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typically absent in concept analyses. Rather, researchers are interested in all instances of actual use of a concept (or surrogate concepts) [41].Concept analysis is used to extend the theoretical meaning of a concept or to understand a conceptual problem [142][143]. In this case, concepts are cognitive descriptive meanings utilized for practical or federal purposes.Concept analysis is used to identify, clarify, and refine or define the meaning of a concept and can be used as a first step in theory development [47][144].There are varied procedural techniques attributed to various authors such as Wilson [98], Walker & Avant [45], Chinn & Jacobs Krainer [145][146], Rodgers & Knafl [46], Rodgers [99], Schwartz-Barcott & Kim [147], and Morse [47].Despite varied techniques, steps generally include:Determine the purpose and aims.Delineate domains or boundaries of the concept.Draw on literature, dictionary meanings and/or cases.Analyze data sources to determine qualifying attributes.Develop a prototype case and compare against contrary or borderline cases.Test the practical significance.Formulate defining features.Relate to theoretical importance or practice application [46],[141],[148].Concept analysis generates a definition of a concept that may be used to operationalize phenomena for further research study [143] or theory development [144].EMERGINGScoping ReviewWhat is it? Although no universal definition exists, there are some common elements of scoping reviews [129],[149]. They are exploratory projects that systematically map the literature on a topic, identifying the key concepts, theories, sources of evidence, and gaps in the research. It involves systematically selecting, collecting and summarizing knowledge in a broad area [130].A scoping review is used to address broad topics where many different study designs and methods might be applicable. It may be conducted as part of an ongoing review, or as a stand-alone summary of research. Whereas a systematic review assesses a narrow range of quality-assessed studies to synthesize or aggregate findings, a scoping review assesses a much broader range of literature with a wide focus and does not synthesize or aggregate the findings [59].Data type: Includes studies using any data type or method. May include empirical, theoretical or conceptual papers. Exclusion and inclusion criteria are inductively derived and based on relevance rather than on the quality of the primary studies or articles [150].Research question: The question is stated broadly and often becomes refined as the study progresses. One or more general questions may guide the review.Quality appraisal: The scoping review does not provide an appraisal of the quality of the evidence. It presents the existing literature with little weighting the evidence in relation to specific interventions. The purpose of a scoping review is to examine the extent, range and nature of research activity in an area. It is done to identify where there is sufficient evidence to conduct a full synthesis or to determine that insufficient evidence exists and additional primary research is needed [130],[151]. It may be done for the purpose of disseminating research findings [63] or to clarify working definitions and the conceptual boundaries of a topic area [129].Arksey and O'Malley [63] recommend a 5 step process for conducting a scoping review:Identification of a broad research question.Identification of relevant studies covering a wide breadth of literature and a variety of sources via databases, reference lists, and hand-searching key journals. This process may include consultation with key stakeholders.Inclusion and exclusion criteria are identified as the review progresses.The data are sifted, sorted, compared and contrasted according to key issues and themes. Data are charted to allow for comparison and to ensure a uniform approach.Finally, the information is summarized and reported. Clear documentation of the methodology is important so that the reader can determine any potential reporting bias.More recently, Levac et al. [129] have proposed recommendations to clarify and enhance each stage of the framework described above.The product of a scoping review will depend on the purpose for which it is conducted. In general, however, the narrative report provides an overview of all reviewed material.The product generally includes:Basic numerical or narrative analysis of the extent, nature and distribution of the studies included with tables, graphs, and charts.Thematic organization of the literature (e.g., by intervention type, or by competing theoretical perspectives).Summary statement about what is known and not known (e.g., in the literature).EMERGINGRapid ReviewWhat is it? Rapid review of the literature provides a quick, rather than comprehensive, overview of the literature on a narrowly defined issue. Rapid review evolved out of a need to inform policy makers about issues and interventions in a timely manner [152]. It is often proposed as an intermediary step to be followed by a more comprehensive review.Data type: The literature is often narrowly defined, focusing on a specific issue or a specific local, regional, or federal context [152]. It can include diverse study designs, methods, and data types as well as peer reviewed and grey literature.Research question: Rapid reviews require a thorough understanding of the intended audience and a specific, focused research question.Quality appraisal: Rapid reviews typically do not include an assessment of the quality of the literature, nor do they always include the views of experts and/or reviews by peers [152].The purpose is to produce a fast review of the literature, within a defined and usually limited time frame, on a question of