

## Updating GAIN Edits

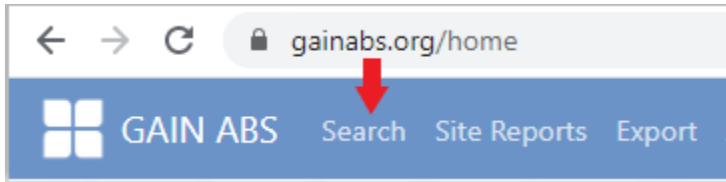
First, look at the edit in GAIN Edits reply file:

GAIN-I Edits													Post Edits to Box.com	Sort by XSID then XPID	Sort by Variable	Sort by XPID then Variable	Click here to return to Edits Key
Added	XSITE	XSITEa	XPID	XOBS	XSID	XOBSDT	Version	TxEpisd	Variable	From	To	Notes	Site responses				
2/15/2015	24825	100	144	0	103	1/8/2015	05.06.00	1	Z1d		-4	Missing duration of first day (Z1d). Start time (A1a/A1b) is 11:45 AM, end time (Z1/Z1b) is 1:10 PM, and number of breaks (Z1c) is 0. Should duration (Z1d) be 85 minutes? Please 85 verify and update in GAIN ABS.					

In this example, you will need to update item Z1d (Not counting breaks, how long did it take you to finish this?) to 85 minutes for XPID (Participant's ID) 144:

XPID	XOBS	XSID	XOBSDT	Version	TxEpisd	Variable	From	To	Notes
144	0	103	1/8/2015	05.06.00	1	Z1d		-4	Missing duration of first day (Z1d). Start time (A1a/A1b) is 11:45 AM, end time (Z1/Z1b) is 1:10 PM, and number of breaks (Z1c) is 0. Should duration (Z1d) be 85 minutes? Please 85 verify and update in GAIN ABS.

Go to GAIN ABS ([www.gainabs.org](http://www.gainabs.org)) and select "Search" at the top right of your screen:



Enter the client's XPID (Participant's ID) and select that client:

Search

Enter XPID

Q Advanced

Search clients by first name, last name, date of birth, client number, and gender, (e.g., Doe, John, 1990). A comma (,) or semicolon (;) may be used as a delimiter in your search.

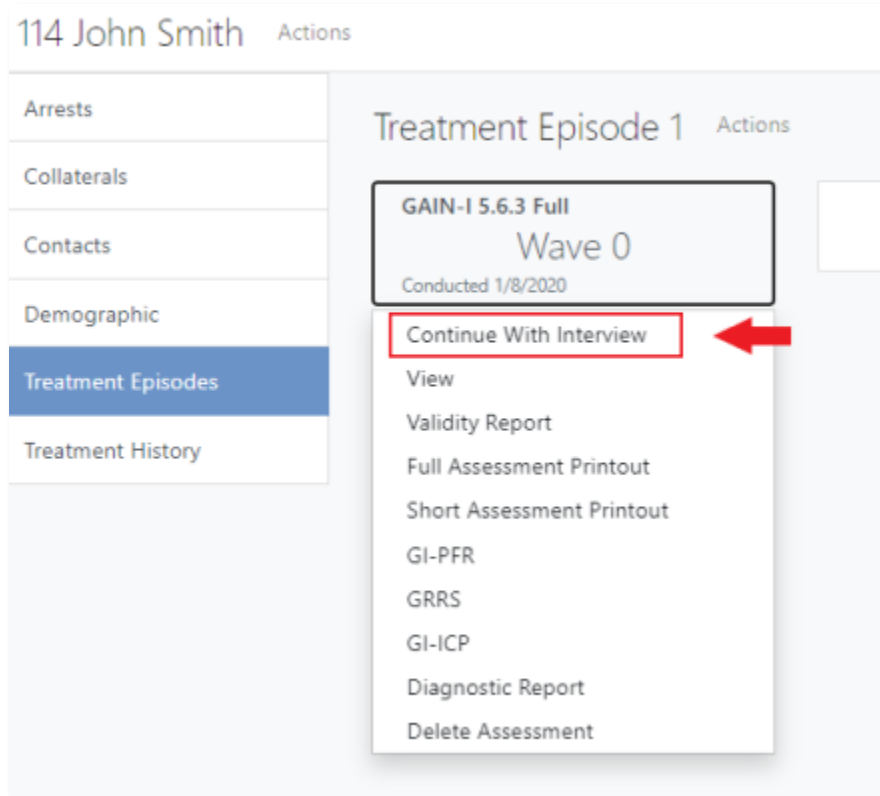
**Clients**

Select client by clicking on the row

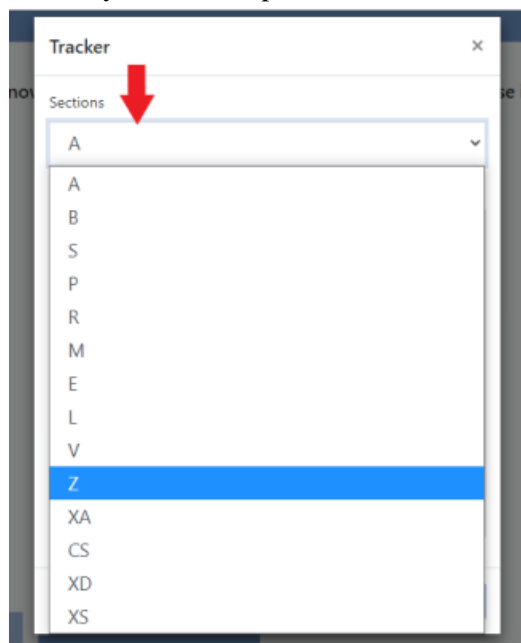
Name	Date of Birth	Gender	Client Number	Client Group
John Smith	12/31/1980	Male	114	Assigned to no group

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1 of 1 pages (1 item)

Based on the assessment type and date (GAIN-I, 1/8/2020), select the assessment and click “Continue with Interview”



The first screen you will see is the “Assessment Header.” Select “Begin Interview.” Once you are in the assessment, you will see a “Tracker” tab on the right-hand side of the screen. Use this tracker to jump to the variable you need to update:



Once you have selected the item, update the item. Use the GAIN Edits reply file as a guide on how to update this item. For this example, the duration was missing. Start time (A1a/A1b) is 11:45 AM, end time (Z1/Z1b) is 1:10 PM, and number of breaks (Z1c) is 0. The duration (Z1d) should be updated to 85 minutes.

GAIN Edits Reply file:

Variable	From	To	Notes
Z1d	-4	85	Missing duration of first day (Z1d). Start time (A1a/A1b) is 11:45 AM, end time (Z1/Z1b) is 1:10 PM, and number of breaks (Z1c) is 0. Should duration (Z1d) be 85 minutes? Please verify and update in GAIN ABS.

GAIN ABS:

Z1. What time is it now?  Time (HH:MM) ? DK RF Notes

Z1b. Is it AM or PM?  
 Morning  
 Afternoon ? DK RF Notes

Z1c. How many breaks did you take today?  Breaks ? DK RF Notes

Z1d. Not counting breaks, how long did it take you to finish today?  Minutes ? DK RF Notes

*Enter 85*

After you have updated that item, select “Next” so that this change saves in GAIN ABS. From there you can exit that assessment by selecting “Finished” in the tracker (if that is the only edit for that XPID), and update the GAIN Edits reply file.

Z1d. Not counting breaks, how long did it take you to finish today?  Minutes ? DK RF Notes

Previous **Next** Tracker

*Finished button is in the tracker*

Version	TxEpisd	Variable	From	To	Notes	Site responses
05.06.00	1	Z1d	-4	85	Missing duration of first day (Z1d). Start time (A1a/A1b) is 11:45 AM, end time (Z1/Z1b) is 1:10 PM, and number of breaks (Z1c) is 0. Should duration (Z1d) be 85 minutes? Please verify and update in GAIN ABS.	Updated