

Exercise 3: Using Labelblocks instead of legal values

At the end of this exercise you should be able to:

- Change fields by editing *.qes and *.chk files
- Use Labelblocks instead of legal values

The use of legal values is a powerful tool to control data entry errors. It is also perfectly fine for the beginner to take recourse to these and if you enter the data by yourself. Nevertheless, if another person is entering the data, you can assist so that the life of that person becomes much easier. However, this requires you to prepare the Check file to make it much more convenient as you will see.

In Exercise 2 you have made the A_EX02.CHK file, where we currently have:

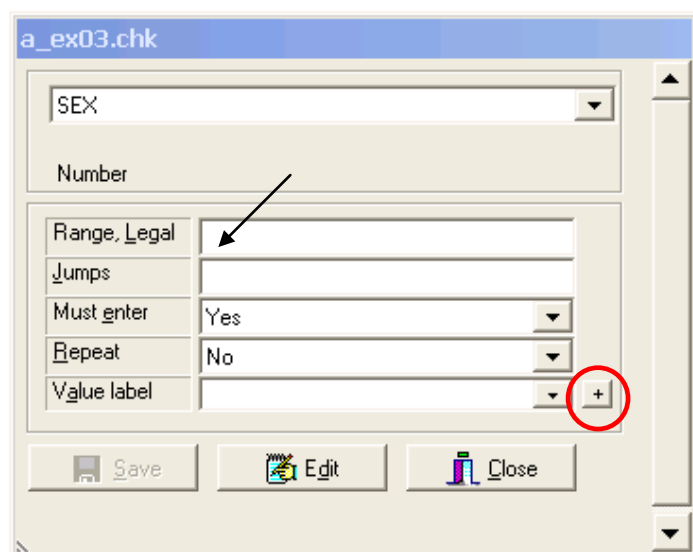
```
sex
  LEGAL
    F
    M
    9
  END
MUSTENTER
END
```

This will need to be changed if instead of legal values we are going to use “Labelblocks” (henceforth used as a single word like in the language that EpiData Entry requires): **one should never use both, legal values and invoking a Labelblock.**

We can accomplish both at the same time interactively with **ALT+3** (Add / revise Checks):

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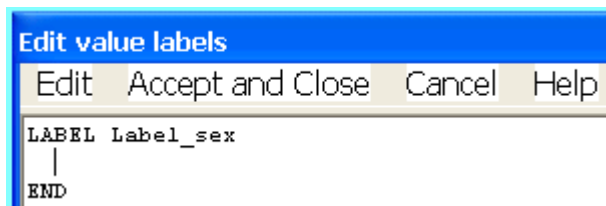
serno	<input type="text"/>
regdate	<input type="text"/>
sex	<input type="text"/>
age	<input type="text"/>
reason	<input type="text"/>
res1	<input type="text"/>
res2	<input type="text"/>
res3	<input type="text"/>



removing the legal values first. At the bottom line Value label you see at the left the “+” sign:



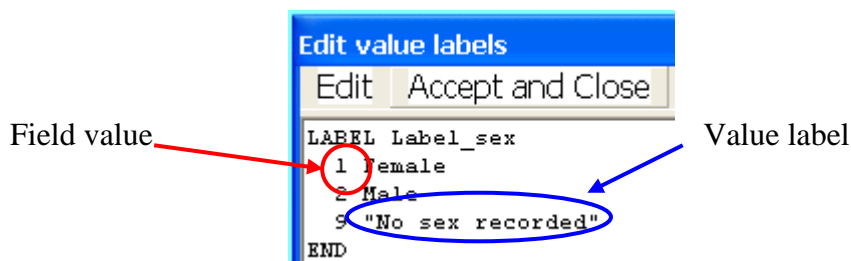
If you click this, the Check file opens and offers the block for the label and a name for it:



with the cursor ready for entering your content. As we prefer numeric coding we enter the Field value as a number and the Value label as an explanatory text:

1 Female

Note that the Value label Female is not within quotation marks, while the Value label "No sex recorded" is:



Quotation marks are required if the Value label consists of two or more words separated by a space. However, always using quotation marks is also legal.

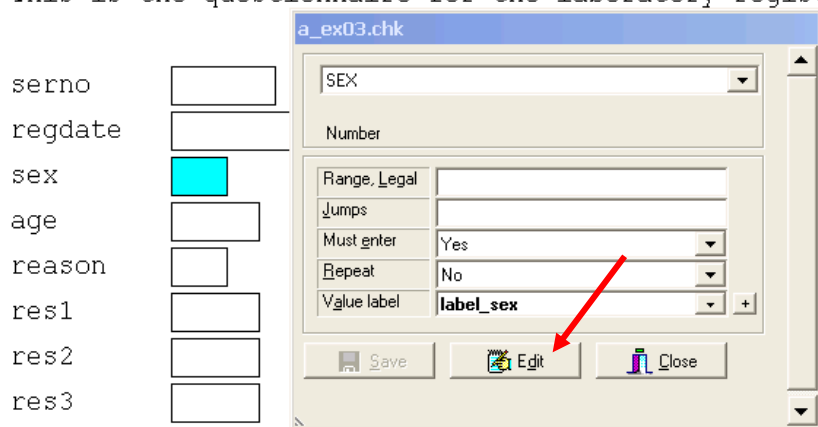
Accept and close save the Check file and close the Check file editor box.

