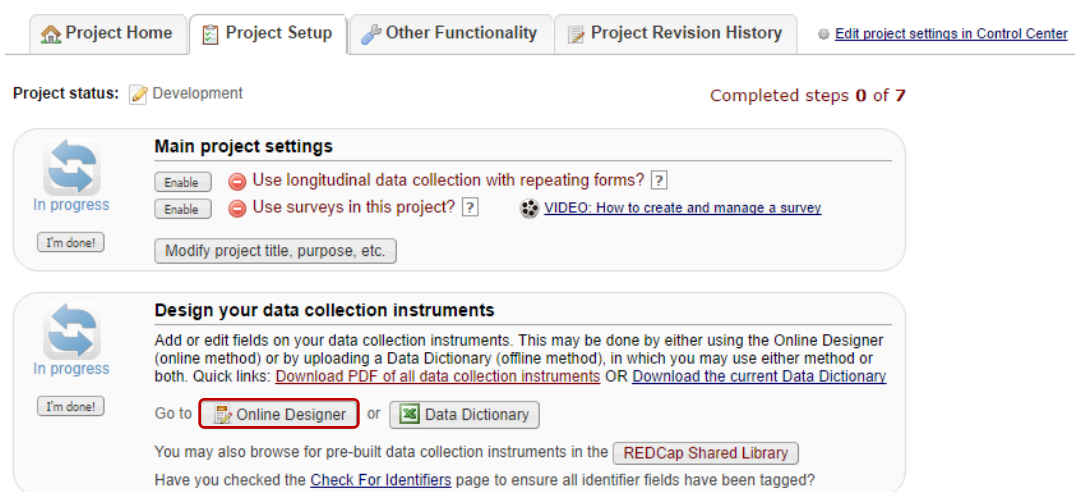


Adding HTML Tags onto REDCap Instrument form fields

REDCap enables users to be able to change the colour of an instruments text, surrounding area with a different colour text box, unbold text from the default bold, italic text. This document will go through some of the HTML tags you are able to use within a REDCap a project, if you are unsure if you can add a HTML tag please give it a go, or email red-cap@unimelb.edu.au to have it added to this guide or to see if it is able to be added.

Adding HTML tags to fields

1. Log into REDCap
2. Select your required project from the 'My Projects' tab
3. On the 'Project Setup' tab, under 'Design your data collection instruments' select the 'Online Designer' button



Project status: Development Completed steps 0 of 7

Main project settings

In progress

☐ Enable ☒ Use longitudinal data collection with repeating forms? [VIDEO: How to create and manage a survey](#)

☐ Enable ☒ Use surveys in this project? [VIDEO: How to create and manage a survey](#)

Design your data collection instruments

In progress

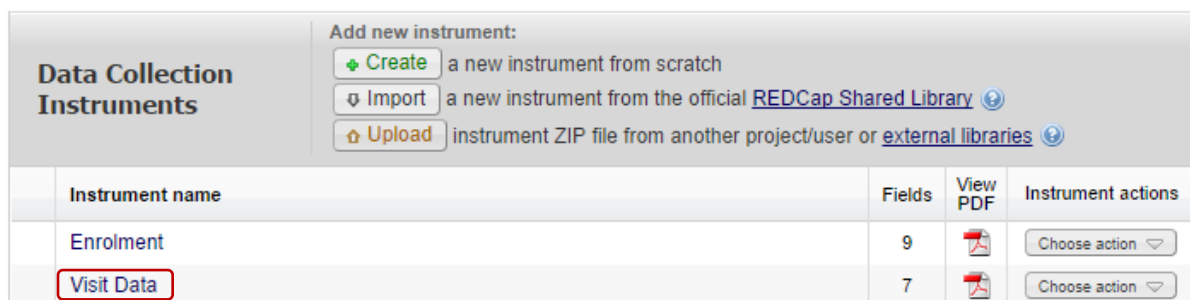
Add or edit fields on your data collection instruments. This may be done by either using the Online Designer (online method) or by uploading a Data Dictionary (offline method), in which you may use either method or both. Quick links: [Download PDF of all data collection instruments](#) OR [Download the current Data Dictionary](#)

Go to Online Designer or Data Dictionary

You may also browse for pre-built data collection instruments in the [REDCap Shared Library](#)

Have you checked the [Check For Identifiers](#) page to ensure all identifier fields have been tagged?

4. In the 'Data Collection Instruments' open your required form i.e. the Visit Data form



Data Collection Instruments

Add new instrument:

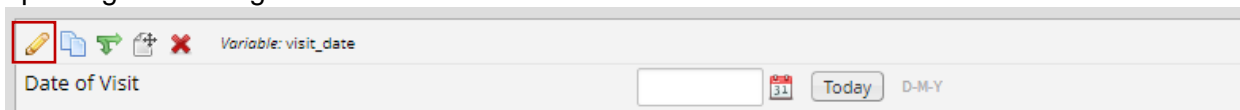
Create a new instrument from scratch

Import a new instrument from the official [REDCap Shared Library](#)

Upload instrument ZIP file from another project/user or [external libraries](#)

Instrument name	Fields	View PDF	Instrument actions
Enrolment	9		<input type="button" value="Choose action"/>
Visit Data	7		<input type="button" value="Choose action"/>

