

# Flight Tracker Consortium Meeting

July 6, 2022



[www.edgeforscholars.org](http://www.edgeforscholars.org)

# Meeting Agenda



## **What's New?**

**ERIC (Dept. of Ed.) Data Pulls  
Viewing Scholar Grants**

## **Deep Dive: Getting Started – Verna**

## **What's Next?**

**Upload Prior NIH Training Tables (5 & 8)  
NIH Training Tables 2-4?**

## **Office Hours with Rebecca & Scott**



# What's New?

## ERIC Data Pulls



- Most CTSA's have some sort of educational component
- Further, Vanderbilt education researchers have requested to hook up Flight Tracker here.
- Education's PubMed = ERIC
- **4.12.0 and later**
- Plan to explore adding Department of Education grants via data from the Institute of Education Services



- Opens potential uses for educational research groups in REDCap

## ERIC Caveats



- ERIC does not list institutions consistently
- But Flight Tracker's policy is to match by name & institution!
- **Thus, by default, ERIC is turned off and must be turned on manually.**
  - Can turn on one record at a time (in Scholar Profiles).
  - -OR- can turn on for entire Flight Tracker project.
- Publications Wrangler to sift out false matches (e.g., Julie Taylor)



## Viewing Scholar Grants



Grab records five at a time for quicker viewing  
(Kind of like Social Media's "infinite scrolling")

[https://redcap.vanderbilt.edu/plugins/career\\_dev/charts/makeGrantTable.php?pid=66635&CDA](https://redcap.vanderbilt.edu/plugins/career_dev/charts/makeGrantTable.php?pid=66635&CDA)

[https://redcap.vanderbilt.edu/plugins/career\\_dev/charts/makeGrantTable.php?pid=66635](https://redcap.vanderbilt.edu/plugins/career_dev/charts/makeGrantTable.php?pid=66635)



# Deep Dive

## Getting Started

## Getting Started...



## How do you envision using Flight Tracker?

- To gather information about grants, publications, and other externally generated (outside your institution) data
  
- To merge externally generated data with data you've collected on your scholars.



# Getting Started: Collecting external data



## Requirements for project set up:

- 1) Turn on FT external module in REDCap
- 2) Add API import and export rights to your user
- 3) Generate an API token at the start of the project
- 4) Add a list of departments and resources
- 5) Assign user rights
- 6) Upload your list of scholars to the project
- 7) Set project to run overnight
- 8) Publication wrangling may begin after about 24 hours after starting project

# Adding API import and export rights



(Not expecting this page? [Click Here](#) to Disable Flight Tracker)

## Flight Tracker Installation

This user must have **API Import rights** for this project in order to install Flight Tracker

This user must have **API Export rights** for this project in order to install Flight Tracker

To assign API rights, follow the link, select your username from the list, select 'Edit user privileges,' and check API Import rights, API Export rights.

# Adding a list of departments and resources

A screenshot of two Notepad windows side-by-side. The left window, titled 'departments - Notepad', contains a list of departments with blue redaction boxes covering parts of the text. The right window, titled 'Resources - Notepad', contains a list of resources, with 'Grants Repository - Shared' highlighted in blue. Both windows have a menu bar with 'File', 'Edit', 'Format', 'View', and 'Help' options.

departments - Notepad

File Edit Format View Help

Anesthesiology [redacted]  
Biochemistry [redacted]  
Biological Sciences [redacted]  
Biomedical Informatics [redacted]  
Cancer Biology [redacted]  
Cell and Developmental Biology [redacted]  
Center for Human Genetics Research [redacted]  
Chemistry [redacted]  
Emergency Medicine/Administration [redacted]  
Health Policy [redacted]  
Hearing And Speech Sciences [redacted]  
Institute for Global Health [redacted]  
Kennedy Center Institute (MC) [redacted]  
Mechanical Engineering [redacted]  
Medicine [redacted]  
Medicine/Allergy Pulmonary & Critical Care [redacted]  
Medicine/Cardiovascular Medicine [redacted]  
Medicine/Clinical Pharmacology [redacted]  
Medicine/Dermatology [redacted]  
Medicine/Diabetes Endocrinology [redacted]  
Medicine/Epidemiology [redacted]  
Medicine/Gastroenterology [redacted]