immediate importance to a stakeholder group.There is no standardized methodology as yet, but the depth and breadth of the review depends upon the specific purpose and the allotted time frame. Rapid reviews typically take one to nine months.They begin with a needs assessment followed by formulation of a purpose statement and research question, definition of the context, and review of the literature [152][154].A review of the literature is streamlined in numerous ways including:Accessing only published or online literature.Limiting by publication date, the number of databases, or language;Searching electronic journals only;Narrowing to specific geographic settings or contexts;Restricting the timeframe during which articles are assessed;Limiting contact with authors/industry or key stakeholders for clarification, follow-up, or input [152][154].References are retrieved, selected, summarized or synthesized, and a report is created. The public may be consulted about the results [152].It is important that those conducting a rapid review describe the methodology in detail to promote transparency, support transferability, and avoid misrepresenting the veracity of the findings [152].Typically a concise report is written for macro-level decision-makers that answer the specific review question.EMERGINGMeta-Narrative Synthesis (MNS)What is it? MNS is a new form of systematic review that addresses the issues of synthesizing a large and complex body of data from diverse and heterogeneous sources. At the same time, it is systematic in that it is conducted according to an explicit, rigorous and transparent method [67], p.418].The approach moves from logic-scientific reasoning (which underlies many approaches to synthesis) to narrative-interpretive reasoning. The unit of analysis for the synthesis is the unfolding storyline of a research tradition over time. Five key principles underlie the methodology: pragmatism, pluralism, historicity, contestation, and peer review.Data type: This methodology solves the judicious combination of qualitative and quantitative evidence, and the theoretical and empirical literature.Research question: The original research question is outlined in a broad, open-ended format, and may shift and change through the process.Quality appraisal: MNS uses the criteria of the research tradition of the primary study to judge the quality of the research, generally as set out in key sources within that tradition.The purpose is to summarize, synthesize and interpret a diverse body of literature from multiple traditions that use different methods, theoretical perspectives, and data types.The steps to conduct a MNS [67],[84][85] include the following:Planning Phase:Assemble a multidisciplinary team, outline an initial broad question, and agree on outputs.Search Phase:Initially search by intuition, informal networking, browsing to map diversity of perspectives.Search for seminal papers.Search for empirical papers in databases, hand searching key journals, and snowballing.Mapping Phase:For each research tradition, identify key elements of the research paradigm, key actors and events in unfolding traditions, and prevailing language/imagery.Appraisal Phase:Evaluate each study for validity/relevance, extract and collate key results, group comparable studies.Synthesis Phase:Identify all key dimensions of the problem/issue, provide a narrative account of each contribution, treat conflicting findings as higher order data and explain in terms of contestation between different paradigms from the original data.Recommendations Phase:Summarize overall messages and relevant evidence; distil and discuss recommendations for policy, practice, and research.The product of a MNS is:A set of meta-narratives illustrating the story lines of various research traditions related to a common area or question;An overarching conceptual framework that explains the phenomenon of interest.EMERGINGRealist SynthesisWhat is it? A realist synthesis is a review of complex social interventions and programs that seek to unpack the mechanisms by which complex programs produce outcomes, and the context in which the relationship occurs. This is in contrast to systematic reviews, which aim to synthesize studies on whether interventions are effective. Realist synthesis seeks to answer the question: What works for whom, in what ways and under what circumstances?This form of synthesis represents a review logic not a review technique [69]. Instead of a replicable method that follows rigid rules, the logic of realist review is based on principles. It reflects a shift away from an ontology of empirical realism to one of critical realism [155].Data type: There is no specific data preference but will include quantitative, qualitative and grey literature. Because the focus is on the mechanisms of action and their context, seemingly disparate bodies of literature and diverse methodologies are included. The focus is upon literature that emphasizes process with detailed descriptions of the interventions and context.Research question: The review question is carefully articulated, prioritizing different aspects of an intervention [69]. It can be a broad question.Quality appraisal: Realist review supports the principle that high quality evidence should be used but takes a different position than in systematic reviews on how the evidence is to be judged. It rejects a hierarchical approach to quality because multiple methods are needed to identify all aspects of the context, mechanisms and outcomes. Appraisal checklists are viewed skeptically because they cannot be applied evenly across the diverse study types and methods being reviewed. Thus, quality appraisal is seen as occurring in stages with a focus on the relevance of the study or article to the theory under consideration, and