

Navigation Sheet – Multi-Language Management

Compliance & Data Office

Research Support Office



**Karolinska
Institutet**

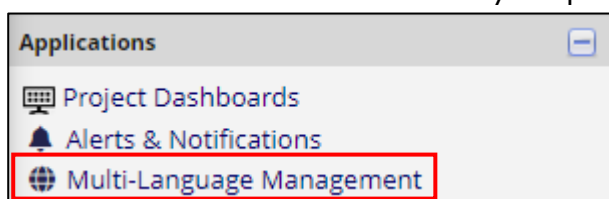
Introduction

Multi-language support in REDCap works by providing translations for each display item, i.e., field labels, choice labels, and user interface elements. Translations for each supported item can be set in the Multi-Language Management (MLM) module. In case an item is not translated, the item will be shown in the language defined as fallback, or, if not set there either, the default text will be used.

The default language is defined as the one that has been used to set up the project's data dictionary (what is shown in the Online Designer). A default language must always be defined.

Instructions




1. Navigate to the Multi-Language Management (MLM) module. You will find this on the left-hand side in your project under Applications.



2. Create your default language (i.e., used when creating your fields, instruments, etc.). This will serve as the reference for the other languages. Click on Add a new language.

Multi-Language Management

On this page you can create and configure multiple display languages, alternatively export and import translations using a file. Do not forget to save your changes when you are done editing. NOTE: [This page will not auto-translate your content](#)

 Languages  Settings —  Save Changes

Manage the available languages in this project using the following steps:

1. Create your default language (i.e., used when creating new content)
2. Add other languages that you wish to offer as a translation
3. Translate your default text into different languages by using the translation tool
4. Test your translations by switching back and forth between the default language and the available languages for selection on those places.
5. Learn how to implement some language-related actions

[+ Add a new language](#)

Fill out a Language ID and a Language Display Name and then click "+Add Language".

Add New Language

Language ID

A unique identifier (case-insensitive) for this language. It is recommended to use the ISO code, such as 'en' or 'en-US' for English, or 'es' for Spanish. **Use only letters and hyphen.** [View list of ISO 639-1 language codes](#)

Language Display Name

This is the name of the language as shown in the language selectors. This should be entered in its language, such as 'English' or 'Deutsch' (for German).

Sort Override (optional)

If set, this will be used instead of the display name for determining the sort order of languages in language selectors.

3. Add other languages that you wish to offer as a translation of the default language. If you have made a language file in another project and saved it on your computer, you can reuse that file by importing it to your new project.

Add New Language

Language ID

A unique identifier (case-insensitive) for this language. It is recommended to use the ISO code, such as 'en' or 'en-US' for English, or 'es' for Spanish. **Use only letters and hyphen.** [View list of ISO 639-1 language codes](#)

Language Display Name

This is the name of the language as shown in the language selectors. This should be entered in its language, such as 'English' or 'Deutsch' (for German).

Sort Override (optional)

If set, this will be used instead of the display name for determining the sort order of languages in language selectors.

If you want to add a Swedish language file, you can import the file that we have made available in the REDCap system, where most interface and setting texts have been translated.

Add New Language

Import language data ...

from a file (JSON, CSV, or INI)

Choose or drop file... Browse

Include the following:

- Translations of user interface items
- Translations of project-specific items*
*These include: fields, survey settings, ASIs, alerts, missing data code labels, ...

- or -

from available system languages

Svenska ▼

Cancel
Import

4. Once you've added your languages, you need to activate them, and you can also choose to change the default language if needed.

ID	Display Name	Active	Default	Fallback	RTL ?	Actions
en	English	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sv	Svenska	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

5. Now you can translate your default text by navigating between the different bars on top. You can translate text in forms and surveys as well as interface text, alerts and setting information. You then need to activate your instruments for translations. If you wish to translate the fields and settings for the forms and surveys, you then click on “Translate” for each specific setting.

Click a button below to select a language to translate:

English * Svenska

Use this page to manage which instruments will be translated, separately in data entry and survey modules, and sub-pages, such as field exclusions (default language only), or translations of field items (labels, etc.), and emails.

Instrument	Data Entry	Survey	Fields	Survey Settings	ASIs	Export
Enkät 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Translate	Translate	—	Export
Enkät 2	<input type="checkbox"/>	<input type="checkbox"/>	Translate	—	—	Export

6. All fields missing translations will be marked in red. Every time you add new translations or make any changes in the MLM, you will need to save your changes before navigating to another module.

Click a button below to select a language to translate:

English * Svenska

Fields

Instrument: **Enkät 1** - [Survey Settings](#)

CTRL-G - Go to field: Hide translated items [Refresh](#)

HINT: You may check the checkbox next to each field to mark it as "done" if its text does not require translation.

record_id

fraga1

Field label translation:

Default text: [Fråga 1](#)

7. Test your translations by switching back and forth between languages on your data entry forms and/or surveys. Note that only active languages will be available for selection on those places.

Enkät 1

AAA Svenska

English Svenska

Vänligen fyll i nedan frågor.

Tack!

1) Fråga 1

2) Fråga 2 Högt Mellan Lågt

återställ

Skicka

8. You can also use language-related action tags if desired. When using the @LANGUAGE-SET action tag, you can add your language choices as a multiple-choice field in your instrument.

Field Type: Multiple Choice - Radio Buttons (Single Answer) ▼

Question Number (optional)
Displayed only on the survey page

Field Label Use the Rich Text Editor ?
Language

Choices (one choice per line) [Copy existing choices](#)
en, English
Sv, Svenska

[How do I manually code the choices?](#)

Action Tags / Field Annotation (optional)
@LANGUAGE-SET

Learn about [@ Action Tags](#) or [using Field Annotation](#)

9. If you want one of the languages in the multiple-choice list to be set as the default language choice, you can add the @DEFAULT action tag.

Action Tags / Field Annotation (optional)
@LANGUAGE-SET @DEFAULT='en'

Learn about [@ Action Tags](#) or [using Field Annotation](#)