Editing the CHK file

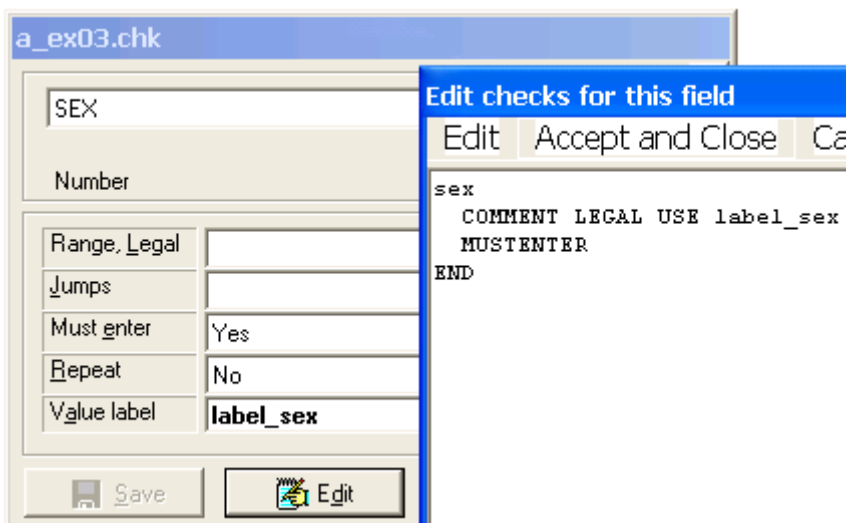
There are two ways to make additional changes in your CHK file:

1) Use **Edit**:

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If you open **Edit** for the field SEX:



you get the information on the field SEX that is written into the CHK file displayed and you can edit it here directly. This has the distinct advantage that after you have made a change and “Accept and Close” you get right away a response whether what you did is accepted as legal by EpiData Entry. A disadvantage is that you see only the information on the field on which the focus currently is. Advanced editors choose thus sometimes the second approach:

2) Opening the CHK file

You open the CHK file from the File menu and you see the entire CHK file. In the following only the part before and after the field SEX is shown:

```
regdate
  RANGE 01/01/2000 31/12/2005
  LEGAL
    01/01/1800
  END
  MUSTENTER
END

sex
  COMMENT LEGAL USE label_sex
  MUSTENTER
END

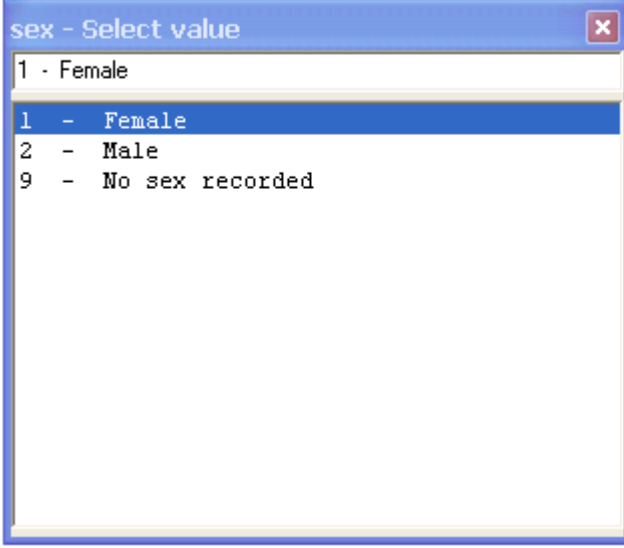
age
  RANGE 0 125
  LEGAL
    999
  END
  MUSTENTER
END
```

While there is often an advantage to see the whole CHK file (and you will have to do that if there are errors), the disadvantage is that you can save an erroneous CHK file in this mode and any logical error in structuring it or misspelling of commands will be reported only once you try to enter data.

Whichever approach you choose, you will need to edit the commands for the field SEX. If you leave it as it is, the Labelblock will not be displayed during data entry. To make it being displayed as follows:

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serno	<input type="text" value="1432"/>
regdate	<input type="text" value="20/03/2003"/>
sex	<input type="text" value=""/>
age	<input type="text" value=""/>
reason	<input type="text" value=""/>
res1	<input type="text" value=""/>
res2	<input type="text" value=""/>
res3	<input type="text" value=""/>



you have to append it with the command SHOW:

```
sex
COMMENT LEGAL use label_sex SHOW
MUSTENTER
END
```

Tasks:

- o **Open Add / revise Checks (ALT+3), and make the necessary changes for the fields SEX, REASON, RES1, RES2, RES3.**
- o **Save the A_EX02.QES file as A_EX03.QES and edit it to make the fields SEX and REASON numeric, then make a new A_EX03.REC file based on this QES file.**