



Edit Variables - EX



☐ Show All

#		Cascade	Name	New Name	Data Type	Length	CT	Label
7	☒	☐	SUBJECT	SUBJECT	String	50		Subject name or identi
10	☒	☐	SITENUMBER	SITENUMBER	String	50		SiteNumber

Controlled Terminology

Some fields may use a data dictionary for storing coded values. For these fields, you can use the Controlled Terminology (CT) field to decode these coded fields. When you create a CT dictionary, the decoded values will display in the preview and mapped domain results.

If the field is part of a standard for which a dictionary already exists, the CT icon will be highlighted, and you can use the CT functionality to automatically decode stored values.

Controlled Terminology



Code	Decode	Auto Decode
☒ Use Actual Value ☐ Use This Value:		
Default Values		
Delayed		
Missed		
No Change		
Reduced		
Replaced		

Working with Controlled Terminology

The CT functionality is available from the Edit Variables windows.

- For a variable that has values you want to decode, click on the **Controlled Terminology** icon in the CT column for that variable. The *Controlled Terminology* window opens.
- If the variable is recognized as being part of the standard, the field identifier will appear in the window title.
- The **Default Values** section allows you to specify what to do when the field contains a value for which you have not made a specific entry.
 - Select **Use Actual** Value to use the original value for the field.
 - Select **Use This Value** and enter a value in the box to specify a default value to use for items that do not have coded / decoded values.
- The **Code** column shows values that currently exist in the records. Use the **+** symbol to add additional items in preparation for future data.
- In the **Decode** column, click to edit the value that will display for a given code. The value in the decode field displays in the output of the mapped domain.

If the field is recognized as part of a standard, there will be a drop-down where you can select from the standard Controlled Terminology list for the variable.
- Click **OK** when done.