5. Select the 'Edit pencil' button at the top left of the required field you want to modify, if updating an existing form



Variable: visit_date

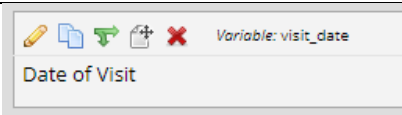
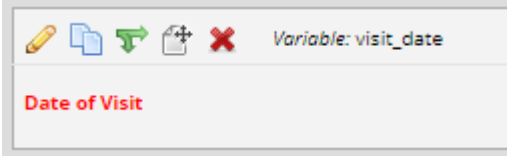
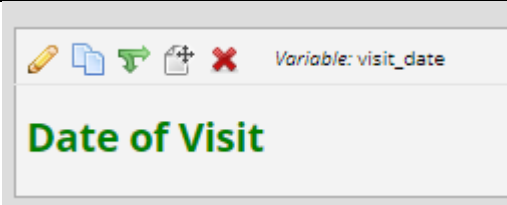
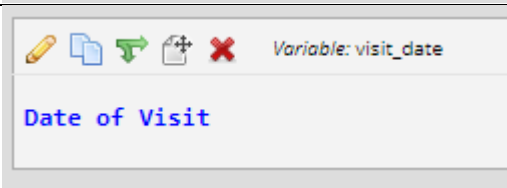
Date of Visit Today D-M-Y

Please note: You can skip this step and go to the table in step 6 if you doing this when adding new fields to the instrument

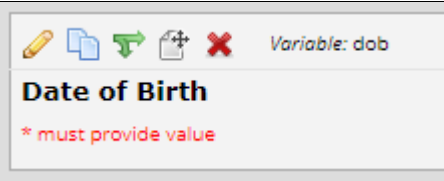

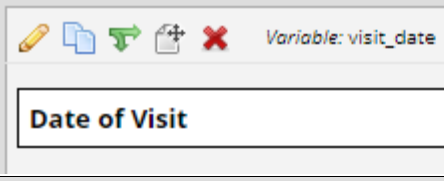
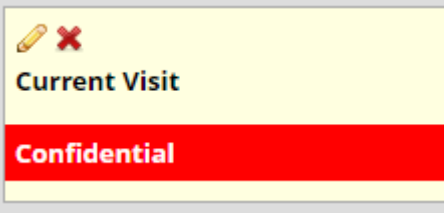
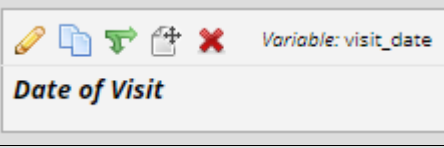
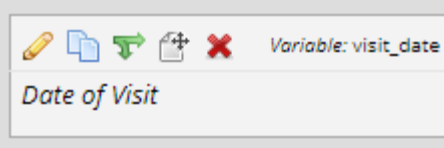
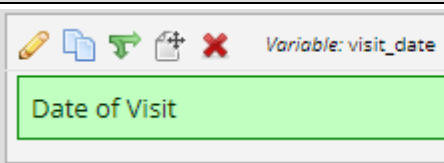
REDCap How To guide

6. The below table lists the HTML tags and a sample of what they will look like on the instrument/form. The HTML tag is added around the text in the Field Label section of editing or adding a new field.

Please note: The Text in the red between the tags is the text you right, the start with the <> and the end </> is the opening and closing of the tag, below are examples and a guide only

How to change the text	HTML Tag	Screenshot of the HTML tag
Unbold text	<code><div style="font-weight:normal;">Date of Visit</div></code>	
Small coloured Text, in a paragraph style. Other text colours are: red, blue, green	<code><p style="color:red; font-size:75%;">Date of Visit </p></code>	
Large, bold green text in a paragraph style Other text colours are: red, blue, green	<code><p style="color:green; font-weight:bold; font-size:150%;"> Date of Visit</p></code>	
Coloured monospace text in a paragraph style. Other text colours are: red, blue, green	<code><p style="color:blue; font-family: monospace;">Date of Visit</p></code>	
Change the font-family to Arial	<code><div f style="font-family:arial;" >Date of Birth</div></code>	

REDCap How To guide

Change the font-family to Verdana	<code><div style="font-family:verdana;">Date of Birth</div></code>	
Change the font-family to Courier	<code><div style="font-family:courier;">Date of Birth</div></code>	
Black bold text in a white box	<code><p style="display:block; padding:5px; border:1px black solid; background-color:white; ">Date of Visit </p></code>	
Section Header with confidential white text and red box and default bold heading. With a line break 	<code>Current Visit
 <div style="width:100%; color:#FFF; background-color:#F00; padding:5px; position:relative; top:-5px; left:-5px;">Confidential</div></code>	
Italic text and default bold text	<code><i> Date of Visit </i></code>	
Italic text and unbold text	<code><div style="font-weight:normal;"><i>Date of Visit</i></div></code>	
Text and background box colour green Other colours to use are: red, blue, green	<code><div class="green"> Date of Visit </div></code>	

Glossary of Terms

HTML term/tag	Meaning
p	Paragraph, this places the text into a paragraph format with space before the first line and after the first line. This can be combined with other elements style= font family, font size, font weight, colour
br	This tag means a line break
div	This is a division or section, it is used within HTLM to contain other elements such as style= font family, font size, font weight, colour