

RevMan 5 Training Paper

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Objectives of Working Group:

1. To determine the availability of support and training on the new features in RevMan 5 and the new version of the Handbook.
2. To centralise access to these resources for authors, editors, RGCs and others.
3. To determine what additional training resources are needed.

Background

A background paper provided by Lorne Becker at the 2007 mid-year meeting in Amsterdam raised discussion around how training would be provided for authors, editors, Review Group Co-ordinators any others for the multiple changes coming with RevMan 5. These changes include new types of reviews (methodology, diagnostic, and overviews); new tables (risk of bias, summary of findings, studies awaiting assessment); new statistical methods; new options for display of data; and new definitions. The IMS Support Team will provide training and support for software issues related to Archie and RevMan, but will not be able to support third-party software such that used in the preparation of Summary of Findings tables. In addition, no organized approach to training in non-software related issues has been planned. The issue had been discussed briefly at the Centre Directors' meeting, but no action plan had resulted from that discussion. Methods Groups will assist with training, but are only able to do so at Colloquia. It was suggested that it would be good to include Internet-based distance learning materials with an assessment of competence component, and it was noted that pilot projects of this nature were planned.

This document outlines the current status of training materials and support, what changes and support are required, associated issues, priority and key contacts.

Overall Training

Key Contacts: Veronica Pitt, Mike Clarke, Sonja Henderson

Current Status:

- The remit of Centres includes the provision of training and support for local entities.
- The ACC has developed and run a 1½ hour RevMan 5 workshop at the 2007 Australasian Contributors meeting. 48 out of approximately 86 registrants attended one of four sessions, one of which was run specifically for entity staff. A presentation on RoB tables was also given.
- RevMan 5 features have been incorporated into Developing a Protocol and Introduction to Analysis workshops which have been run in Australia.
- There is a Training Resources Collection which includes resources and what training is happening available to centres (<http://www.cochrane.org/trc/>) which includes the Australasian materials.
- There is a group working on on-line training modules (Phil Wiffen and Catherine Baldesari at the University of Portsmouth and the UKCC). These modules will be developed and piloted over the year October 2007 – September 2008, however these will be based on the existing handbook and will not at this time incorporate RevMan 5 changes.
- We have access to a list of 28 contact trainers in 22 centres and branches.
- RevMan 5 FAQ ready to go on website.

Requirements:

- Trainers for anticipated increase in demand for face-to face teaching.
- Trainers throughout the collaboration need to be identified. Also we should know who are funded and who are not.
- Collaboration across entities to facilitate/co-ordinate activities.
- Two types of tutorials/presentations are probably needed 1. Courses for new authors which incorporate RevMan 5 features and 2. Refresher courses for users familiar with RevMan who need to find out about the new features of RevMan 5.
- A Handbook Chapter by Chapter 'What's new'.
- Information about training often appears to be sent to entities but not Centres. A designated Centre contact for training may overcome this.

- Help pathways for CRGs and authors needs to be determined i.e. what training do they need.
- Generic Peer Review Checklists.
- Access to statisticians for all entities.
- A central FAQ site would help overcome the limited time of, and accessibility to, methodologists. In addition, it would give a clearer picture of what information users need. Questions that are not already available on the site could be submitted through this site. Additional worked examples and resources could also be made available here.
- There is a need to standardise teaching materials to ensure that they are applicable across a range of audiences and prevent the duplication of effort. These should be vetted by methodologists and QAG.
- Translation is a priority once resources have been developed but which languages should be the first to be translated is unclear. One possible strategy is to focus efforts on centres where there are available trainers.
- Letters re: changes to be sent to co-authors as well as authors.

At meetings of the RevMan Advisory Group and Information Management System Group the Documentation Working Group identified the need for the following documentation.

A Within RevMan 5 software

- RevMan 5 help file
- Text for Wizards
- Tool tips
- Labels, dialogue boxes and error messages
- Double data entry form

B. Documents to accompany RevMan 5

- RevMan 5 download and installation instructions
- RevMan 5 User Guide
- RevMan 5 Quickstart User Guide (for experienced users of RevMan 4)

A. Methods

A1. Diagnostic test reviews

Key Contacts: Jon Deeks, Rob Scholten, Mariska Leeftang, Nynke Smidt

Current Status:

- Five year Funding has been received to set up training and support programs in the UK and Europe (based in Amsterdam) and a small amount of funds for Australasia. Plans for supporting and training CRGs are currently being developed.
- The Amsterdam group are setting up the first training course which will be run in November.
- JD is currently appointing staff in the UK to produce RevMan materials for diagnostic reviews and teaching methods
- Consultations will be conducted with CRGs in the UK in the coming months. For those outside the funded regions we aim to produce support materials for review groups and training material for Cochrane Centres.
- Five workshops will be held at the 2007 Colloquium.
- A course is being run in Amsterdam in Nov, 2007.
- An Advanced Methodology workshop is being planned for the end of 2008.
- A Methodology Conference is being held in July 2008.

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information: Details are on the web page: Srdta.cochrane.org

A2. Overviews

Key Contacts: Lorne Becker, Rob Scholten

Current Status:

- Rob Scholten has offered to work with Centres on training issues.
- An FAQ document has been prepared.

Requirements:

- CRGs to decide how they wish to proceed.

Priority:

- Identify interested CRGs.
- ID mechanisms for networking.
- ID CRG training needs.
- Develop a training package for overview authors.

To be Actioned by:

Other Issues:

Additional Information:

Lorne has submitted an EOI to be published on Cochrane.Org for contacts from interested CRGs.

A3. Methodology Reviews

Key Contacts:

Current Status:

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

Additional Information:

A4. New Statistical Methods for Intervention Reviews

Key Contacts:

Current Status:

A new section has been written for the version 5 Handbook.

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

B. Tables

B1. Risk of bias tables

Key Contacts:

Current Status:

A new chapter has been written for the version 5 Handbook.

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

B1. Summary of Findings Tables

Key Contacts: Andy Oxman, Holger Schumann

Current Status:

- Software (GRADEpro) which includes help files available.
- New chapter in Version 5 Handbook.
- Workshop materials from Colloquia and elsewhere available.
- There is an Applicability and Recommendations Methods Group / GRADE Working Group.

Requirements:

- Training for Grade Profiler.
- More detailed guidance with examples (under development).
- Database / examples of sof tables (there currently is no funding
- Or timeline for doing this).
- Dedicated and funded staff to support review authors and
- Editorial teams initially (e.g. For the first year). Only limited resources are currently available for a pilot.
- A plan and funds to ensure that all editorial bases and Centres
- Receive training and can subsequently provide support to review
- Authors and other members of editorial teams.
- Funded staff to help produce sof tables for the backlog of
- Reviews currently in clib that do not have sof tables (the CCSG has
- Considered and rejected this proposal, but may want to reconsider this
- After the software and pilot project are completed).
- More support for programming and support with use of the software.

Priority:

To be Actioned by:

Other Issues:

Additional Information:

B3. Characteristics of Studies Awaiting Assessment Tables

Key Contacts:

Current Status:

Requirements:

Priority:

To be Actioned by:

Other Issues:

C. Other

1. New Definitions for Updates

Key Contacts:

Current Status:

- New section in Version 5 Handbook.

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

2. New options for printing reviews

Key Contacts:

Current Status:

Three print versions to be available.

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

3. Appendices

Key Contacts:

Current Status:

Requirements:

Consistency needed about what gets moved from the main review to the appendices.

Priority:

To be Actioned by:

Other Issues:

Additional Information:

4. Author designated figures

Key Contacts:

Current Status:

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

5. Author designed tables

Key Contacts:

Current Status:

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

6. Footnotes to data

Key Contacts:

Current Status:

Requirements:

Priority:

To be Actioned by:

Other Issues:

Additional Information:

Appendix: RevMan 5 Timeline

	Jun	- Alpha version available	
	Jul	- Beta version available	
	Aug	- Submission for CLIB 4, 2007 – only RM4 format	
2007	Sep		
	Oct		
	Nov	- Submission for CLIB 1, 2008 – only RM4 format - Pilot groups begin using RM5 beta	
	Dec		
2008	Jan		
	Feb	- Submission for CLIB 2, 2008 – Pilot groups use RM5 - RC version released to CRGs, letter to all authors	Transition period
	Mar	- Official release to all	
	Apr		
	May	- Submission for CLIB 3, 2008 – RM4 and RM 5 format	
	Jun		
	Jul		
	Aug	- Submission for CLIB 4, 2008 - RM4 and RM 5 format	
	Sep		

Oct

Nov - Submission for CLIB 1, 2009 - RM4 and RM 5 format

Dec - Central conversion of any remaining RM4 reviews

Jan

2009 Feb - Submission for CLIB 2, 2009 –only RM5 format

Note: All dates are provisional. Beta testing, or official change requests may affect the official release date, and push the plans one CLIB issue.