Resources - Notepad

File Edit Format View Help

Shut up and Write  
Grant Pacing Workshop  
Edge Reviews  
Manuscript Sprint  
Science of Writing  
Studio  
Community Engage Studio  
Pathways Studio  
Pilot Funding  
Grants Repository - Accessed  
Grants Repository - Shared

# Assigning User Rights



**REDCap®**

Logged in as wrightvn | Log out

- My Projects
- REDCap Messenger
- Contact REDCap administrator

**Project Home and Design**

- Project Home
- Project Setup
- Designer
- Dictionary
- Codebook
- Project status: Development

**Data Collection**

- Record Status Dashboard
- Add / Edit Records
- Show data collection instruments

**Applications**

- Project Dashboards
- Alerts & Notifications
- Multi-Language Management
- Calendar
- Data Exports, Reports, and Stats
- Data Import Tool
- Data Comparison Tool
- Logging and Email Logging
- Field Comment Log
- File Repository

Sample Flight Tracker PID 154760

- Project Home
- Project Setup
- User Rights
- Data Access Groups

This page may be used for granting users access to this project and for managing the user privileges of those users. You may also create roles to which you may assign users (optional). User roles are useful when you will have several users with the same privileges because they allow you to easily add many users to a role in a much faster manner than setting their user privileges individually. Roles are also a nice way to categorize users within a project. In the box below you may add/assign users or create new roles, and the table at the bottom allows you to make modifications to any existing user or role in the project, as well as view a glimpse of their user privileges.

Upload or download users, roles, and assignments

**Add new users:** Give them custom user rights or assign them to a role.

Add new user

— OR —

Assign new user to role

**Create new roles:** Add new user roles to which users may be assigned.

Enter new role name

(e.g., Project Manager, Data Entry Person)

Role name <small>(click role name to edit role)</small>	Username or users assigned to a role <small>(click username to edit or assign to role)</small>	Expiration <small>(click expiration date to edit)</small>	Project Design and Setup	User Rights	Data Access Groups	Data Viewing Rights
—	pearsosj (Scott Pearson)	never	✓	✓	✓	1 View & Edit
—	wrightvn (Verna Wright)	never	✓	✓	✓	1 View & Edit







**Off to the races!**



Once you set your project to run overnight, Flight Tracker goes to work for you.

Wait a few days before you start publication wrangling (or not).



# Publication Wrangling



Rebecca Helton's presentation on publication wrangling:

[https://redcap.vanderbilt.edu/plugins/career\\_dev/help/video.php?video=2022-06-01](https://redcap.vanderbilt.edu/plugins/career_dev/help/video.php?video=2022-06-01)

**“I have customized data I’d like to import”**



## Spotlight: Vanderbilt's MSTP data import project



The director of our Medical Scientist Training Program reached out to Scott to inquire about customizing a Flight Tracker project.

Issues:

- Lack of comprehensive data gathering tool
- Tedious analytical process come reporting and grant renewal time



# Customizing Flight Tracker to import your data



This project required a little more prepping upfront



## Much to do about data



Additional steps required:

- 1) Adding new customized data labels to the Flight Tracker data dictionary for the project
- 2) Uploaded new data dictionary into the MSTP project
- 3) Made sure each cell in the MSTP spreadsheet corresponded with a specific data label
- 4) Modified data on spreadsheet for easier upload:
  - Yes or no questions, multiple choice answers, text
- 5) Uploaded spreadsheet

