Adding Records to *PanSurg_PREDICT*



Your team has been added to the PanSurg_Predict database. This is a one-page guide to entering into the system.

The data is held securely on Imperial College London servers. The platform being used for data management is REDCap 9.1. You can access the server by browser (on any device) at <u>https://redcap.imperial.ac.uk</u>

REDCap	
Log In	
Please log in with your user name and passwo	ord. If you are having trouble logging in, please contact <u>Redcap Service</u> .
	Username:
	Password:
	Log In Forgot your password?

After logging in, you will be able to see your list of projects, which will only consist of the **PanSurg_PREDICT** project. Click on it to enter the project.

Data Collection		
III Record Status Dashboard		
- View data collection status of all records		
🖹 Add / Edit Records		
- Create new records or edit/view existing ones		
Show data collection instruments		

On the left-hand side of the page is a user interface panel, a section of which contains the *data collection* tolls. To add or edit individual records, click **Add / Edit Records**

Total records: 4	
Choose an existing Record ID. Please record this number on your local in house file with associated Hospital MRN and/or NHS number so that you may return to complete data collection later.	select record 🔻
	+ Add new record

On this page you may add a new record by clicking **Add new record**. The record ID for this patient is automatically generated as a sequential number. If you are unable to use hospital or nhs number in your centre, recording this information in a local house file will be critical for reliable data entry.

Search query	
Begin typing to search the project data, then click an	
item in the list to navigate to that record.	

If you are able to use hospital or NHS numbers, you can use the **Search query** in the Add / Edit Records page to search for records by your reference.

Presentation	Past Medical History	Evaluation Of Operative Management	Surgery	Outcome
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You can also use the Record Status Dashboard to view all your records, at a macro level, at once.