedical ontology [?](#)

 ▾

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▾
Align the position of the field on the page

Field Note (optional) NOTE: @DEFAULT Does not wo
Small reminder text displayed underneath field

@DEFAULT (with piping)

(Piping the value entered in the 'city' field from another form.)

Madison

NOTE: @DEFAULT Does not work in direct entry form if the default variable (piped value) is on the same form.

EXAMPLE - Text field:

Edit Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...)

Field Label

@DEFAULT (text field)

Invoice Number:

Action Tags / Field Annotation (optional)

@DEFAULT='ICTR REDCAP ####'

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)

default_3 Enable auto naming of variable based upon its Field Label?

ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ----

- or -

Enable searching within a biomedical ontology ?

-- choose ontology to search --

Required?* No Yes

* Prompt if field is blank

Identifier? No Yes

Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV)

Align the position of the field on the page

Field Note (optional) User is able to edit the default \

Small reminder text displayed underneath field

Save **Cancel**

@DEFAULT (text field)

Invoice Number:

ICTR REDCAP ####

User is able to edit the default value if needed.

@DOWNLOAD-COUNT

The @DOWNLOAD-COUNT action tag provides a way to automatically count the number of downloads for a File Upload field or a Descriptive field attachment. It can be used on a Text field or Notes field so that its value will be incremented by '1' whenever someone downloads the file for either a File Upload field or a Descriptive field attachment. The variable name of the File Upload field or Descriptive field whose downloads are to be counted should be provided inside the @DOWNLOAD-COUNT() function. For example, the Text field 'my_download_count' might have its action tag defined as @DOWNLOAD-COUNT(my_upload_field), in which 'my_upload_field' is the variable of a File Upload field. Whenever the file is downloaded on a data entry form, survey page, or report, the value of the field with this action tag will be incremented by '1'. If that field has no value or has a non-integer value, its value will be set to '1'. NOTE: The download count field must be in the same context as the File Upload field or a Descriptive field. This means that in a longitudinal project the two fields must be on the same event, and in a repeating instrument context, they must be on the same repeating instrument.

@IF

Allows various action tags to be set based on conditional logic provided inside an @IF() function - e.g., @IF(CONDITION, ACTION TAGS if condition is TRUE, ACTION TAGS if condition is FALSE). Simply provide a condition using normal logic syntax (similar to branching logic), and it will implement one set of action tags or another based on whether that

condition is true or false.

For example, you can have @IF([yes_no] = '1', @HIDDEN, @HIDECHOICE='3' @READ-ONLY), in which it will implement @HIDDEN if the 'yes_no' field's value is '1', otherwise, it will implement the two action tags @HIDECHOICE='3' and @READ-ONLY. If you wish not to output any action tags for a certain condition, set it with a pair of apostrophes/quotes as a placeholder - e.g., @IF([my_radio]='1', @READONLY, ""). You may have multiple instances of @IF for a single field. You may also have multiple nested instances of @IF() inside each other. Both field variables and Smart Variables may be used inside the @IF condition.

The @IF action tag is also evaluated for a given field when downloading the PDF of an instrument/survey, in case there are any PDF-specific action tags used inside of @IF().

NOTE: The conditional logic will be evaluated only when the survey page or data entry form initially loads; thus the action tag conditions will not be evaluated in real-time as data is entered on the page.

@LATITUDE

Allows a Text field to capture the latitude of the user, in which the user will be prompted on the webpage to allow or deny this. Once the value is captured, it will not be changed when visiting the page at a later time. The field will be disabled and will not allow users to edit the value, but it will allow them to remove the value altogether.

NOTE: While the GPS value will be very accurate when captured on a mobile device, it will not be nearly as accurate when using a browser on laptops and desktop computers.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

@Latitude

Variable Name (utilized in logic, calcs, and exports)

latitude

ONLY letters, numbers, and underscores

Enable auto naming of variable based upon its Field Label?

How to use Smart Variables Piping

Validation? (optional) ---- None ---- ▼

– or –

Enable searching within a biomedical ontology ?

-- choose ontology to search -- ▼

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Save
Cancel

@Latitude

43.0850048

Update
reset

@LONGITUDE

Allows a Text field to capture the longitude of the user, in which the user will be prompted on the webpage to allow or deny this. Once the value is captured, it will not be changed when visiting the page at a later time. The field will be disabled and will not allow users to edit the value, but it will allow them to remove the value altogether.

