You may enable a Survey Login page on one or more surveys that will force your survey respondents to authenticate (log in) on your surveys before they are allowed to view and complete the survey. You have the ability to select up to three fields from your project to use as the Login Fields. These values must already be stored on the respondent's record in the project.

To activate the Survey Login, navigate to Online Designer and click the Survey Login icon that is above your data collection instruments. The Survey Login settings box will appear. Use the drop down and select Enabled.

Login Field # 1: Use the drop down and select a field from your project. If you would like to add another login field, click the Add another login field link.

Minimum number of fields above that are required for login: If you have more than one field that you are using as the login, indicate how many of the fields are required. For an example, you might have three fields but only two of them are required to be answered in order to log in.

Apply the survey login to all surveys in this project: Use the drop down and indicate if the survey login should be used for all surveys or if you would like to specify the surveys this will be used for. If you would like to specify which surveys this will be used for, you will need to navigate to survey settings.

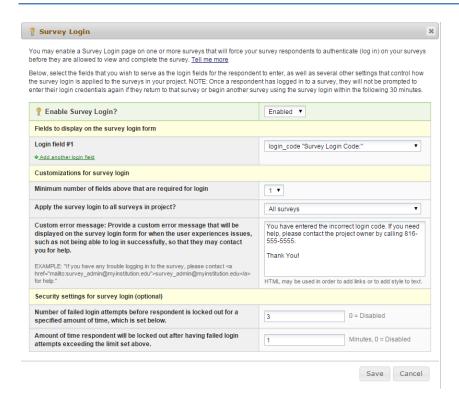
Custom error message: Enter a custom error message that will be displayed if the user experiences difficulty logging in.

Number of failed login attempts: Enter the amount of login attempts you would like to grant to the participant. If you would like them to have unlimited attempts, enter 0.

Amount of time respondent will be locked out: Enter the amount of time (in minutes) you would like to have the participant locked out for. If you do not wish to lock them out, enter 0.



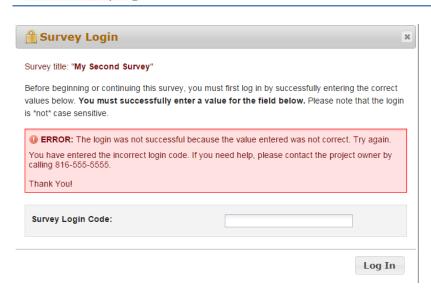
DCap How to Use Survey Logins



When the participant attempts to take the survey, this will receive this log in box:



If they do not enter the correct Login Code, they will receive this message:



If they reach the maximum number of failed attempts you specified, they will receive this message:

