

10 Tips for Supporting Systematic Review Research at your Institution

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MiALA 2024 Conference

Slides and Templates: QR code or at <https://bit.ly/3WKhYue>



A close-up photograph of a computer keyboard. The central focus is a blue key with the word "Experiences" written in white, sans-serif font. Surrounding this key are several other white keys with black symbols: a double quote and apostrophe key to the left, a left arrow key above, a question mark and slash key to the left, and up and right arrow keys below. The keyboard has a silver or grey metallic finish. The background shows a wooden surface.

Experiences

10 STEP

roadmap to your systematic review



Step 1 Planning your review

Step 2 Performing scoping searches, identifying the review question and writing your protocol

Step 3 Literature searching

Step 4 Screening titles and abstracts

Step 5 Obtaining papers

Step 6 Selecting full-text papers

Step 7 Data extraction

Step 8 Quality assessment

Step 9 Analysis and synthesis

Step 10 Writing up, editing and disseminating

Step 1 Planning your review

- Find out your submission deadline and work backwards from then to plan your time
- Check out how much contribution from others is permitted by your institution
- Identify potential collaborators for specific review tasks
- Think about the advantages and disadvantages of learning and using specialist software
- Obtain guidance from your institution about how your review should be presented

Step 7 Data extraction

- Identify the data that you want to extract
- Build and pilot your data extraction form or data extraction table(s)
- Extract relevant data
- Complete the data tables for inclusion in your thesis

Step 8 Quality assessment

- Note the design(s) of your included studies
- Identify the type(s) of quality assessment tool(s) to suit your review
- Choose appropriate quality assessment tool(s)
- Carry out quality assessment using the appropriate tool(s)
- Tabulate and summarize the results of your quality assessment
- Think about how the quality assessment results might impact on the recommendations and conclusions of your systematic review

Step 2 Performing scoping searches, identifying the review question and writing your protocol

- Identify a topic area of interest to you
- Carry out early scoping searches
- Focus your ideas to define the scope of the review
- Finalize your review question and develop your inclusion and exclusion criteria
- Consider contacting experts in the topic area
- Write a review protocol

Step 5 Obtaining papers

- Obtain the full text papers of all potentially eligible references

Step 6 Selecting full-text papers

- Use your screening and selection tool to help you identify full-text papers for inclusion in review

Step 9 Analysis and synthesis

- Report your extracted data in your thesis
- Choose an appropriate method of analysis/synthesis
- Combine data narratively or statistically in line with your chosen method of analysis/synthesis
- Present the results of your chosen method of analysis/synthesis

Step 3 Literature searching

- Think about how comprehensive your search needs to be
- Consider the different types of evidence available to you
- Identify the specific bibliographic databases that you will search for evidence
- Identify and refine your key search terms
- Search bibliographic databases using your final search strategies and collate citations
- Consider complementary searching activities

Step 4 Screening titles and abstracts

- De duplicate references
- Develop and pilot your screening and selection tool
- Screen all of your titles and abstracts identified via searches against your inclusion and exclusion criteria

Step 10 Writing up, editing and disseminating

- Ensure that you adhere to institutional guidelines regarding presentation and content
- Be consistent in use of language and abbreviations, and in reporting and referencing styles
- Ensure sufficient time for write up and dissemination

Process Tips

#1 Become the Expert

SR Training Opportunities

Courses & Workshops

- [The University of Michigan Systematic Review Workshop](#)
- [Med Lib Association's Systematic Review Services Specialization](#)

Self-Study

- Books
- Articles
- Online trainings & MOOCs
- Resources from other libraries

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Recommended Starting Places

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Books

- [Doing a Systematic Review: A Student's Guide, 3rd edition](#) (2023) by Cherry, Boland, & Dickson
- [Piecing Together Systematic Reviews and Other Evidence Syntheses](#) (2022) edited by Foster & Jewell

