

Project Specification Guidance

When planning the REDCap build aspects of your research project, several critical factors must be determined upfront to ensure that the quote we provide you meet your needs.

Types and Number of Instruments

1. **Instruments:** Decide what types of instruments you will use to gather data—these could range from simple forms to complex surveys.
2. **Quantity:** Determine the number of distinct instruments required.

Project Duration and Events

1. **Longitudinal Studies:** Identify if the study is longitudinal (takes place over an extended period with multiple data collection points).
2. **Events:** If longitudinal, establish how many events or touchpoints will be part of the project for data collection.

Randomization and DAGs

1. **Randomization:** Establish if participants or data points need to be randomized and the methodology for doing so.
2. **DAGs (Data Access Groups):** Decide if DAGs are required and how they should be assigned.

Consent Forms and Ethical Considerations

1. **Consent:** Determine if the platform needs to incorporate informed consent forms and how these will be presented and stored.

Functionality and User Experience

1. **Functionality:** Assess if the project will need features like automatic reminders, or complex branching logic in surveys.
2. **User Experience Updates:** Evaluate if you'll need to make iterative changes to the user interface (UX) based on user feedback or other factors.

Recruitment Timeline

1. **Start Date:** Establish when the recruitment process for participants will begin. This will often influence the project's technical timeline.