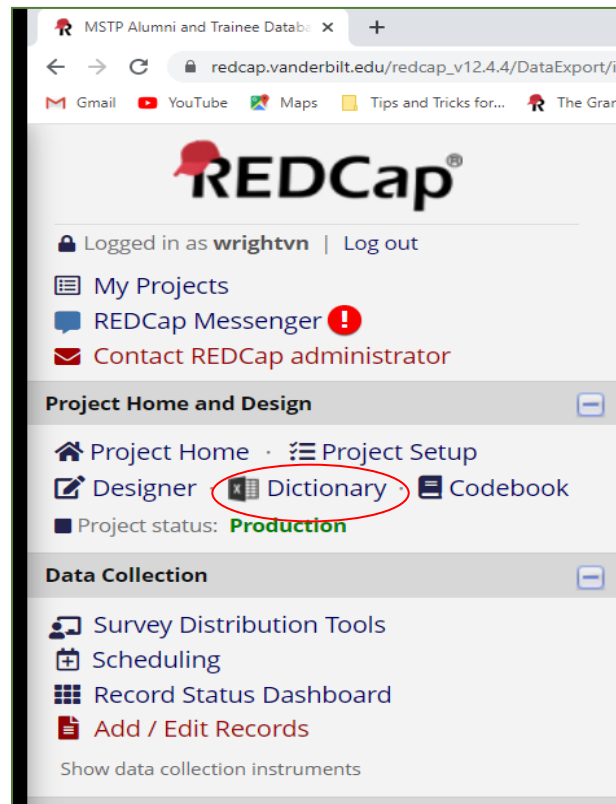
## When Getting Ready for Data Importing



### Data Dictionary:

- You will need to download, customize, then upload new version of the data dictionary
- View the [Data Dictionary Tutorial Video \(10 min\)](#) for instructions on how to build your custom data dictionary. You can also refer to the instructions listed on REDCap's [Help & FAQ page](#).
- A transcript of the data dictionary may be downloaded if you prefer to read through the instructions on your own.

# Data Dictionary Interface



# Download the Data Dictionary



Browser tabs: Gmail, YouTube, Maps, Tips and Tricks for..., The Grant Reposito..., Adobe Acrobat Ho..., Newman Society Fil..., Edge for Scholars ..., Edge for Scholars ..., https://redcap.vand..., Limited Submission...

Navigation: Project Home, Project Setup, Online Designer, **Data Dictionary**, Codebook

Left sidebar: My Projects, REDCap Messenger, Contact REDCap administrator, Project Home and Design, Data Collection, Applications

VIDEO: How to use this page

This module may be used for making changes to the project, such as adding new fields or modifying existing fields, by using an offline method called the Data Dictionary. The Data Dictionary is a specifically formatted CSV file within which you may construct your project fields and afterward upload the file here to commit the changes to your project.

Click the 'Browse' or 'Choose File' button below to select the file on your computer, and upload it by clicking the 'Upload File' button. Once your file has been uploaded, changes will NOT immediately be made but will be displayed and checked for errors to ensure that all the formatting in your Data Dictionary is correct before official changes are made to the project. **Snapshot note:** A snapshot of your project's current Data Dictionary will be created automatically during the Data Dictionary upload process before committing the new Data Dictionary. The snapshot can later be accessed and downloaded from the Project Revision History page.

**Need some help?**  
If you wish to view an example of how your Data Dictionary may be formatted, you may download the [Data Dictionary demonstration file](#), or you may view the [Data Dictionary Tutorial Video \(10 min\)](#). For help setting up your Data Dictionary, you may also see the instructions listed on the [Help & FAQ](#).

**Steps for downloading project settings**

- 1.) **Download the current Data Dictionary** - Also download with other delimiters: [Comma\(,\)](#), [Tab](#), [Semicolon\(;\)](#)
- 2.) [View the Data Dictionary format](#) (see [FAQ](#) for help)
- 3.) Upload the Data Dictionary using the form below
- 4.) The changes will be made to the project after the Data Dictionary has been checked for errors

**Upload your Data Dictionary file** (CSV file format only)  
Format for min/max validation values for date and datetime fields: MM/DD/YYYY or YYYY-MM-DD  
Choose the delimiter for the uploaded file: Comma (,)