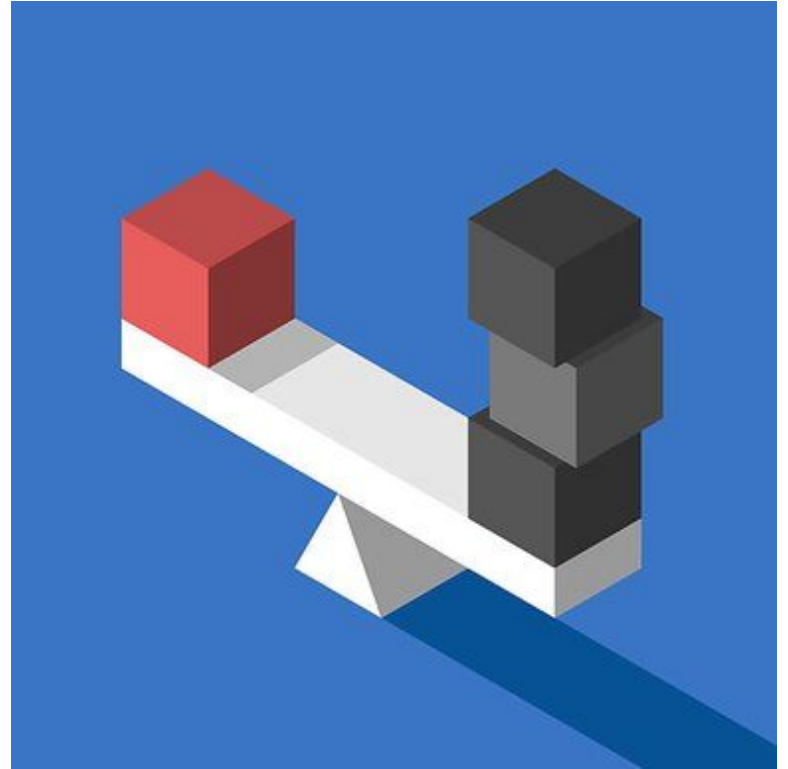
MOOCs

- [Systematic Reviews and Meta-Analysis](#) (Campbell Collaboration)
- [Advanced Literature Searching in the Health Sciences](#) (The Univ of Michigan)

Resources from Other Libraries

- [University of NC Chapel Hill Health Sciences Library LibGuide](#) includes a new [workbook](#), six-part recorded workshop series, and more
- [The University of Michigan Taubman Health Sciences Library LibGuide](#)
- [Mayo Clinic Libraries LibGuide](#)

#2: Plan your Level of Commitment



#3 Prepare to Educate your Users

Every review is a systematic review, right?

- Become familiar with & be prepared to discuss different review types
- Starting Places:
 - Grant & Booth (2009)
 - Sutton, Clowes, Preston, & Booth (2019)
 - Haddaway, Lotfi, & Mbuagbaw (2022)
 - [Mayo Clinic Libraries Review Typology Decision Tree](#)

#4 Set Clear Expectations Early

- Managing Requests
- Timeline
- Your Roles
- Authorship



#5 Find Peer Librarians

Where?

- In house
- External

Why?

- Guidance & advice
- Peer review search strategies
- Get expertise from other disciplines



#6 Create Ready-Made Templates

- Inclusion/Exclusion Criteria
- Searching
- Pilot Screening
- Data Extraction
- Critical Appraisal

<https://bit.ly/3WKhYue>



Tool Tips

#7 Create your SR Toolbox



CREATED BY VECTORPORTAL.COM

#8 Choose Citation Management Tools



EndNote™

zotero

#9 Choose Screening Tools



#10 Choose Data Extraction & Critical Appraisal Tools



**P. S. Remember to be patient
with the process**

Questions?

<https://bit.ly/3WKhYue>



References

- Cherry, G., Boland, A., & Dickson, R. (2023). *Doing a systematic review: A student's guide* (3rd ed.). Sage.
- Grant, M. J., & Booth, A. (2009). A typology of reviews: An analysis of 14 review types and associated methodologies. *Health Information and Libraries Journal*, 26(2), 91-108. <https://doi.org/10.1111/j.1471-1842.2009.00848.x>
- Haddaway, N. R., Lotfi, T., & Mbuagbaw, L. (2023). Systematic reviews: A glossary for public health. *Scandinavian Journal of Public Health*, 51(1), 1-10. <https://doi.org/10.1177/14034948221074998>
- Sutton, A., Clowes, M., Preston, L., & Booth, A. (2019). Meeting the review family: Exploring review types and associated information retrieval requirements. *Health Information and Libraries Journal*, 36(3), 202-222. <https://doi.org/10.1111/hir.12276>