

2021 Cochrane Groups reporting – sample submission

Please note:

- The information in the below sample submission is invented and no real data from any Cochrane Group.
- Most questions have accompanying explanations and instructions. These are not visible in this sample submission, but you can find them in the online survey: <https://community.cochrane.org/form/2021-cochrane-groups-reporting>
- Many questions will allow you to pick options from pre-defined answer options and drop-down lists, as you will see in the online survey. Those questions are marked ▲ below.

YOUR GROUP

1. For which Cochrane Group are you reporting? ▲

Cochrane Group Review Group Satellite - Italian Satellite of the Cochrane Eyes and Vision Group

2. Which institution hosts your Group?

Institution name: University Hospital Medina (Thailand)

3. What was the most recent complete financial year of your Group? ▲

1 January 2020 – 31 December 2020

4. What is your currency? ▲

USD - US dollar

DIRECT INCOME

5. Did your Group receive direct income? ▲

Yes

What was your total direct income?

100000

6. Where did your direct income come from?

Type of income ▲	Funder or income source ▲	Amount ¹
Infrastructure or core operations funding	Germany - Federal Ministry of Health	70000
Project or research grants	International - European Commission	20000
Event or workshop registration fees	Event or workshop registration fees	10000

7. What work did your Group deliver with your direct income? How did you spend it?

Type of activity ▲	%
Producing Cochrane Reviews, including editorial and publishing activities:	50 %
Producing other evidence synthesis:	
Methods research, defining best practice, and implementation:	
Knowledge translation research or activities:	30 %
Translation of Cochrane content:	
Providing training:	10 %
Attending events and training, including travel:	10 %
Administration and management:	

IN-KIND RESOURCE

8. Did your Group receive any in-kind support or contributions in your most recent reporting period?

a. Staff time - people who work full or part-time for your Group, who are not paid from your Group's direct income, but an institution agreed for them to spend some of their time on Cochrane work ▲

Yes

If yes: how much would this cost if you had to pay for it?

20000

b. Office or meeting space, furnishing, technical equipment or office supplies ▲

Yes

c. Other - for example, software or journal licenses, training, administrative, technical, fundraising or communications support ▲

Yes

9. What work did your Group deliver with your in-kind resources?

Type of activity ▲	%
Producing Cochrane Reviews, including editorial and publishing activities:	50 %
Producing other evidence synthesis:	
Methods research, defining best practice, and implementation:	
Knowledge translation research and activities:	50 %
Translation of Cochrane content:	
Providing training:	
Attending events and training, including travel:	
Administration and management:	

PEOPLE

10. How many people have worked for your Group as core staff on a regular basis in your most recent reporting period, on a paid, in-kind, or unpaid basis?

5

11. How much of your core staff time was paid from your direct income, provided in-kind, or unpaid, in full-time equivalents (FTE)?

Core staff time paid from direct income:	3.25
Core staff time provided as in-kind support by an institution:	0.4
Unpaid core staff time:	0

12. What expertise and skills do your paid core staff have? ▲

Review production, editorial and publishing expertise, Methods expertise, Knowledge translation

13. What expertise and skills do your in-kind or unpaid core staff have? ▲

Training, Knowledge translation, Communications, Administration and management

FUTURE RESOURCE

14. What has happened, or do you expect to happen, to the income and in-kind resources of your Group in 2021 compared to 2020? ▲

Decrease

If it has increased or decreased, by how much approximately?

20000

If it has increased or decreased, why?

A research grant finished.

15. What do you expect to happen to the income and in-kind resources of your Group from 2022 onwards? ▲

Not sure

YOUR ACTIVITIES

16. Have you provided training in your most recent reporting period? ▲

Yes

On what topics? ▲	How many people attended approximately? ¹	Who attended the training primarily? ² ▲
Review production	20	Cochrane authors
Finding, understanding, or applying evidence	15	Journalists
Finding, understanding, or applying evidence	30	Students

Do you have an example of the impact of your training?

We share new evidence with the journalists we trained and we can see that they use it in articles and reports.

17. Have you shared or promoted Cochrane evidence in your most recent reporting period? ▲

Yes

How? ▲	How often in total approximately?¹	How many people did you reach approximately in total?²
Shared with journalists	3	
Shared via social media and newsletters	24	5000
Published in specialist journals	5	

18. Do you work with institutions or organizations who integrate Cochrane methods or evidence into their activities and decision-making?

We have worked with our university to incorporate evidence-based healthcare and systematic reviews into their medical curriculum.

19. Do you have an example of a Cochrane activity or Review you were involved in that has influenced research, policy, or practice?

One of our reviews was included in a new government guideline, which now recommends different prescription rates.

20. Do you have any other examples of activities or evidence syntheses within or outside of Cochrane, that have successfully influenced research, policy, or practice and that we should do more in Cochrane?

{Empty}

SUBMIT & FEEDBACK

21. You can add any comments or clarifications about your submission here.

{Empty}

22. How could we improve the Cochrane Group reporting next year?

{Empty}