General workflow outline for systematic review projects.

A handout for Getting Started with Systematic Reviews (SR) - Workshop
Spring 2019 Paul Fehrmann, pfehrman@kent.edu - University Libraries - Kent State University

You may have notebook sections like the following for comments, etc. related to your review project. These may also be separate "files" or "folders" in a "filing system" (again, paper or electronic). Notes may be kept online in Google Docs or programs such as EverNote.

**Background and Planning.** Initial information, thoughts, and plans/timeline for completing. Also ideas concerning changes to plans.

**Research topic/questions.** Initial, updated and final drafts of your topic.

**Inclusion/Exclusion Criteria.** (IE Criteria) What are you looking for that will lead you to choose the sources that might have information you need. The criteria also indicate what information sources you will not choose to use (exclude). Also you might list what will guide your selection of actual content/information eventually used/incorporated into your review.

**Scoping or Ad hoc searches & results.** Initial "reconnaissance" for initial mapping of an area or for periodic update/checking, etc. It is possible to adjust your IE criteria.

**Full Search.** Design/Search results/ Use of results/Search Modification, etc.

**Extraction.** What information you need and in fact are choosing to pull out of sources to use.

**Analysis or Synthesis.** Ideas, sketches, thinking in response to the information you have identified in the information sources.

**Browsing.** Information activities that are "not systematic", online, or in the "library stacks", etc.

"Extra" Ideas. These don't fit elsewhere in notebook, thoughts that are kind of serendipitous. etc.

**ILL.** "Interlibrary Loan" or actions taken to get items from outside of KSU or Ohio, and results.

**Email/communication.**

**Drafts of review.**
Sample workflow from Campbell Collaboration systematic review.

4.2 FLOW DIAGRAM
