

## General conventions CRF Building Blocks

The following conventions were followed when setting up the OpenClinica CRF Building Blocks (BB):

- All CRFs are in English
- Rules are not included
- Hide functionality was only implemented for CRFs with a “done yes/no” first question, hiding all subsequent questions
- An “undo” button is present for radio button questions. Clicking on this button will clear the answer from the question.
- Null values are in place for all items, either integrated in the response options or as a separate item
- It is easier to remove an item than to add it. Remove any items which are not applicable for your study
- Javascript is added to layout the items in 2 columns where possible (not possible for CRFs with repeated items)
- Free text fields are set to the maximum value (255 characters). This will prevent problems when using the OpenClinica importer tool and when exporting to SPSS.
- If standards were used for a CRF, this will be indicated in a separate document for that building block, the “explanation sheet”

If there are any questions or remarks on these conventions, please add a post in this conversation. A more detailed description of the conventions is available. Please let us know via a post when you are interested in it.