the extent to which an inference drawn has sufficient weight to make a credible contribution to the test of a particular intervention theory [69].The purpose of a realist synthesis is to guide program and policy development by providing decision makers with a set of program theories that identify potential policy levers for change. Within its explanatory intent, there are four general purposes:Reviewing for program theory integrity.Reviewing to adjudicate between rival program theories.Reviewing the same theory in different settings or with different populations.Reviewing official expectations against actual practice [see [69],[107]].Pawson et al. [69] identify 5 steps:Clarify scope:Identify the review question, nature of the intervention, circumstances for its use, and policy objectives;Refine the purpose of the review;Make explicit the program theory or theories (e.g., the underlying normative assumptions reflected in the literature [72]. CIS is sensitized to the kinds of processes involved in a conventional systematic review (drawing on a distinctively qualitative tradition of inquiry [72], p.35).Data type: CIS utilizes data from quantitative and qualitative empirical studies, conceptual and theoretical papers, reviews and commentaries.Research question: It is neither possible nor desirable to specify a precise review question in advance. Rather the process is highly iterative and may not be finalized until the end of the review.Quality appraisal: There is no hierarchy of designs for determining the quality of qualitative studies and, furthermore, no consensus exists on whether qualitative studies should even be assessed for quality [72]. Studies for inclusion are not selected on the basis of study design or methodological quality. Rather, papers that are relevant are prioritized. However, papers that are determined to be fatally flawed are excluded on the basis of a set of questions for determining quality [see [71]]. Often, however, judgments about quality are deferred until the synthesis phase because even methodologically weak papers can provide important theoretical or conceptual insights [73].The purpose of CIS is to develop an in-depth understanding of an issue/research question by drawing on broadly relevant literature to develop concepts and theories that integrate those concepts [73], p.71]. The overarching aim is to generate theory.The developers of CIS explicitly reject a staged approach to the review. Rather, the processes are iterative, interactive, dynamic and recursive. It includes these general categories of activities [71][72]:Formulate the research question:The question is not formulated in advance because the aim is to allow the definition of the phenomenon of interest to emerge from analysis.Search the literature:Involves an organic approach using multiple search strategies (e.g., websites, reference chaining, contacting experts) in addition to a more structured approach;Draw on the expertise of the team to identify relevant studies;Identify relevant papers that can form a sampling frame.Sample:May be selective and purposive, with emergent and flexible inclusion criteria;Sampling selection is guided by theoretical sampling based on the emerging conceptual framework.Determination of quality:See quality appraisal section.Data extraction:Forms to guide this process can be useful, but with a huge database may be practically impossible.An informal process (highlighting text) can prove helpful.Interpretive synthesis:Synthesis is based, in part, on the meta-ethnography strategies of reciprocal translational analysis, refutational synthesis, and lines of argument synthesis, but the authors greatly modified these to accommodate the diversity of literature (meta-ethnography used purely qualitative studies).The aim of the analysis is to produce a synthesizing argument, beginning with a detailed inspection of papers, gradually identifying recurring themes and developing a critique, constantly comparing concepts developed against the data and identifying the relationships among them.The product is a synthesizing argument that links existing constructions from the findings to synthetic constructs' (new constructs generated through synthesis) [73], p.71]. The synthesizing argument integrates evidence from across the studies in the review into a coherent theoretical framework [71][72]. This may be represented as a conceptual map that identifies the main synthetic constructs and illustrates the relationships among them [73].Articles from AIMS public health are provided here courtesy of AIMS Press The purpose of a data extraction table within a systematic review becomes apparent during synthesis, where reviewers collate and evaluate the meaning of the data gathered. Synthesis means that reviewers use the information from their data extraction template for systematic review to create coherent bodies of data that can be analyzed to gain a deeper understanding of the information conveyed.Reviewers should have a clear strategy showing how they will approach data synthesis to expedite and verify outcomes, such as whether or not their specific review subject requires a meta-analysis or a quantitative synthesis.The Importance of a Data Synthesis StrategyNumerous synthesis methodologies are available, making it important to have a defined data extraction process systematic review relevant that describes how a reviewer will categorize and interpret data and use that evaluation to reach conclusions.Appropriate research approaches can adopt broad categories, such as emerging, qualitative, quantitative, and conventional syntheses. However, each has varying characteristics, context, assumptions, analysis units, strengths, and restrictions that determine which potential technique is most suited to the systematic review in