

REDCap User rights		
Access to:		Recommended for user(s):
Project Design and Setup		REDCap Manager
User Rights		REDCap Manager, Project Administrator
Data Access Groups		REDCap Manager, Project Administrator
Data Exports	No Access	Basic users
	De-Identified* (all free-form text fields will be removed, as well as any date/time fields and Identifier fields.)	<i>None (not recommended)</i>
	Remove All Identifier Fields	Project Administrator
	Full Data Set	REDCap Manager, Project Administrator
Survey Distribution Tools		REDCap Manager, Project Administrator
Alerts & Notifications		REDCap Manager, Project Administrator
Calendar		All users
Add/Edit/Organize Reports		All users
Stats & Charts		All users
Data Import Tool		REDCap Manager, Project Administrator
Data Comparison Tool		All users
Logging		REDCap Manager, Project Administrator
File Repository		All users
Data Quality		REDCap Manager
API		<i>None (not recommended)</i>
REDCap Mobile App		<i>None (not recommended)</i>
Create Records		Users who entry data
Rename Records		REDCap Manager, Project Administrator
Delete Records		REDCap Manager, Project Administrator
Record Locking Customization		REDCap Manager, Project Administrator
Lock/Unlock Records (instrument level)	Disabled	Basic users
	Locking / Unlocking	REDCap Manager, Project Administrator
	Locking / Unlocking with E-signature authority	
Lock/Unlock *Entire* Records (record level)		REDCap Manager, Project Administrator

User rights:	Description:
Project Design and Setup	User can change project title, add new users to the database, manage whole project (edit database fields, create a new one, ...)
User Rights	User can change user rights stated below to all users
Data Access Group	User can manage Data Access Groups (DAGs), in which only users within a given Data Access Group can access records created by users within that group.
Data Exports	User can export data from the database.
Survey Distribution Tools	User can obtain the survey link to email it to participants.
Alerts & Notifications	User can construct alerts and send customized notifications.
Calendar	User can use calendar as a project calendar within this project to help organize schedule and keep track of any upcoming events.
Add/Edit/Organize reports	User can create a report (table) of project participants according to specific conditions
Stats & Charts	User can create a report (stats and charts) of project participants according to specific conditions
Data Import Tool	User can import data to the project via csv table.
Data Comparison Tool	User can comparing two records currently in the project.
Logging	User can watch changes on the database created by other users
File repository	User can upload files into REDCap file repository
Data Quality	User can check quality of the data by Data Queries (function for every database field, when you can write some notes or questions for other users)
API	REDCap API is an interface that allows external applications to connect to REDCap remotely, and is used for programmatically retrieving or modifying data or settings within REDCap
REDCap Mobile App	The REDCap Mobile App is an app that can be installed on an Android or iOS tablet or mobile device so that data may then be collected in an offline fashion on that device.
Record Changes	User can create, rename or delete record of participant. Also can lock entire record or lock record only for some users
Lock Records	User can set pertaining to records and forms locking and E-signatures