

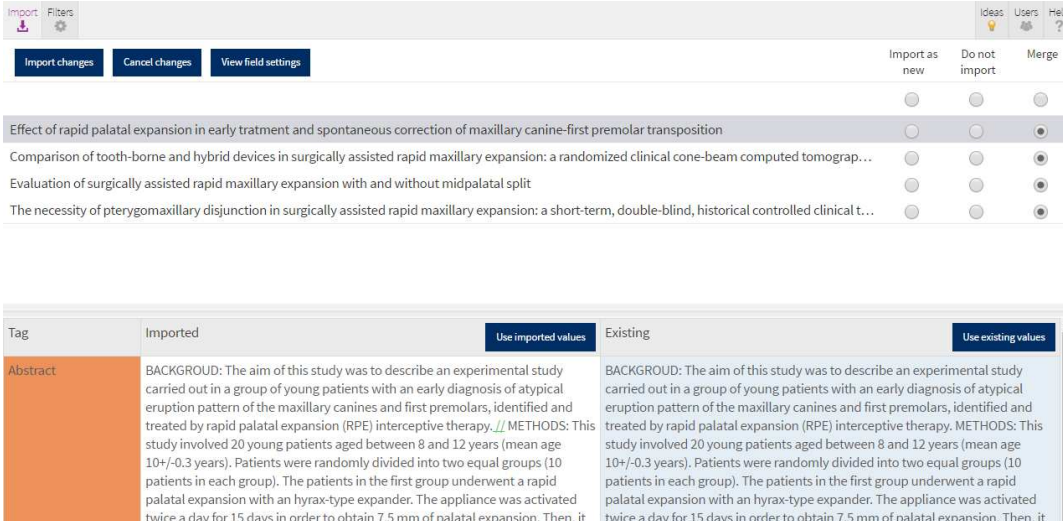
When you are importing records into the CRS, the CRS will attempt to match the records in the import file to the records in your segment. This screen will pop up during import to tell you the results of the matching process:

Import

70 new records] These records will be imported.
4 duplicates in your segment	
5 Identical records removed from file] These records will <u>not</u> be imported.
6 Identical records removed by user	
No exact matches in your segment	
No records excluded from your segment	

Be aware that during this process, you are choosing the version of the record that you would like, NOT whether the record appears in the results. A version of the record will ALWAYS appear in the results folder at the end of the import process even if it has matched another record in your segment, unless it was identical to another record in the import file or unless you have chosen not to import it.

You can click on any of the results on the import screen to view and get more information about the records. This is an example of the “Duplicates” results:

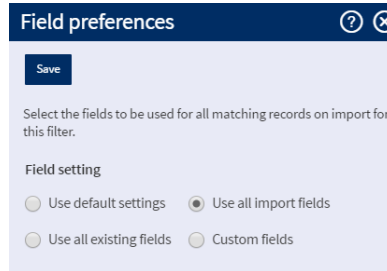


	Import as new	Do not import	Merge
Effect of rapid palatal expansion in early treatment and spontaneous correction of maxillary canine-first premolar transposition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Comparison of tooth-borne and hybrid devices in surgically assisted rapid maxillary expansion: a randomized clinical cone-beam computed tomograp...	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Evaluation of surgically assisted rapid maxillary expansion with and without midpalatal split	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
The necessity of pterygomaxillary disjunction in surgically assisted rapid maxillary expansion: a short-term, double-blind, historical controlled clinical t...	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

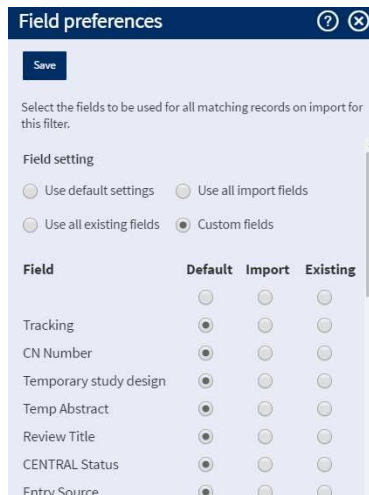
Tag	Imported	Use imported values	Existing	Use existing values
Abstract	BACKGROUND: The aim of this study was to describe an experimental study carried out in a group of young patients with an early diagnosis of atypical eruption pattern of the maxillary canines and first premolars, identified and treated by rapid palatal expansion (RPE) interceptive therapy. // METHODS: This study involved 20 young patients aged between 8 and 12 years (mean age 10+/-0.3 years). Patients were randomly divided into two equal groups (10 patients in each group). The patients in the first group underwent a rapid palatal expansion with an hyrax-type expander. The appliance was activated twice a day for 15 days in order to obtain 7.5 mm of palatal expansion. Then, it	<input checked="" type="checkbox"/>	BACKGROUND: The aim of this study was to describe an experimental study carried out in a group of young patients with an early diagnosis of atypical eruption pattern of the maxillary canines and first premolars, identified and treated by rapid palatal expansion (RPE) interceptive therapy. METHODS: This study involved 20 young patients aged between 8 and 12 years (mean age 10+/-0.3 years). Patients were randomly divided into two equal groups (10 patients in each group). The patients in the first group underwent a rapid palatal expansion with an hyrax-type expander. The appliance was activated twice a day for 15 days in order to obtain 7.5 mm of palatal expansion. Then, it	<input checked="" type="checkbox"/>

In this screen, if the record is a duplicate of one in your segment, you can choose to import the “New” version of the record, or not to import this version and keep the version you already have, by choosing either “Import as new” or “Do Not Import”. Or you can choose to merge the two or more records. If you do this, the CRS will by default pick the fields with the most text as the fields to keep. Clicking the radio button at the very top of the list allows you to choose one of these options for all of the records at once.

You can also make this decision for individual fields in the records by clicking on “View field settings”. Here you can leave the default in place, choose to import all fields in the new batch of records (Use all import fields), keep the fields you already have in the record already in your segment (Use all existing fields) or choose which fields you want to overwrite by selecting “Custom fields”:

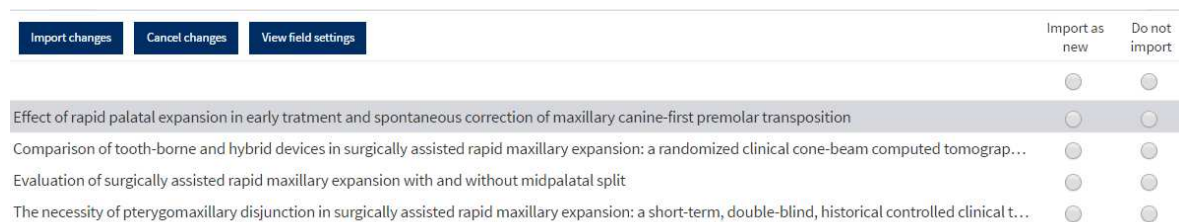


Choosing “Custom fields” will open a complete list of fields, which you can choose to leave as default, choose the imported value, or leave the value in the field in the existing record in place:



When you click save, the CRS will apply these changes, but it will also remember what your preferences were the next time you come to import a similar file using the same import filter.

It is at this stage you can also choose to import a new record or not by selecting either “Import as new” or “Do not import”.



Click “Import changes” and then “Import now” to complete the import.

If you have any questions about importing records into the CRS, contact cis-support@cochrane.org.