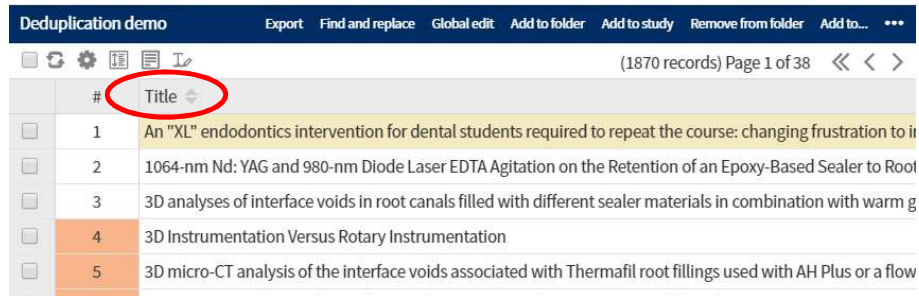


One of the ways of deduplicating records in the Cochrane Register of Studies is to check a list of references by eye to see if any of the records look similar. To do this, sort the references by a field. Title would seem like a good option. To sort the list by the title, click on the arrows next to “Title” at the head of the record listing:



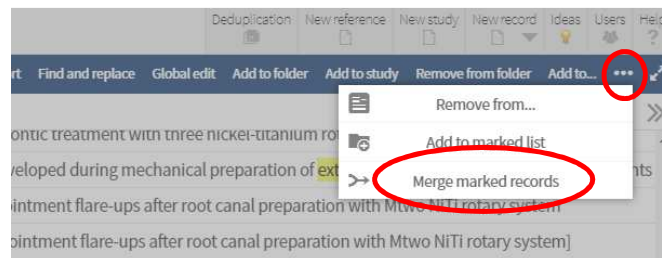
This will give you an alphabetical listing of the articles by title. You can then scroll down the list to see if any of the records have similar titles. In this case, records 41 and 42 look like they may be duplicates:

<input type="checkbox"/>	41	Analysis of interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system
<input checked="" type="checkbox"/>	42	[Analysis of interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system]
<input type="checkbox"/>	43	Analysis of single point and continuous wave of condensation root filling techniques by micro-computed tom
<input type="checkbox"/>	44	Analysis of vertical root fracture with two different techniques of root canal preparation

To check these records, mark them by clicking in the boxes to the left:

<input type="checkbox"/>	40	Analysis of forces developed during mechanical prepara
<input checked="" type="checkbox"/>	41	Analysis of interappointment flare-ups after root canal p
<input checked="" type="checkbox"/>	42	[Analysis of interappointment flare-ups after root canal

Then go to the tool bar, and click on the ellipse to reveal a menu. Choose “Merge marked records”



The two records will then pop up side-by-side, and you can check whether the record is a duplicate. Any fields which are different between the two records will show up in red. The white text will be kept if the records are merged together, and the text in red will be lost. But you can click on any of the red panels to select that text to keep instead.

Field	Source	REGISTER Duplicate 1
CRSD ID	7563929	1807573
Title	Analysis of interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system	Analysis of interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system
Author	Han JL // He H // Zhu YQ	Han JL // He H // Zhu YQ
Year of publication	2011	2011
Source	Shanghai kou qiang yi xue/shanghai journal of stomatology	Shanghai kou qiang yi xue [Shanghai journal of stomatology]
Volume	20	20
Issue	4	4
Pages	398-400	398-400
Abstract	PURPOSE: To study the interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system and explore the influence factors. // METHODS: Ninety-seven pulp cases caused by caries or invisible cracks which consisted of 37 males and 60	PURPOSE: To study the interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system and explore the influence factors. METHODS: Ninety-seven pulp cases caused by caries or invisible cracks which consisted of 37 males and 60

If the record turns out not to be a duplicate, choose “Not a duplicate” from the panel above the record, and confirm. These records will not show again as potential duplicates in any deduplication process.

If the record is a duplicate, check the fields and make sure that the text that you want is kept. The default for this is the field with the most text, which may not always be appropriate. Choose “Merge records” to merge the two records together. You’ll then be asked to confirm. A summary of the change will then be displayed:

1 duplicate record found  
Select a record from the table below to view the potential duplicate records

Count	Title	Author	Source	Pages	Year	Volume	Issue
1	Analysis of interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system	Han JL // He H // Zhu YQ	Shanghai kou qiang yi xue/shanghai journal of stomatology	398-400	2011	20	4

Please note that it is not possible to merge more than two records from the list at one time, so if you spot multiple duplicates of the same record, you’ll have to merge them in stages.

When you return to the list, the records will still show as unmerged. You’ll have to refresh the page, or click out of the folder and back in, to see the change in the list. Note that any information about the record (e.g. whether the record is in CENTRAL, or your register) will be retained in the merged record.

<input type="checkbox"/>	40	Analysis of forces developed during mechanical preparation of extracted teeth using RaCe rotary ins
<input checked="" type="checkbox"/>	41	Analysis of interappointment flare-ups after root canal preparation with Mtwo NiTi rotary system
<input type="checkbox"/>	42	Analysis of single point and continuous wave of condensation root filling techniques by micro-comp

If you have any questions about deduplicating in CRS Web, contact [cis-support@cochrane.org](mailto:cis-support@cochrane.org).