NOTE: While the GPS value will be very accurate when captured on a mobile device, it will not be nearly as accurate when using a browser on laptops and desktop computers.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▾

Field Label

Variable Name (utilized in logic, calcs, and exports)

ONLY letters, numbers, and underscores Enable auto naming of variable based upon its Field Label?

How to use Smart Variables Piping

Validation? (optional) ---- None ---- ▾

- or -

Enable searching within a biomedical ontology ?

-- choose ontology to search --

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▾
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Action Tags / Field Annotation (optional)

@LONGITUDE

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Save
Cancel

@Longitude

H
?

Update
reset

@NOW

(e.g., 2017-08-01 12:34:56) Loads the current user's date+time into a blank Text field - similar to the @TODAY tag but additionally includes the time portion. If the field has validation, the value will adjust to match the date format.

NOTE: The time used will be the user's local time, which is derived from their device/computer and might be different from the server if in another timezone. Also, do not use this tag on fields with branching logic because it will always prompt the user to erase the value, so look at using @HIDDEN instead if you wish to hide the field.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

@NOW

Variable Name (utilized in logic, calcs, and exports)

now

Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ---- ▼

– Or –

Enable searching within a biomedical ontology ?

-- choose ontology to search -- ▼

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼
Align the position of the field on the page

Field Note (optional) (Today's date is 12/19/18)
Small reminder text displayed underneath field

Save
Cancel

@NOW

H 2018-12-19 13:49:55
🗨 (Today's date is 12/19/18)

@SETVALUE

Sets a field's value to static text or dynamic/piped text whenever a data entry form or survey page is loaded, in which it will **always overwrite an existing value of the field**. The format must follow the pattern `@SETVALUE="????"`, in which the desired value should be inside single or double quotes. For text fields, you may pipe and concatenate values from other fields in the project - e.g., `@SETVALUE='Name: [first_name] [last_name], DOB: [dob]'`. For checkbox fields, simply separate multiple checkbox values with commas - e.g., `@SETVALUE='1,3,[other_field:value]'`. NOTE: The piped value does **not** get applied during any data imports (via API or Data Import Tool) but only operates when viewing survey pages and data entry forms.

NOTE: A field with @SETVALUE will have its value updated ONLY when the page loads, which means that its value will not be updated in real-time if you modify other fields on the same page that are piped into the @SETVALUE tag.

NOTE: If being used on a date or datetime field, the date value inside the quotes must be in Y-M-D format - e.g., @SETVALUE='2007-12-25' - regardless of the field's set date format.

NOTE: The only difference between @SETVALUE and @DEFAULT is that @DEFAULT is only applied when an instrument

has no data yet, whereas @SETVALUE will always be applied on an instrument, meaning that @SETVALUE will ALWAYS overwrite the value if a field value already exists.

NOTE: As of REDCap version 11.0.3, @SETVALUE is no longer read-only. To keep existing fields as read-only fields, add the @READONLY action tag.

TIP: To pipe the value of one multiple choice field into another multiple choice field, make sure you append ':value' to the variable being piped - e.g., @SETVALUE='[my_dropdown:value]'.

(In earlier versions of REDCap, the @SETVALUE action tag went by the name @PREFILL, which still works equivalently to @SETVALUE for backward compatibility purposes.)

@TODAY

(e.g., 2017-08-01) Loads the current user's date into a blank Text field - similar to the @NOW tag but without the time portion. If the field has validation, the value will adjust to match the date format. Also, do not use this tag on fields with branching logic because it will always prompt the user to erase the value, so look at using @HIDDEN instead if you wish to hide the field.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

@TODAY

Variable Name (utilized in logic, calcs, and exports)

today

ONLY letters, numbers, and underscores

Enable auto naming of variable based upon its Field Label?

How to use [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ---- ▼

– or –

Enable searching within a biomedical ontology ?

-- choose ontology to search --

Required?* No Yes

* Prompt if field is blank

Identifier? No Yes

Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼

Align the position of the field on the page

Field Note (optional) (Today's date is 12/19/18)

Small reminder text displayed underneath field

Save Cancel

@TODAY 2018-12-19

(Today's date is 12/19/18)

@USERNAME

Sets a field's value to the username of the current REDCap user. If this is used on a survey, the value will be '[survey respondent]'. Once the value is captured, it will not be changed when visiting the page at a later time.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

Variable Name (utilized in logic, calcs, and exports)

ONLY letters, numbers, and underscores

Enable auto naming of variable based upon its Field Label?

