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| **Identify the Research Question (s) you want to answer.***Being clear about your question will help make sure you collect the right data. What is your project’s hypothesis? What are we trying to answer?*Click or tap here to enter text. |
| **DATA BASICS** |
| **What kind of data is available?***Make a list of all of the data that is needed to answer the research question (s).*Click or tap here to enter text. |
| **What is the source for data collection?** What is the method for data collection?*Will you use a survey, phone interviews, observations, medical records, etc?*Click or tap here to enter text. |
| **What type of data will be collected?***This is critical for creating a Data Collection Form.*Click or tap here to enter text. |
| **How much data will be needed?***This question may require some assistance from a statistician.* Click or tap here to enter text. |
| **COLLECTING DATA** |
| **What is your plan for starting data collection?** *How will you actually go about collecting data?*Click or tap here to enter text. |
| **When will you collect data?***Define the data collection period and appropriate timeframes.* Click or tap here to enter text. |
| **How are you going to measure the data?***This question coincides with how you plan to analyze the data that you collect.* Click or tap here to enter text. |
| **Who is going to collect the data?***Identify person(s) who will collect the data.* Click or tap here to enter text. |
| **RECORDING DATA** |
| **Where will be data be recorded?***Have you created a data collection sheet/template? How will the data be displayed?*Click or tap here to enter text. |
| **Where will the data be stored?***Data must be permanently stored in RedCap. Has a RedCap project been created?*Click or tap here to enter text. |
| **How will you ensure consistency and stability?***How will you make sure data is consistently collected each time? How will you ensure that there are no biases in your data collection?*Click or tap here to enter text. |
| **SHARING DATA** |
| **Will data be shared?** *Describe to whom data will be shared. A Data Use Agreement might be required.* Click or tap here to enter text. |