Modifying the project information

Basics to REDCap

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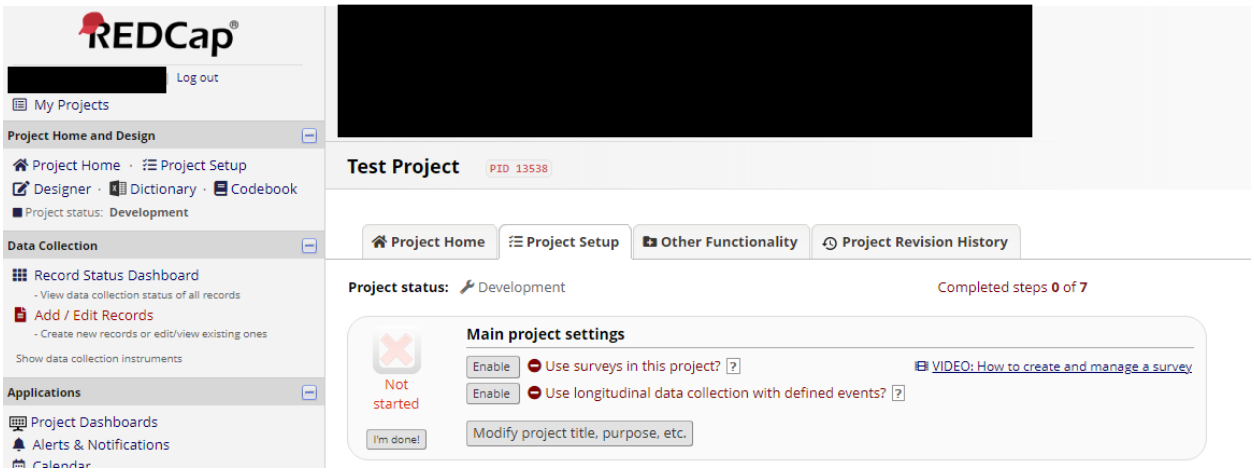
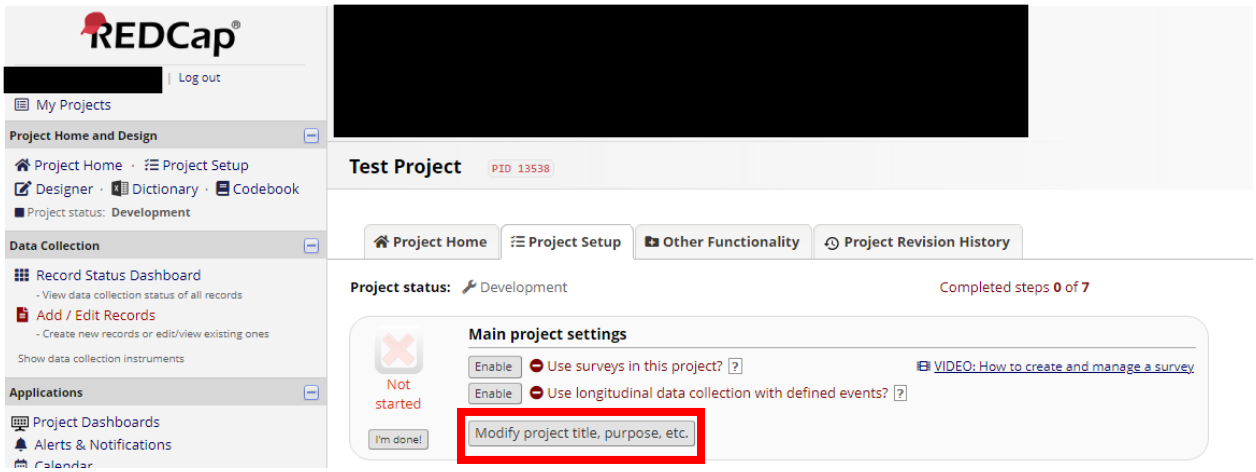
Step 1:

Open the REDCap project and go to ***Project Setup***.