How to use [+] Smart Variables ✂ Piping

Validation? (optional) ---- None ---- ▼

– or –

Enable searching within a biomedical ontology ?

-- choose ontology to search --

Required?* No Yes

* Prompt if field is blank

Identifier? No Yes

Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼

Align the position of the field on the page

Field Note (optional) (REDCap username)

Small reminder text displayed underneath field

Save
Cancel

@USERNAME H

janedoe

@NOW-SERVER

Loads the REDCap server's date and time into a blank Text field - similar to the **@TODAY** tag but additionally includes the time portion. If the field has validation, the value will adjust to match the date format. NOTE: The time used will be the REDCap server's local time, which might be different from the user's local time if in another timezone. Also, do not use this tag on fields with branching logic because it will always prompt the user to erase the value, so look at using **@HIDDEN** instead if you wish to hide the field.

@NOW-UTC

(e.g., 2017-08-01 12:34:56) Loads the current UTC/GMT date and time into a blank Text field - similar to the **@TODAY** tag but additionally includes the time portion. If the field has validation, the value will adjust to match the date format. NOTE: The time used will be the current UTC/GMT time, which might be different from the user's local time if in another timezone. Also, do not use this tag on fields with branching logic because it will always prompt the user to erase the value, so look at using **@HIDDEN** instead if you wish to hide the field.

@TODAY-SERVER

(e.g., 2017-08-01) Loads the REDCap server's date into a blank Text field - similar to the **@NOW** tag but without the time portion. If the field has validation, the value will adjust to match the date format. Also, do not use this tag on fields with branching logic because it will always prompt the user to erase the value, so look at using **@HIDDEN** instead if you wish to hide the field.

@TODAY-UTC

(e.g., 2017-08-01) Loads the current UTC/GMT date into a blank Text field - similar to the **@NOW** tag but without the time portion. If the field has validation, the value will adjust to match the date format. Also, do not use this tag on fields with branching logic because it will always prompt the user to erase the value, so look at using **@HIDDEN** instead if you wish to hide the field.

Cosmetic Action Tags: Change the look or action of a field without impacting the data

@INLINE

Allows a PDF file or image file (JPG, JPEG, GIF, PNG, TIF, BMP) that is uploaded to a File Upload field to be displayed in an inline manner on the survey page or data entry form so that the PDF/image can be viewed by the user or survey participant without having to download it. The PDF/image will be displayed inline on the page immediately above the download link for the field and will be displayed with 100% width by default (i.e., 100% width of the area in which it is contained). Images will be displayed with their native width:height ratio, although PDFs will be displayed with a 300 pixel height by default. If you wish to manually set the width and/or height of the image/PDF, you may put the width/height values inside parentheses after the action tag in the following manner: **@INLINE(width)** or **@INLINE(width,height)**. The width/height can be a percentage value (e.g., 50%) or a number representing size in pixels (e.g., 400). Thus **@INLINE(50%)** will display an image at 50% size for the area in which it is contained on the page, and **@INLINE(400,100)** would display the image always at 400px tall and 100px wide. To make an inline PDF appear taller on the page, you might use **@INLINE(100%,600)** since 300px is the default height for inline PDFs. Note: The **@INLINE** action tag also works if the File Upload field is embedded inside another field on the page.

@HIDEBUTTON

Hides the 'Now' or 'Today' button that is typically displayed to the right of date, time, and date/time fields.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

@HIDEBUTTON

Variable Name (utilized in logic, calcs, and exports)

hide_button

ONLY letters, numbers, and underscores

Enable auto naming of variable based upon its Field Label?

How to use [+] Smart Variables ✍ Piping

Validation? (optional) Date (M-D-Y) ▼

Minimum:

Maximum:

– or –

Enable searching within a biomedical ontology ?

-- choose ontology to search -- ▼

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼
Align the position of the field on the page

Field Note (optional) Hides the 'Today' button next to
Small reminder text displayed underneath field

Save
Cancel

@HIDEBUTTON	H	<input style="width: 80%; border: none;" type="text"/>	31	M-D-Y	Hides the 'Today' button next to date field
(Regular Date Field with 'Today' Button)	H	<input style="width: 80%; border: none;" type="text"/>	31	Today	M-D-Y

@PASSWORDMASK

Masks the value of a Text field so that the true value is not visible on the webpage after it has been entered (like password fields on login pages).

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

@PASSWORDMASK

Variable Name (utilized in logic, calcs, and exports)

password_mask Enable auto naming of variable based upon its Field Label?

ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ---- ▼

– or –

Enable searching within a biomedical ontology [?](#)

-- choose ontology to search -- ▼

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Save
Cancel

@PASSWORDMASK
 Disclaimer

Disclaimer ✕

Please note that although the value entered here is obfuscated and not readable on this page, the value will be visible outside of this page (e.g., in a report or data export) to the individuals that are administering this project.

Close

@PLACEHOLDER

Is used to specify a short hint that describes the expected value of a Text field or Notes field (e.g. a sample value or a short description of the expected format). The placeholder is displayed inside the field before a value is entered. The format must follow the pattern @PLACEHOLDER='????', in which the text to be displayed should be inside single or double quotes.

Note: Piping can now be performed inside the value of the @PLACEHOLDER action tag - e.g., @PLACEHOLDER="[first_name] [last_name]".

EXAMPLE:

Edit Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

@PLACEHOLDER

Action Tags / Field Annotation (optional)

@PLACEHOLDER='Enter value'

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)

place_holder Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ---- ▼

– or –

Enable searching within a biomedical ontology ?

-- choose ontology to search -- ▼

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Save **Cancel**

@PLACEHOLDER



Enter value

@RANDOMORDER

Randomizes the order of multiple choice field options as displayed on survey pages and data entry forms, in which their order will always be different each time the page is loaded by any given user.

*NOTE: This action tag can only be utilized for the following field types: Checkbox, Radio, Drop-down, Yes-No, and True-False. This tag also works for enhanced radios and checkboxes on surveys. However, this tag does **not** work for a matrix of fields.*

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Multiple Choice - Radio Buttons (Single Answ ▾)

Field Label

Variable Name (utilized in logic, calcs, and exports)

Enable auto naming of variable based upon its Field Label?

ONLY letters, numbers, and underscores

How to use Smart Variables Piping

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▾
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Choices (one choice per line) [Copy existing choices](#)

[How do I manually code the choices?](#)

Action Tags / Field Annotation (optional)

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Save
Cancel

- Chocolate
- Vanilla
- Strawberry
- Mint

- Vanilla
- Strawberry
- Mint
- Chocolate

@RICHTEXT

Adds the rich text editor toolbar to a Notes field to allow users/participants to control the appearance (via styling and formatting) of the text they are entering into the field.

Entry Limit Action Tags: Limit what can be entered in a field

@CHARLIMIT

Sets the maximum number of characters that can be entered into a Text field or Notes field, and also displays the number of characters remaining. The format must follow the pattern @CHARLIMIT=??, in which ?? is the desired max character count (alternatively, the number value can be inside single or double quotes).

NOTE: This action tag cannot be used at the same time as @WORDLIMIT for the same field.

*NOTE: The default value does ***not*** get applied during any data imports (via API or Data Import Tool) but only operates when viewing survey pages and data entry forms.*

EXAMPLE:

Add New Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...)

Field Label

@CHARLIMIT

Action Tags / Field Annotation (optional)

@CHARLIMIT="10"

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)

char_limit Enable auto naming of variable based upon its Field Label?

ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ----

– OR –

Enable searching within a biomedical ontology ?

-- choose ontology to search --

Required?* No Yes

* Prompt if field is blank

Identifier? No Yes

Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV)

Align the position of the field on the page

Field Note (optional)

Small reminder text displayed underneath field

Save **Cancel**

@CHARLIMIT

123456789

1 characters remaining
(Set to allow 10 characters)

@HIDECHOICE

Hides one or more choices of a multiple-choice field. This action tag is useful if you wish to retire a particular choice after utilizing it for a while in data collection, thus allowing you to hide the choice from that point onward without orphaning any of the choice's data, which would happen if you simply deleted the choice. The format must follow the

pattern @HIDECHOICE='??', in which the coded values should be inside single or double quotes for the choice(s) you wish to hide. If more than one choice needs to be hidden, then provide all the coded values separated by commas. For example, to hide the choice 'Monday (1)', you would have @HIDECHOICE='1', but if you wanted to additionally hide 'Tuesday (2)', you would have @HIDECHOICE='1,2'.

NOTE: If the hidden choice has already been selected for a given record, then the choice will not be hidden on the survey or form for that record/event.

NOTE: Hidden choices will still appear in reports and data exports.