Choose File | No file chosen

Upload File

Taskbar: javascript: data Quality, 4:56 PM, 6/29/2023



# Getting Ready for Data Importing



Variable / Field Name	Form Name	Section	Field Type	Field Label	Choices, Calculations, Field Note	Text Validation Type OR Show Slider Number	Text Validation M Text
mstp_academic_progress_notes	mstp_program_specifics	Section H	text	Explain reason for not graduating from this program			
mstp_college_affiliation	mstp_program_specifics		text	Name of your MSTP institution			
mstp_phd_completion_year	mstp_program_specifics		text	PHD completion year	YYYY		
mstp_graduate_phd_program	mstp_program_specifics		dropdown	Graduate PhD Program	1, Biochemistry   2, Biomedical Informatics (DBMI)   3, Cell and Developmental Biology (CDB)   4, Epidemiology   5, Molecular Pathology and Immunology		
mstp_actual_defense_date_phd	mstp_program_specifics		text	PHD actual defense date			
mstp_md_degree_received_date	mstp_program_specifics		text	Date MD degree received.		date_yumd	
mstp_vu_faculty_mentor	mstp_program_specifics		text	mentor Last Name, First Name			
mstp_senior_comentor_if_applicable	mstp_program_specifics		text	co-mentor Last Name, First Name			
mstp_research_topic	mstp_program_specifics		notes	Please provide research topic/thesis title.			
mstp_rcr_phase_i_completion_date	mstp_program_specifics		text	Please provide date of RCR Phase 1 completion.		date_yumd	
mstp_rcr_phase_ii_completion_date	mstp_program_specifics		text	Please provide date of RCR Phase 2 completion.		date_yumd	
mstp_rcr_refresher_completion	mstp_program_specifics		text	Please provide date of RCR Refresher completion.		date_yumd	
mstp_rcr_refresher_completion_document	mstp_program_specifics		radio	RCR refresher completed?	1, yes   0, no		
mstp_applied_for_predoc_fellowship	mstp_predoc_fellowsh	Pre-docto	radio	Were you a predoc fellowship applicant?	1, yes   0, no		
mstp_received_award_for_predoc	mstp_predoc_fellowsh	specifici	radio	Were you a predoc fellowship award recipient?	1, yes   2, no   3, Awaiting review		
mstp_fellowship_award_mechanism	mstp_predoc_fellowsh	specifici	checkbox	Type of predoc fellowship award received	1, F30   2, F31   3, AHA   4, Pharma   5, Other		
mstp_orcid_link	mstp_publications	Scholarly	text	ORCID Number			
mstp_publications	mstp_publications		text	Name and author(s) or publication			
mstp_number_of_publications_total	mstp_publications		text	Number of Publications (total)		number	
mstp_number_first_author_publications	mstp_publications		text	Number of First Author Publications		number	
mstp_lab_rotation_1_pi	mstp_lab_training	Lab Traini	text	PI of lab rotation 1			
mstp_lab_rotation_2_pi	mstp_lab_training		text	PI of lab rotation 2			
mstp_lab_rotation_3_pi	mstp_lab_training		text	PI of lab rotation 3			
mstp_lab_rotation_4_pi	mstp_lab_training		text	PI of lab rotation 4			
mstp_cit_track	mstp_lab_training		radio	Clinical Investigation Track	1, yes   0, no		
mstp_t32_appointed	mstp_residency_training		radio	Were you T32 appointed?	1, yes   0, no		
mstp_summary_of_support_during_trainin	mstp_residency_traini	Summary	text	Please list support received during training.			
mstp_residency_specialty	mstp_residency_traini	Residency	dropdown	Residency Specialty	1, Anesthesiology   2, Cardiothoracic Surgery   3, Child Neurology   4, Dermatology   5, Emergency Medicine   6, Family Medicine   7, General Surgery   8, Geriatrics   9, Hematology/Oncology   10, Infectious Disease   11, Internal Medicine   12, Obstetrics/Gynecology   13, Pediatrics   14, Psychiatry   15, Radiation Oncology   16, Surgery   17, Translational Research   18, Other		
mstp_residency_institution	mstp_residency_training		dropdown	Name of Institution where residency was completed	1, Barnes-Jewish Hospital   2, Baylor College of Medicine   3, Beth Israel Deaconess Medical Center   4, Brigham & Women's Hospitals   5, Brown University   6, Case Western Reserve University   7, Cleveland Clinic   8, Emory University   9, Harvard Medical School   10, Johns Hopkins University   11, Massachusetts General Hospital   12, Mayo Clinic   13, Michigan State University   14, Mount Sinai   15, National Institutes of Health   16, Northwestern University   17, Ohio State University   18, Oregon Health & Sciences University   19, Pennsylvania State University   20, Perelman School of Medicine at the University of Pennsylvania   21, Radcliffe   22, Stanford University   23, University of California, San Francisco   24, University of Chicago   25, University of Colorado   26, University of Florida   27, University of Michigan   28, University of North Carolina   29, University of Texas at Austin   30, University of Wisconsin-Madison   31, Yale University		
mstp_initial_position	mstp_career_progressi	Employment	notes	Initial Position (e.g., Intern, Resident, Fellow)			
mstp_initial_position_dept	mstp_career_progression		text	Initial Position department			
mstp_initial_position_institution	mstp_career_progression		text	Initial Position institution			
mstp_first_employment_position_post_training	mstp_career_progression		dropdown	Employment position after MSTP training	1, Academic Medicine   2, Private Practice   3, Retired   4, Industry   5, Resident/Fellowship   7, Clinical Practice   8, Government   9, Other		
mstp_career_type_first_employment	mstp_career_progression		dropdown	Career type of first employment	1, Academic Medicine   2, Private Practice   3, Retired   4, Industry   5, Resident/Fellowship   7, Clinical Practice   8, Government   9, Other		