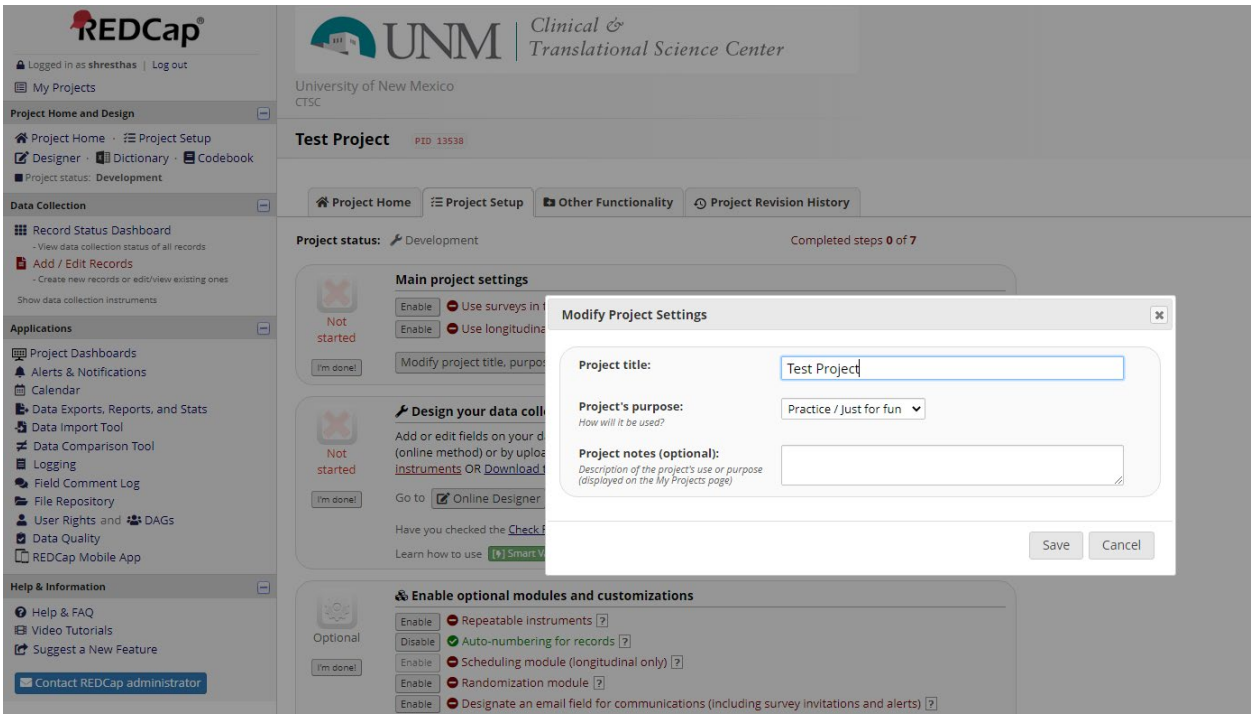
Step 2:

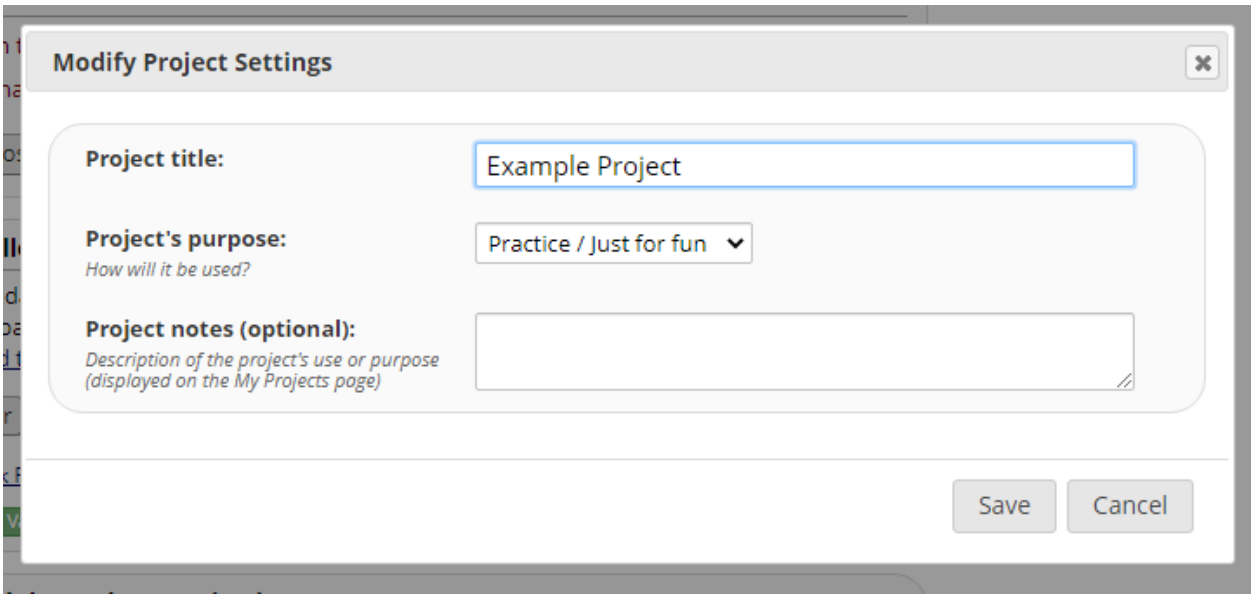
Click on ***Modify project title, purpose, etc.*** in the first box.