NOTE: This action tag can only be utilized for the following field types: Checkbox, Radio, Drop-down, Yes-No, and True-False.

NOTE: This action tag works only in limited fashion with a matrix of fields, in which it will simply hide the checkbox/radio for a field in the matrix but still display the column for that choice in the matrix.

EXAMPLE:

Edit Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Checkboxes (Multiple Answers)

Field Label: @HIDECHOICE

Variable Name (utilized in logic, calcs, and exports): hide_choice

How to use: Smart Variables, Piping

Required?* No Yes

Identifier? No Yes

Custom Alignment: Right / Vertical (RV)

Field Note (optional): Should hide options 1 & 2

Action Tags / Field Annotation (optional): @HIDECHOICE='1, 2'

Save Cancel

@HIDECHOICE

- 3
- 4
- 5
- 6
- None of the above
- Refuse to answer

Should hide options 1 & 2

@MAXCHECKED

Allows a checkbox field to have a maximum number of checkboxes that can be checked. If other checkbox options are clicked after the maximum has been reached, those choices will not be able to be checked. The format must be @MAXCHECKED=#, in which # is a positive integer. For example, @MAXCHECKED=3 will allow a maximum of 3 checkbox choices to be checked.

NOTE: This action tag can only be utilized by Checkbox fields, and it does not get enforced during data imports.

@MAXCHOICE

Causes one or more specified choices to be disabled (i.e., displayed but not usable) for a checkbox, radio button, or drop-down field after a specified amount of records have been saved with that choice. For example, @MAXCHOICE(0=50,1=75,2=50) would imply that once 50 records have selected the '0' coded choice, that choice will become disabled for any record viewed afterward that does not have that choice saved, such as when the form/survey is opened for a new record, and thus 75 records for choice '1', 50 for choice '2', etc. The format must be the action tag name followed by the choice designations inside parentheses, in which each will follow the format of ChoiceCode=MaxCount with each choice separated by commas. Note: For longitudinal projects, when counting the number of choices saved for records, it will treat all events as separate, meaning that in the example above, choice '0' can have a max number of 50 selections in EACH event in the project.

EXAMPLE:

The screenshot shows the 'Edit Field' dialog box for a checkbox field. The 'Field Type' is set to 'Checkboxes (Multiple Answers)'. The 'Field Label' is '@MAXCHOICE'. The 'Variable Name' is 'max_choice'. The 'Choices' are listed as '1, 1', '2, 2', and '3, 3'. The 'Action Tags / Field Annotation' is '@MAXCHOICE(1=2,2=10,3=15)'. The 'Field Note' is 'Option 1 can be selected 2 time'. The 'Required?' and 'Identifier?' options are set to 'No'. The 'Custom Alignment' is 'Right / Vertical (RV)'. The 'Save' and 'Cancel' buttons are at the bottom.

The screenshot shows the rendered checkbox field. The label is '@MAXCHOICE'. There are three checkboxes labeled '1', '2', and '3'. Below the checkboxes, the text reads: 'Option 1 can be selected 2 times', 'Option 2 can be selected 10 times', and 'Option 3 can be selected 15 times'. The first checkbox is disabled.

Option 1 has already been selected twice in other subject records, so that option is no longer available in this example.

@MAXCHOICE-SURVEY-COMPLETE

Causes one or more specified choices to be disabled (i.e., displayed but not usable) for a checkbox, radio button, or drop-down field after a specified amount of records have been saved with that choice for completed survey responses only. This means that partial survey responses or data entered only via a data entry form (as opposed to on a survey page) would not be counted.

For example, @MAXCHOICE-SURVEY-COMPLETE(0=50,1=75,2=50) would imply that once 50 records have selected the '0' coded choice on completed survey responses, that choice will become disabled for any record viewed afterward that does not have that choice saved, such as when the form/survey is opened for a new record, and thus 75 records for choice '1', 50 for choice '2', etc.

The format must be the action tag name followed by the choice designations inside parentheses, in which each will follow the format of ChoiceCode=MaxCount with each choice separated by commas.

NOTE: For longitudinal projects, when counting the number of choices saved for records, it will treat all events as separate, meaning that in the example above, choice '0' can have a max number of 50 selections in EACH event in the project.

@NOMISSING

Disable 'missing data codes' for a field - If custom codes for specifying missing data have been set up in this project (in the Additional Customizations popup on the Project Setup page), this action tag will disable the missing data code functionality for a given field, hiding the 'M' icon next to the field.