## MSTP Data Dictionary

# Getting Ready for Data Importing



## Data Labels

Data labels must be assigned to each entry row in your project spreadsheet before uploading the data

Once your data is prepped with the appropriate variable names, form names, section header and so on, you are ready to import your data.



# Data Import Troubleshooting

A screenshot of a web browser displaying the Flight Tracker for Scholars interface. The browser's address bar shows the URL: redcap.vanderbilt.edu/external\_modules/?prefix=flightTracker&page=import&pid=149668&import. The page header includes the Flight Tracker logo and a navigation menu with items like Home, General, Grants, Pubs, View, Wrangle, Scholars, REDCap, Dashboards, Cohorts / Filters, Mentors, Resources, and Help. The main content area is a red error message box containing the following text:

Error: Errors: "1","mstp\_email\_third","NA","Email address is not properly formatted."; "1","mstp\_matriculation\_date\_vu","1962","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "1","mstp\_orcid\_link","https://orcid.org/0000-0002-0676-7996","The value you provided could not be validated because it does not follow the expected format. Please try again."; "2","mstp\_matriculation\_date\_vu","1963","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "2","mstp\_first\_employment\_position\_post\_training","Staff, National Heart, Lung and Blood Institute","The value is not a valid category for mstp\_first\_employment\_position\_post\_training"; "2","mstp\_career\_type\_first\_employment","Government","The value is not a valid category for mstp\_career\_type\_first\_employment"; "3","mstp\_matriculation\_date\_vu","1963","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "3","mstp\_first\_employment\_position\_post\_training","Assistant Professor, Wayne State University Medical School, Detroit, MI","The value is not a valid category for mstp\_first\_employment\_position\_post\_training"; "4","mstp\_matriculation\_date\_vu","1966","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "4","mstp\_first\_employment\_position\_post\_training","Instructor-Clinical, Surgery","The value is not a valid category for mstp\_first\_employment\_position\_post\_training"; "5","mstp\_orcid\_link","https://orcid.org/0000-0002-8137-9598","The value you provided could not be validated because it does not follow the expected format. Please try again."; "5","mstp\_first\_employment\_position\_post\_training","Assistant, Professor, Pediatrics, Case Western Reserve University","The value is not a valid category for mstp\_first\_employment\_position\_post\_training"; "6","mstp\_matriculation\_date\_vu","1965","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "6","mstp\_first\_employment\_position\_post\_training","Staff, Research, National Heart, Lung, and Blood Institute, NIH","The value is not a valid category for mstp\_first\_employment\_position\_post\_training"; "6","mstp\_career\_type\_first\_employment","Government","The value is not a valid category for mstp\_career\_type\_first\_employment"; "7","mstp\_matriculation\_date\_vu","1963","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "7","mstp\_first\_employment\_position\_post\_training","Assistant Professor, Medicine, Baylor College of Medicine","The value is not a valid category for mstp\_first\_employment\_position\_post\_training"; "8","mstp\_matriculation\_date\_vu","1964","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "9","mstp\_matriculation\_date\_vu","1964","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D format, regardless of the specific date format designated for this field.); "9","mstp\_first\_employment\_position\_post\_training","Assistant Professor, Internal Medicine, Yale University","The value is not a valid category for mstp\_first\_employment\_position\_post\_training"; "10","mstp\_matriculation\_date\_vu","1966","Invalid date format. (NOTE: Dates must be imported here only in Y-M-D

It happens!  
The system prompts you on where to look on your spreadsheet for errors.