question.The right data extraction process for systematic review will depend on these variables and the anticipated outcomes and theories that the study seeks to uphold or disprove.Alternative Data Synthesis ApproachesBelow, we examine the four primary subsections of data synthesis used in systematic reviews to demonstrate how each applies depending on the data types available.Conventional SynthesisThis is used to produce charts, diagrams, maps, and tables, demonstrating conceptual frameworks or theories. This type of data synthesis examines data types such as quantitative studies, literature, policy documentation, and qualitative research.Some downsides include a reduced element of critique, and systematic evaluation, making it more suitable for reassessing existing topics or preliminary conceptualization for new pieces of research.Qualitative SynthesisOur next data synthesis approach involves collating or integrating multiple data sets comprising qualitative research findings and theoretical literature. Outcomes involve conceptual frameworks or maps, definitions, and narrative summaries of the subject matter.Quantitative SynthesisThis category of systematic review is similar to qualitative synthesis, although it uses quantitative studies to produce generalizable statements, narrative summaries, and mathematical scoring evaluations.Emerging SynthesisFinally, approaching data synthesis with an emerging strategy takes a newer approach, incorporating literature and metrics from a broad spectrum of data types, including diverse subject groups.Selected data sources might include quantitative and qualitative studies, editorials, policies, evaluations, commentaries, and theoretical work. A systematic review adopting an emerging data synthesis approach can produce conceptual maps, decision-making reports, and statistics such as charts, graphs, diagrams, and scoring. Part 1: About Cochrane Reviews Chapter I: Introduction Chapter II: Planning a Cochrane Review Chapter III: Reporting the review III.S1 Supplementary material: Considerations and recommendations for figures in Cochrane reviews; graphs of statistical data III.S2 Supplementary material: Guidance for writing a Cochrane Plain language summary Chapter IV: Updating a review Chapter V: Overviews of Reviews Part 2: Core methods Chapter 1: Starting a review Chapter 2: Determining the scope of the review and the questions it will address Chapter 3: Defining the criteria for including studies and how they will be grouped for the synthesis Chapter 4: Searching for and selecting studies Chapter 4.S1 Supplementary material: Technical supplement 4.S2 Supplementary material: Appendix of resources Chapter 5: Collecting data Chapter 6: Choosing effect measures and computing estimates of effect Chapter 7: Considering bias and conflicts of interest among the included studies Chapter 8: Assessing risk of bias in a randomized trial Chapter 9: Summarizing study characteristics and preparing for synthesis Chapter 10: Analysing data and undertaking meta-analyses Chapter 11: Undertaking network meta-analyses Chapter 12: Synthesizing and presenting findings using other methods Chapter 13: Assessing risk of bias due to missing results in a synthesis Chapter 14: Completing Summary of findings tables and grading the certainty of the evidence Chapter 15: Interpreting results and drawing conclusions Part 3: Specific perspectives in reviews Chapter 16: Equity and specific populations Chapter 17: Intervention complexity Chapter 18: Patient-reported outcomes Chapter 19: Adverse effects Chapter 20: Economic evidence Chapter 20Supp. ECO onlinePDF v6 5.060924 Technical Supplement to Chapter 20: Integrated full systematic review of economic evidence Chapter 21: Qualitative evidence Part 4: Other topics Chapter 22: Prospective approaches to accumulating evidence Chapter 23: Including variants on randomized trials Chapter 24: Including non-randomized studies on intervention effects Chapter 25: Assessing risk of bias in a non-randomized study Chapter 26: Individual participant data Joanne E McKenzie, Sue E Brennan, Rebecca E Ryan, Hilary J Thomson, Renea V Johnston Synthesis is a process of bringing together data from a set of included studies with the aim of drawing conclusions about a body of evidence. This will include synthesis of study characteristics and, potentially, statistical synthesis of study characteristics and findings. The synthesis process involves a number of steps, including: identifying the research question, searching for and selecting studies, extracting data from studies allows assessment of the number of studies contributing to a particular meta-analysis, and helps determine what other statistical synthesis methods might be used if meta-analysis is not possible. Cite this chapter as: McKenzie JE, Brennan SE, Ryan RE, Thomson HJ, Johnston RV. Chapter 9: Summarizing study characteristics and preparing for synthesis [last updated October 2019]. In: Higgins JPT, Thomas J, Chandler J, Cumpston M, Li T, Page MJ, Welch VA (editors). Cochrane Handbook for Systematic Reviews of Interventions version 6.5. Cochrane, 2024. Available from [cochrane.org/handbook](https://www.cochrane.org/handbook). 