

Research Personnel Training Log (optional)

1. Log into REDCap using the link: <https://wcredcap.wchospital.ca/> and create a new REDCap Project.
2. Follow the arrows below to locate the project template within REDCap.

+ Create a new REDCap Project

You may begin the creation of a new REDCap project on your own by completing the form below and clicking the Create Project button at the bottom. **Your project will not be created immediately**, but your request will be quickly reviewed by a REDCap administrator, after which you will be notified via email when the project has been created.

Project title:

Project's purpose:

How will it be used?

Assign project to a Project Folder?

Project notes (optional):
Description of the project's use or purpose (displayed on the My Projects page)

Project creation option:

- Empty project (blank slate)
- Upload a REDCap project XML file (CDISC ODM format) ?
- Use a template (choose one below)

★ Choose a project template

<small>select template</small>	<small>Template title (sorted by title)</small>	<small>Template description</small>
<input type="radio"/>	Research Personnel Training Log	A template to allow study teams to create a REDCap Project for Training Purposes

Select "Use a template" under the Project creation option.

Select "Research Personnel Training Log" to use the template.

Note: instructions on the use of this template can be found within the template itself.