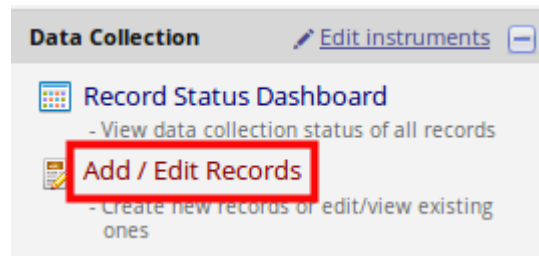


Adding Records

- Click **Add/ Edit Records**



- Click **Add New Record** to create a new participant.

Total records: 4

Choose an existing Record ID	-- select record --
	Add new record

☰ Auto Increment


This will auto increment for each new record.

NEW Record ID 5

Data Collection Instrument	Event 1	Event 2	Event 3	Event 4	Event 5
My First Instrument	<input type="radio"/>		<input type="radio"/>		<input type="radio"/>

Record Labelling

To turn off auto increment you need to click **Disable** in the **Enable optional modules and customisations** on the **Project Setup** page.



Optional

I'm done!

Enable optional modules and customizations

☒ Repeatability instruments and events ?

☒ Auto-numbering for records ?

☒ Scheduling module (longitudinal only) ?

☒ Randomization module ?

☒ Designate an email field to use for invitations to survey participants ?

Additional customizations

Each new record can be created manually by entering a record label specific to your project.


Total records: 4

Choose an existing Record ID

-- select record --

Enter a new or existing Record ID

NEW Record ID RECORD_LABEL_0001

 Data Collection Instrument	Event 1	Event 2	Event 3	Event 4	Event 5
My First Instrument	<input type="radio"/>		<input type="radio"/>		<input type="radio"/>