EXAMPLE:

Edit Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...)

Field Label Use the Rich Text Editor ?

To enable the @NOMISSING action tag, insert it below into the "Action Tags/ Field Annotation" field. This will disable entering missing data codes for this particular field - the "M" icon to enter missing data will no longer be available.

Action Tags / Field Annotation (optional)

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)
nomissing_action_tag Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

[Field Embedding](#)

Validation? (optional)
---- None ----
- or -
-- select ontology service --

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV)
Align the position of the field on the name

Save **Cancel**

@NONEOFTHEABOVE

Allows for the designation of a checkbox choice to be a 'none of the above' option, thus ensuring that no other choices are checked if that one choice is selected. This means that if that particular option is selected, it will alert the user that all other checked-off choices will be unchecked. And if the 'none of the above' option is already checked when the user checks off another choice, it will automatically uncheck the 'none of the above' option. This action tag makes it possible to have a 'none of the above' option without the risk of users mistakenly having other choices selected at the same time. The format must follow the pattern @NONEOFTHEABOVE=??, in which ?? is the coded value of the 'none of the above' checkbox choice - e.g., @NONEOFTHEABOVE=98. Alternatively, it is possible to set multiple options as a 'none of the above' option at the same time, in which the coded values must be comma delimited inside single or double quotes - e.g., @NONEOFTHEABOVE='45,99'. This is useful for certain situations, such as if you have a 'none of the above' option and also have a 'refuse to answer' option, thus allowing either of those to be the only option that can be selected at a time.

NOTE: This action tag can only be utilized by Checkbox fields.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Checkboxes (Multiple Answers) ▼

Field Label
@NONEOFTHEABOVE

Choices (one choice per line) [Copy existing choices](#)

1, 1
2, 2
3, 3
4, 4

[How do I manually code the choices?](#)

Action Tags / Field Annotation (optional)
@NONEOFTHEABOVE=7, 8

[Learn about @ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)
none_of_above Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼
Align the position of the field on the page

Field Note (optional) Last 2 options should not allow
Small reminder text displayed underneath field

@NONEOFTHEABOVE

- 1
- 2
- 3
- 4
- 5
- 6
- None of the above
- Refuse to answer

Last 2 options should not allow selection of any other button.

Incompatible checkbox selection ✕

The option "None of the above" can only be selected by itself. Selecting this option will clear your previous selections for this checkbox field. Are you sure?

Warning if selecting option 5 and 'None of the Above'

Incompatible checkbox selection ✕

The option "Refuse to answer" can only be selected by itself. Selecting this option will clear your previous selections for this checkbox field. Are you sure?

Warning if selecting option 5 and 'Refuse to answer'

@NONEOFTHEABOVE

- 1
- 2
- 3
- 4
- 5
- 6
- None of the above
- Refuse to answer

Last 2 options should not allow selection of any other button.

@WORDLIMIT

Sets the maximum number of words that can be entered into a Text field or Notes field, and also displays the number of words remaining. The format must follow the pattern @WORDLIMIT=??, in which ?? is the desired max word count (alternatively, the number value can be inside single or double quotes).

NOTE: This action tag cannot be used at the same time as @CHARLIMIT for the same field.

*NOTE: The default value does ***not*** get applied during any data imports (via API or Data Import Tool) but only operates when viewing survey pages and data entry forms.*

EXAMPLE:

The 'Edit Field' dialog box contains the following configuration options:

- Field Type:** Notes Box (Paragraph Text)
- Field Label:** @WORDLIMIT
- Variable Name:** word_limit (utilized in logic, calcs, and exports). Includes a checkbox for 'Enable auto naming of variable based upon its Field Label?' and a note: 'ONLY letters, numbers, and underscores'.
- How to use:** Smart Variables (selected), Piping
- Required?*** No (selected), Yes. Note: '* Prompt if field is blank'
- Identifier?** No (selected), Yes. Note: 'Does the field contain identifying information (e.g., name, SSN, address)?'
- Custom Alignment:** Right / Vertical (RV). Note: 'Align the position of the field on the page'
- Action Tags / Field Annotation (optional):** @WORDLIMIT='10'. Includes links for 'Learn about @ Action Tags' and 'using Field Annotation'.
- Field Note (optional):** Limit set to '10' words. Note: 'Small reminder text displayed underneath field'

Buttons: Save, Cancel

The field rendering shows the label '@WORDLIMIT' on the left. The input area contains the text 'one two three four five six seven eight nine ten'. Below the input area, it displays '0 words remaining' and 'Limit set to '10' words'. An 'Expand' button is located at the bottom right of the field.