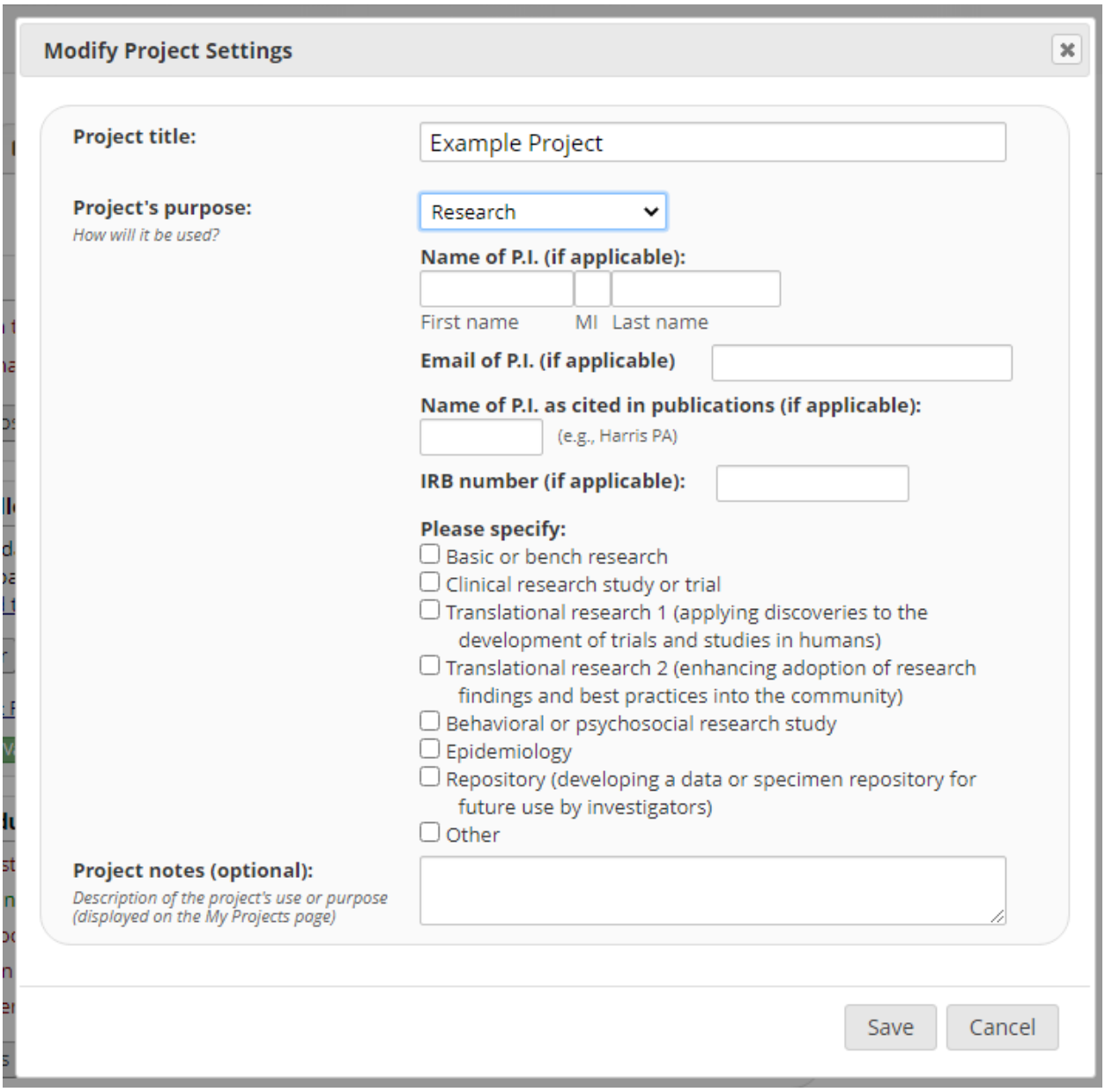


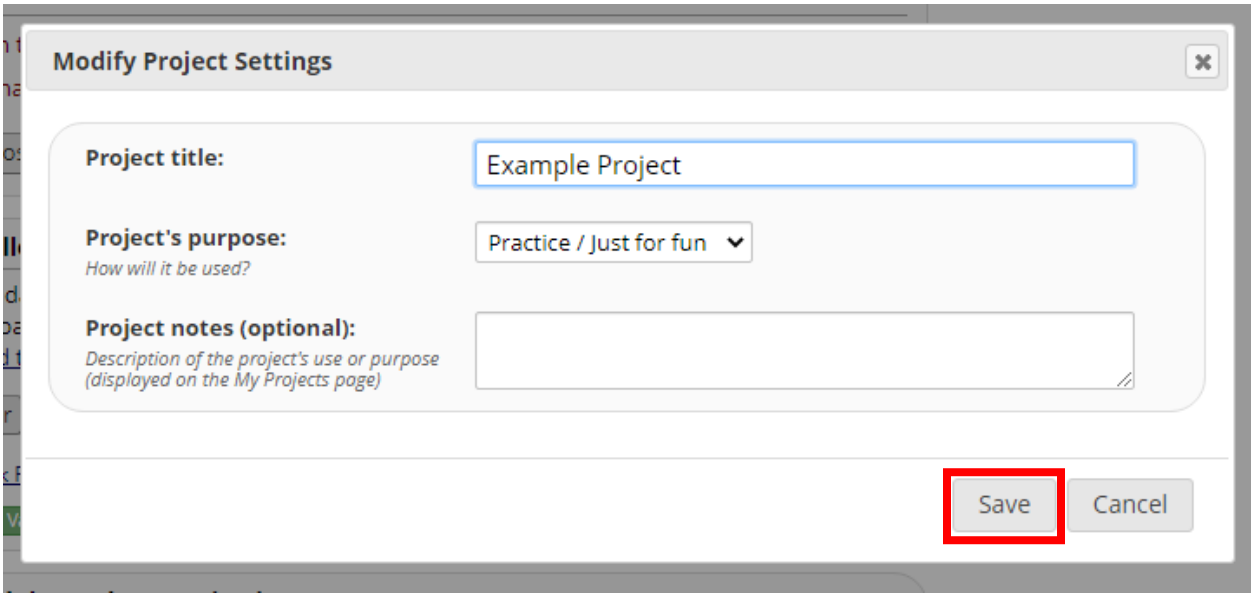
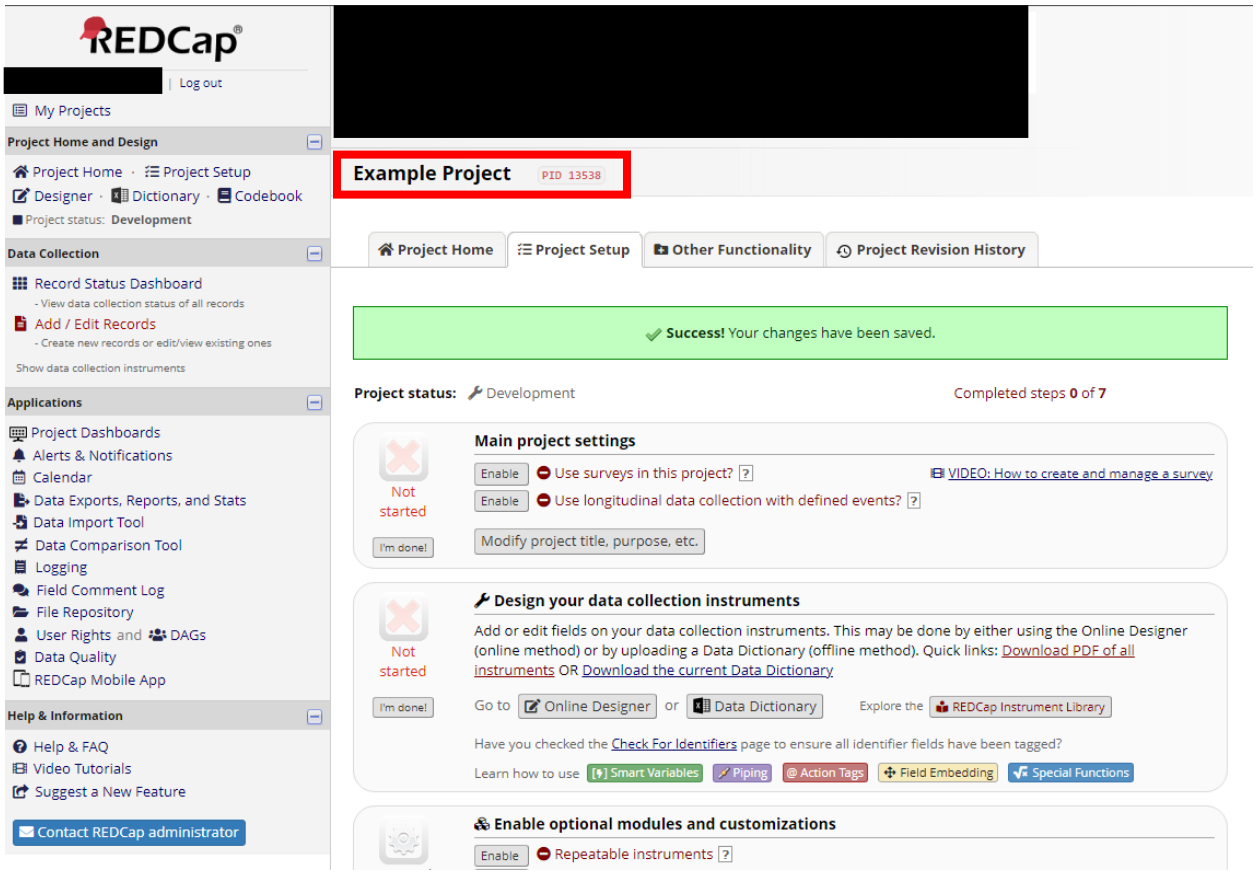
Step 3:

Here you can change the ***Project title***, ***Project's purpose***, and ***Project notes (optional)***. In this example, we will change to ***Project title*** to be "Example Project." If your ***Modify Project Settings*** popup requests additional information, you can provide it here as well. The image on page 4, shows what the popup should show for a ***Project's purpose*** of "Research" should look like.






Modify Project Settings
Project title:
Example Project
Project's purpose:
How will it be used?
Research
Name of P.I. (if applicable):
First name
MI
Last name
Email of P.I. (if applicable)
Name of P.I. as cited in publications (if applicable):
(e.g., Harris PA)
IRB number (if applicable):
Please specify:
Basic or bench research
Clinical research study or trial
Translational research 1 (applying discoveries to the development of trials and studies in humans)
Translational research 2 (enhancing adoption of research findings and best practices into the community)
Behavioral or psychosocial research study
Epidemiology
Repository (developing a data or specimen repository for future use by investigators)
Other
Project notes (optional):
Description of the project's use or purpose (displayed on the My Projects page)
Save
Cancel

Step 4:

Once you have setup the changes you would like, click ***Save***. Now when we look at the top of our page, we should see the updated title. Note, that our ***PID*** (Project Identification) does not change. You are now done with modifying your project information.