This external module was created by Stephen Martin and Jen Hoitenga, Children's Mercy Hospital, Kansas City, MO. We at CHOP are very grateful for their hard work on this EM.

Notes from CHOP REDCap Team: this external module is useful when you want to accommodate multiple languages within one single REDCap project with one set of variables. You will need to obtain translations of all of your questions and answer choices first (likely through <u>Language Services</u>). Then you can find this external module by navigating to the External Modules link on the left-hand menu in your project.

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You'll click the green "Enable a Module" button and search for "Multilingual", then click Enable.

😪 External Modules - Project Module Manager	
External Modules are individual packages of software that can be downloaded and installed by a REDCap administrator REDCap's current functionality, and can also provide customizations and enhancements for REDCap's existing behavior the system level or project level.	. Modules can extend and appearance at
As a REDCap administrator, you may enable any module that has been installed in REDCap for this project. Some config might be required to be set, in which administrators or users in this project with Project Setup/Design privileges can mo configuration of any module at any time after the module has first been enabled by an administrator. Note: Normal pro able to enable or disable modules.	uration settings idify the ject users will not be
DISCLAIMER: Please be aware that External Modules are not part of the REDCap software but instead are add-on packages that, in most case software developers at other REDCap institutions. Be aware that the entire risk as to the quality and performance of the module as it is used borne by you and your local REDCap administator. If you experience any issues with a module, your REDCap administrator should contact the module.	es, have been created by in your REDCap project is e author of that particular
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Available Modules	×
Multilingual - v1.9.8 Discoverable Allow survey's and data entry forms to be translated into multiple languages. Add translations via the Online Designer. View Documentation	Enable



How to Use the Multilingual Module

- 1) Create a drop-down multiple choice field in one of your forms using "languages" as the field label and variable name. (If you have an existing language field called something else other than "languages", just specify the variable name within the external module configuration).
- 2) Add your project specific language choices exactly how you would like them to appear to the survey participant (such as English, Spanish, French or Español, Français) under the Choices box. *Note: If you modify your language choices later, this can cause your translations to break. It is important to have the language choices exactly the way you want them before you add in your translations.*
- 3) Add an action tag of @HIDDEN in the Action Tags/Field Annotation box.
- 4) Refresh your browser.

Example:

Edit Field	
You may add a new project field to this data collection into button at the bottom. When you add a new field, it will be different field types available, you may view the G Field Field Type: Multiple Choice - Drop-down Lst Bingle Ans	trument by completing the fields below and clicking the Save added to the form on this page. For an eveniew of the genuiche (Imm)
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1. English 2. Español	Age the parties of the fail or the page
3. Français 4. Nederlands	Field Note (spinse)
Enable auto-complete for this drop-down [7] Place Instrumentally sole the channe?	
Action Tags / Field Annotation (splore) GHIDDEN	

- 5) Obtain translations.
- 6) Create a field just as you normally would and save it.
- 7) Click the pencil icon to edit the field. You will now see additional fields where you can enter your translations. You would need to enter the translation for each language choice, including English.



Example:

Edit Field	
You may add a new project field to this data collection is button at the botton. When you add a new field, it will b different field types available, you may view the the field field type: Text Box (2004) Text, tourbor, Date Time, a Question Number (passive) balance dates the moneyrap. Field Label	enument by completing the fields below and clicking the Save e added to the form on this page. For an overview of the formulations Variable Name particulations, size expert that have the particulation of the same expert that have the particulation of the same expert that have the particulation of the same expert that have which have which have the particulation of the same expert that have the particulation of the same expert the particulation of the same experiment the particulation of the particulation of the particulation of the same experiment the particulation of the particu
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	Save Canoil

8) If your field is required, REDCap will display "*must provide value" in red font. In order to translate this, you will want to add the following after each of your question translations.

*ENTER TRANSLATION HERE

Example:

I have a field that asks "What is your first name?" and it is required. I have the following set for my Question Translations: English: What is your first name?*must provide value Espanol: ¿Cuál es su nombre?*debe proporcionar valor Francais: Quel est votre prénom?*doit fournir de valeur Mederlands: Wat is je voornaam?*doit fournir de valeur



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Questions	
English	What is your first name? <spa< td=""></spa<>
Español	¿Cuál es su nombre? <span cla<="" td="">
Français	Quel est votre prénom? <spar< td=""></spar<>
Nederlands	Wat is je voornaam? <span cla<="" td="">

9) If you are using validations such as MDY, Integer, Email, etc – you can translate the error message that will appear if the survey respondent does not provide the proper value by entering the translations under the Error/Validation Messages fields. This is done in the External Module configuration.

Example:

I am using a validation type of Date (M-D-Y) and if the survey respondent did not enter the correct format, an error message will pop up that states "The value you provided could not be validated because it does not follow the expected format."

I have the following set for my Error/Validation Messages:

English: The value you provided could not be validated because it does not follow the expected format.

Espanol: El valor proporcionado no se pudo validar porque no sigue el formato esperado. **Francias:** La valeur que vous avez fournie n'a pas pu être validée car elle ne suit pas le format attendu.

Nederlands: De door u opgegeven waarde kan niet worden gevalideerd omdat het niet het verwachte formaat volgt.

Error/Validation Messages		
English	The value you provided could not	
Español	El valor proporcionado no se pud	
Français	La valeur que vous avez fournie r	
Nederlands	De door u opgegeven waarde kar	

10)If you are using the File Upload field type or the Signature field type or using a date validation, you can translate the text that is shown by adding translations under the Answers fields.



Example:

I am using the field type of File Upload and I am asking the survey respondent to upload a picture and I want to translate the "Upload Document" link.

I have the following set under Answers: English: Add Picture Espanol: Añadir imagen Francias: Ajouter une image Nederlands: Voeg foto toe

Answers	
English: 0	Add Picture
Español: 0	Añadir imagen
Français: 0	Ajouter une image
Nederlands: 0	Voeg foto toe

Additional options:

- Translation of field notes by the action tag "@p1000notes"
- Translation of Slider/Visual Analog Scale
- Default error messages for text validation fields can be set up in the configuration, instead of setting it up for each individual field.
- Translate Stop Action text

Notes:

- If you modify your language choices in any way, this can cause your translations to break. This includes changing the spelling or adding a tilde or accent mark.
- The multilingual module will not work on the following field types and misc. other sections:
 - Dropdown (Single Answer) with autocomplete enabled.
 - Section Headers/Matrix Headers (use descriptive text field instead)