@FORCE-MINMAX

For Textbox fields with a min or max validation range, users/participants will not be able to enter a value unless it is within the field's specified validation range. This is different from the default behavior in which out-of-range values are permissible.

Note: @FORCE-MINMAX is also enforced for data imports to ensure the value is always within the specified range.

EXAMPLE:

Field Label Use the Rich Text Editor ?

Weight (kilograms)

Variable Name (utilized in logic, calcs, and exports)
weight Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use Smart Variables Piping
[+ Field Embedding](#)

Validation? (optional)
Integer

Minimum: 18
Maximum: 25

Tip for min/max limits: You may use the word **today** or **now** (not wrapped in quotes) for date/time fields to set dynamic range limits. Also, you may pipe a value from another field - e.g. `[visit_date]` or `[event_1_arm_1][age]`.

- OR -
-- select ontology service --

Action Tags / Field Annotation (optional)
@FORCE-MINMAX

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Pop-up if value is out of range

Weight (kilograms) 10

Form Status

Complete?

Lock this instrument?
If locked, no user will be able to modify this instrument for Instrument Level Lock/Unlock privileges unlocks it.

Alert

The value you provided must be within the suggested range (18 - 25).

Close

Obscuring Action Tags: Hide a field or make it not editable

@HIDDEN

Hides the field on the survey page, the data entry form, and in the REDCap mobile app. Field will stay hidden even if branching logic attempts to make it visible.

NOTE: This action tag is recommended when a field is no longer needed, but cannot be deleted.

EXAMPLE:

Edit Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label

@HIDDEN

(Field 2)

Action Tags / Field Annotation (optional)

@HIDDEN

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)

hidden Enable auto naming of variable based upon its Field Label?

ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Validation? (optional) ---- None ---- ▼

- OR -

Enable searching within a biomedical ontology ?

-- choose ontology to search -- ▼

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼

Align the position of the field on the page

Field Note (optional)

Small reminder text displayed underneath field

Save **Cancel**

Field 1	<input type="text"/>
Field 3	<input type="text"/>

Data Entry View

Add Field **Add Matrix of Fields**

Variable: field1

Field 1

Add Field **Add Matrix of Fields**

Variable: hidden

@HIDDEN

(Field 2)

Add Field **Add Matrix of Fields**

Variable: field3

Field 3

Designer View

@HIDDEN-FORM

Hides the field only on the data entry form (i.e., not on the survey page). Field will stay hidden even if branching logic attempts to make it visible. (See @HIDDEN for an example of how this tag works.)

@HIDDEN-PDF

Hides the field only in the downloaded PDF of one or more instruments (including blank PDFs, PDFs with data, and compact PDFs with data). Note: Other @HIDDEN action tags will not hide fields inside PDF exports, so @HIDDEN-PDF must be used specifically to hide fields in PDFs.

EXAMPLE:

Edit Field

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...) ▼

Field Label Use the Rich Text Editor ?

To enable the @HIDDEN-PDF action tag, insert it below into the "Action Tags/ Field Annotation" field. This will hide this field from being displayed in PDFs.

Action Tags / Field Annotation (optional)

@HIDDEN-PDF

Learn about [@ Action Tags](#) or [using Field Annotation](#)

Variable Name (utilized in logic, calcs, and exports)
hidden_pdf_action_tag Enable auto naming of variable based upon its Field Label?
ONLY letters, numbers, and underscores

How to use [Smart Variables](#) [Piping](#)

Field Embedding

Validation? (optional)
---- None ---- ▼

- or -
-- select ontology service -- ▼

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV) ▼
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Save Cancel

@HIDDEN-SURVEY

Hides the field only on the survey page (i.e., not on the data entry form). Field will stay hidden even if branching logic attempts to make it visible. (See @HIDDEN for an example of how this tag works.)

@READONLY

Makes the field read-only (i.e., disabled) on the survey page, the data entry form, and in the REDCap mobile app so that its value cannot be changed.

NOTE: This action tag is typically used in combination with other auto-fill action tags.

EXAMPLE:

Edit Field ✕

You may add a new project field to this data collection instrument by completing the fields below and clicking the Save button at the bottom. When you add a new field, it will be added to the form on this page. For an overview of the different field types available, you may view the [Field Types video \(4 min\)](#).