**Mission accomplished**



Your data was successfully uploaded!

## Final Thoughts



- Determine the right flow of data entry when modifying data dictionary
- It's easier to upload information in batches
- Errors are common during upload
- If you get stuck, feel free to reach out to [scott.j.pearson@vumc.org](mailto:scott.j.pearson@vumc.org)

Deep Dive

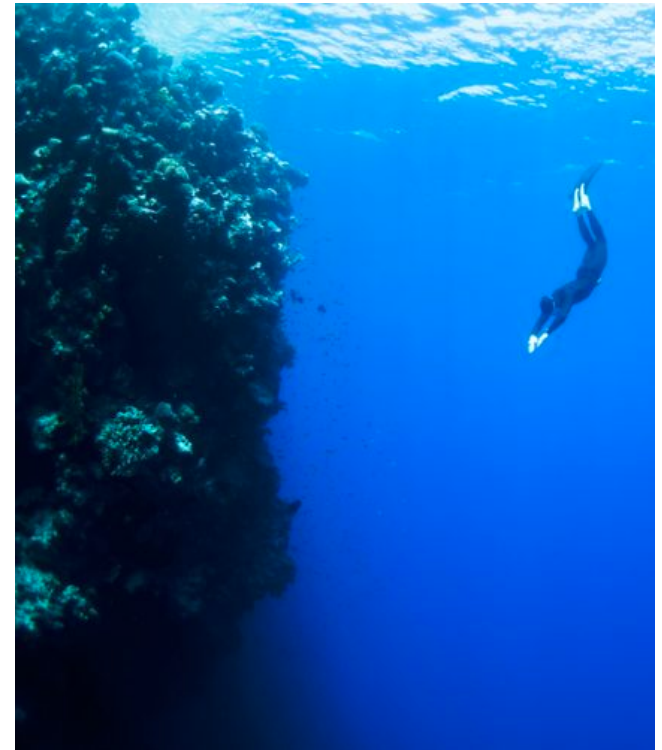


# August's Deep Dive

On Monthly Consortium Call

***Finessing NIH Tables 5 & 8***

Rebecca Helton & Scott Pearson





# What's Next?

## Upload Prior NIH Training Tables (5 & 8)



- I've listened to feedback about NIH Training Tables...
  - ❓ "Shouldn't I just be able to upload last renewal's training tables and let Flight Tracker start processing from there?"
- In theory, this fits well for Tables 5 (publications) and 8 (outcomes)
- Will use Microsoft Excel as a starting point
- Goal for Process:
  1. Upload last year's tables to make data for Flight Tracker/REDCap
  2. Use current Flight Tracker infrastructure to identify holes
  3. Fill in holes
  4. Produce Training Tables





## NIH Training Tables 2-4



- Not much data overlap with Flight Tracker 😞
- Most helpful for institutional implementation, not just one group
- At Vanderbilt, Training Tables 2-4 require a lot of communication among groups → Try to make communication more efficient
- Also, try to preserve notes from last time
- Export to Excel & talks with NIH RePORTER
- Getting close to being able to share...



# Troubleshooting Call



## Monthly Troubleshooting Call (optional)

Third Wednesday at 1pm Central Time  
July 20, 2022

*Driven by Your Questions & Problems*

All are welcome!

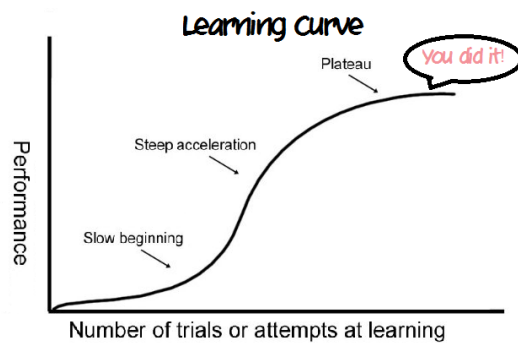
Ask to join our email list for an invitation...



# Newbie Call



## Just getting started with Flight Tracker?



There's a definite learning curve.  
Move up more quickly by joining  
**July's "newbie" call.**

**Tuesday, July 12 at 12pm Central Time**

Leave your email in the chat to receive an invitation

# Office Hours with Rebecca & Scott

