Cochrane
Register of Studies

The tracking screen can help to find included studies in your group's reviews that have not yet been added to CENTRAL. You can add them to CENTRAL via the tracking screen.

Go to the tracking tab:
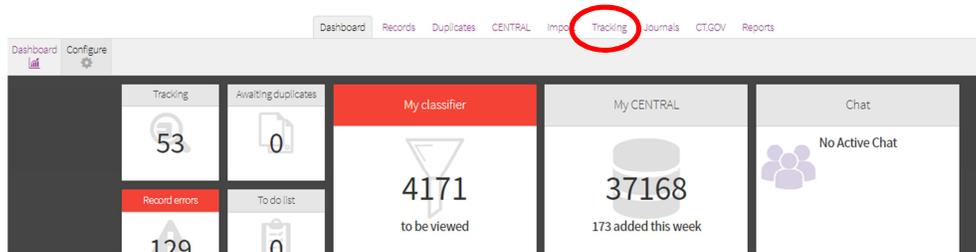
By default, this takes you into a screen displaying all of your reviews and protocols. This information comes from Archie. Pick the review of interest and click on the title. You can also search the list through CD number, Archie review number, or keywords from the title in the search box:
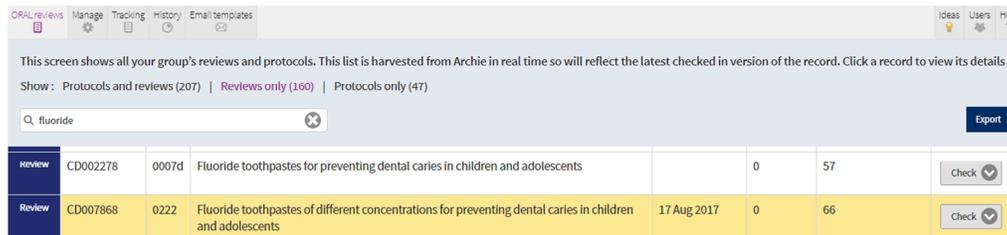
Clicking on the review title will take you into the "Manage" tab. This will display a list of studies which are associated with the review. There are a series of filters at the top of the page which you can select by ticking the boxes. Selecting "Included" and "Not in CENTRAL" and then clicking "Update" will give a full list of those studies which are included in a review but haven't yet been published to CENTRAL:
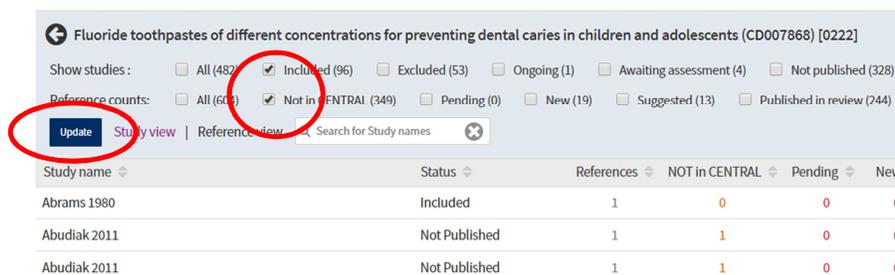
Click any of the lines within the table to display the references associated with the study, this will display the screen below:

From this screen, you can see if the references are in CENTRAL, your specialised register, or your segment. In the screenshot above, the record is in my segment as the "S" is coloured, but not in CENTRAL or my register. You can simply add them to CENTRAL by clicking on "C" and to the register by clicking on "R". You can use the dropdown under "Action" to mark the record as "Not for CENTRAL", "Not for my Register" or not to be sent to the author. You can also display the references in citation format, rather than table format, by clicking "Citation format":

You can click on the record title to display more information about the record.

If you need to edit the record before submitting to CENTRAL or the register , you can click "M" and add the record to "My Marked List". You can then find the record again in the "My Marked List" folder back in the Records tab.

If you have any questions about using the tracking screen in the CRS, contact cis-support@cochrane.org.