Field Type: Text Box (Short Text, Number, Date/Time, ...)

Field Label

@READONLY

Variable Name (utilized in logic, calcs, and exports)

readonly

ONLY letters, numbers, and underscores

Enable auto naming of variable based upon its Field Label?

How to use Smart Variables Piping

Validation? (optional) ---- None ----

– or –

Enable searching within a biomedical ontology -- choose ontology to search --

Required?* No Yes
* Prompt if field is blank

Identifier? No Yes
Does the field contain identifying information (e.g., name, SSN, address)?

Custom Alignment Right / Vertical (RV)
Align the position of the field on the page

Field Note (optional)
Small reminder text displayed underneath field

Save
Cancel

@READONLY

H 2018-12-20

In this example, @READONLY was used in combination with @TODAY.

@READONLY-FORM

Makes the field read-only (i.e., disabled) only on the data entry form (i.e., not on the survey page or mobile app) so that its value cannot be changed. (See @READONLY for an example of how this tag works.)

@READONLY-SURVEY

Makes the field read-only (i.e., disabled) only on the survey page (i.e., not on the data entry form or mobile app) so that its value cannot be changed. (See @READONLY for an example of how this tag works.)

Mobile App Action Tags: Only useful when using the mobile app

@APPUSERNAME-APP

In the REDCap Mobile App, it sets a field's value to the app username of the current mobile app user - i.e., their username in the mobile app, which is not necessarily the same as their REDCap server username that can be captured using @USERNAME.

@BARCODE-APP

Allows the REDCap Mobile App to capture the value of a barcode or QR code by scanning it with the device's camera.

@HIDDEN-APP

Hides the field only on the form ONLY on the REDCap Mobile App. Field will stay hidden even if branching logic attempts to make it visible. (See @HIDDEN for an example of how this tag works.)

@READONLY-APP

Makes the field read-only (i.e., disabled) on the form ONLY on the REDCap Mobile App so that its value cannot be changed. (See @READONLY for an example of how this tag works.)

@SYNC-APP

Can be used only for File Upload and Signature fields. If the project is initialized in the REDCap Mobile App, this will cause any image files uploaded to a record to be sent to the app so that they are viewable in the app when editing the record.

Multi-Language Management: Only useful when using the multi-language management features

@LANGUAGE-CURRENT-FORM

Allows you to capture the currently used language in projects where multilingual data is enabled on data entry forms. The @LANGUAGE-CURRENT-FORM action tag can be used on fields of type 'Text Box' (no validation), and 'Drop-down List', or 'Radio Buttons' (these need to have choices whose codes correspond to the IDs of the defined languages - e.g., 'en'). This action tag is only active on data entry forms and will always, when possible, set the field's value to the currently active language.

@LANGUAGE-CURRENT-SURVEY

Same as @LANGUAGE-CURRENT-FORM, but works only on survey pages. For multi-page surveys, @LANGUAGE-CURRENT-SURVEY needs to be used on a field of each page where capture of the language is relevant (e.g. for performing branching).

@LANGUAGE-FORCE

When used on a field, the data entry form or survey on which the field is located will be rendered in the specified language (which must have been set up using the Multi-Language Management feature). The format must follow the pattern @LANGUAGE-FORCE="???", in which the ID of the desired language should be inside single or double quotes - e.g., @LANGUAGE-FORCE="de". Piping is supported - e.g., @LANGUAGE-FORCE="[field_name]". When the language is forced successfully (i.e., it exists and is active), the language selector is hidden. Using this together with @LANGUAGE-CURRENT-FORM/SURVEY on the source field for @LANGUAGE-FORCE may be used to 'lock in' a user to their selected language.

@LANGUAGE-FORCE-FORM

Same as @LANGUAGE-FORCE, but the effect is limited to data entry forms (i.e. this does not affect surveys).

@LANGUAGE-FORCE-SURVEY

Same as @LANGUAGE-FORCE, but the effect is limited to surveys (i.e. this does not affect data entry forms).

@LANGUAGE-SET

When used on a Drop-down or Radio Button field only, this action tag will allow the field's value to control the currently shown language (in the same way as switching the language via the buttons at the top of the page).

Tip: When used in a survey, this field could be prepopulated (and thus auto-selected) by embedding a participant's language ID in the survey URL itself (for details, see the FAQ's "How to pre-fill survey questions" section).