Project終了時の手順

【1】入力データをエクスポートする

①左メニューより、Data Exports, Reports, and Statsをクリック
 ②Export dataをクリック
 ③出力フォーマットを選択し、右下のExportDataをクリックする



[2]データ収集フォーマットをエクスポートする(⑥~⑨はlongitudinal dataを有効にしている場合)

④Project Setupをクリック

- ⑤Download the current data dictionaryをクリックしてdata dictionaryをダウンロード
- ⑥Difine My Eventsをクリック
- ⑦画面中ほどのUpload or download arms/eventsをクリックし、下のDownload events(CSV)を選択し、eventの設定ファイルをダウンロード
- ⑧Designate Instruments for My Eventsタブをクリック
- ⑨ Upload or download Instrument Mappingをクリックし、下のDownload instrument-event mappings(CSV)
 を選択しinstrument-event mappingsをダウンロード

A Project H	Home	ੰΞ Project Setup	4 Other Functionality	Project Revision History	
Project status:	Prod	luction		Completed st	teps 9 of 9
	Main	n project settings			
Complete!	Some	options below are disab	bled because they may not be mo	odifed once the project is in production	status.
completer	Disable Sub logiculinal data collection with defined events? ?				
	Mod	lify project title, purp	pose, etc.		
	۶ 🍾	esign your data co	ollection instruments		
Complete!	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 of Download the current Data Dictionary				
	Go to Learn	how to use [7] Smar	er or 🛄 Data Dictionary t Variables 🖉 Piping @Act	ion Tags	
	۶ 🖌	efine your events	and designate instrume	ents for them	
Complete!	Creat Go to	e events for re-using Define My Events	or Designate Instrument	ts and/or set up scheduling, ts for My Events	
Not complete?					

		📕 Upload or download arms/events 🗢
m 1: Arm 1 +Add Ne	v Arm	
· <u>·</u>		Download arms (CSV)
n name: Arm 1		Upload events (CSV)
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Project Set	up 🕒 Define My Events	(optional) (auto-generated)
© Project Ser Since you have de you wish to utilize for any given proje	up Define My Events ined multiple events on the D for each event by using the tal ct record. Any and all data col	(optional) (auto-generated) Designate Instruments for My Events efine My Events page, you may now select which data collection instru- ble below. This allows you to enter data on any data collection form m ection instruments can thus be used for any event defined.
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Project Set Since you have de you wish to utilize for any given proje Click the <i>Begin Edit</i> When you are finite	up Define My Events ined multiple events on the D for each event by using the tai ct record. Any and all data coll <i>ing</i> button to change the relati hed making changes, click the	(optional) (auto-generated) (auto-generated) Posignate Instruments for My Events Pole below. This allows you to enter data on any data collection instru- below. This allows you to enter data on any data collection form m ection instruments can thus be used for any event defined. onships below by designating which forms you wish to utilize for which Save button to finalize your changes. Upload or download instrument mappings

[3] プロジェクトをAnalysis/CleanupモードまたはCompletedモードまたは削除する

⑩をクリックし、⑪のAnalysis/Cleanupモードにする場合はMove Analysis/Cleanup statusをクリック。
 Completedモードにする場合は、Mark project as Completedをクリックします。削除の場合はRequest delete projectをクリックすると、管理側でプロジェクトの削除を行います。

Analysis/Cleanupモード: My Projectsから該当プロジェクトを参照することができ、データのExportもできます。 Completedモード:オフラインとなり、My Projectsから削除されます。