9.1 Introduction Synthesis is a process of bringing together data from a set of included studies with the aim of drawing conclusions about a body of evidence. Most Cochrane Reviews on the effects of interventions will include some type of statistical synthesis. Most commonly this is the statistical combination of results from two or more separate studies (henceforth referred to as meta-analysis) of effect estimates. An examination of the included studies always precedes statistical synthesis in Cochrane Reviews. For example, examination of the interventions studied is often needed to itemize their content so as to determine which studies can be grouped in a single synthesis. More broadly, synthesis of the PICO (Population, Intervention, Comparator and Outcome) elements of the included studies underpins interpretation of review findings and is an important output of the review in its own right. This synthesis should encompass the characteristics of the interventions and comparators in included studies, the populations and settings in which the interventions were evaluated, the outcomes assessed, and the strengths and weaknesses of the body of evidence. Chapter 2 defined three types of PICO criteria that may be helpful in understanding decisions that need to be made at different stages in the review: The review PICO (planned at the protocol stage) is the PICO on which eligibility of studies is based (what will be included and what excluded from the review). The PICO for each synthesis (also planned at the protocol stage) defines the question that the specific synthesis aims to answer, determining how the synthesis will be structured, specifying planned comparisons (including intervention and comparator groups, any grouping of outcome and population subgroups). The PICO of the included studies (determined at the review stage) is what was actually investigated in the included studies. In this chapter, we focus on the PICO for each synthesis and the PICO of the included studies, as the basis for determining which studies can be grouped for statistical synthesis and for synthesizing study characteristics. We describe the preliminary steps undertaken before performing the statistical synthesis. Methods for the statistical synthesis are described in Chapter 10, Chapter 11 and Chapter 12. 9.2 A general framework for synthesis Box 9.2.a A general framework for synthesis that can be applied irrespective of the methods used to synthesize results Stage 1. At protocol stage: Step 1.1. Set up the comparisons (Chapter 2 and Chapter 3). Stage 2. Summarizing the included studies and preparing for synthesis: Step 2.1. Summarize the characteristics of each study in a Characteristics of included studies table (see Chapter 5), including examining the interventions to itemize their content and other characteristics (Section 9.3.1). Step 2.2. Determine which studies are similar enough to be grouped within each comparison by comparing the characteristics across studies (e.g. in a matrix) (Section 9.3.2). Step 2.3. Determine what data are available for synthesis (Section 9.3.3; extraction of data and conversion to the desired format is discussed in Chapter 5 and Chapter 6). Step 2.4. Determine if modification to the planned comparisons or outcomes is necessary, or new comparisons are needed, noting any deviations from the protocol plans (Section 9.3.4; and Chapter 2 and Chapter 3). Step 2.5. Synthesize the characteristics of the studies contributing to each comparison (Section 9.3.5). Stage 3. The synthesis itself: Step 3.1. Perform a statistical synthesis (if appropriate), or provide structured reporting of the effects (Section 9.5; and Chapter 10, Chapter 11 and Chapter 12). Step 3.2. Interpret and describe the results, including consideration of the direction of effect, size of the effect, certainty of the evidence (Chapter 14), and the interventions tested and the populations in which they were tested. Box 9.2.a provides a general framework for synthesis that can be applied irrespective of the methods used to synthesize results. Planning for the synthesis should start at protocol-writing stage, and Chapter 2 and Chapter 3 describe the steps involved in planning the review questions and comparisons between intervention groups. These steps included specifying which characteristics of the interventions, populations, outcomes and study design would be grouped together for synthesis (the PICO for each synthesis: stage 1 in Box 9.2.a). This chapter primarily concerns stage 2 of the general framework in Box 9.2.a. After deciding which studies will be included in the review and extracting data, review authors can start implementing their plan, working through steps 2.1 to 2.5 of the framework. This process begins with a detailed examination of the characteristics of each study (step 2.1), and then comparison of characteristics across studies in order to determine which studies are similar enough to be grouped for synthesis (step 2.2). Examination of the type of data available for synthesis follows (step 2.3). These three steps inform decisions about whether any modification to the planned comparisons or outcomes is necessary, or new comparisons are needed (step 2.4). The last step of the framework covered in this chapter involves synthesis of the characteristics of studies contributing to each comparison (step 2.5). The chapter concludes with practical tips for checking data before synthesis (Section 9.4). Steps 2.1, 2.2 and 2.5 involve analysis and synthesis of mainly qualitative information about study characteristics. The process used to undertake these steps is rarely described in reviews, yet can require many subjective decisions about the nature and similarity of the PICO elements of the included studies. The examples described in this section illustrate approaches for making this process more transparent. 9.3 Preliminary steps of a synthesis 9.3.1 Summarize the characteristics of each study (step 2.1) A starting point for synthesis is to summarize the PICO characteristics of each study (i.e. the PICO of the included studies, see Chapter 3) and categorize these PICO elements in the groups (or domains) pre-specified in the protocol (i.e. the PICO for each synthesis). The resulting descriptions are reported in the Characteristics of included studies table, and are used in step 2.2 to determine which studies can be grouped for synthesis. In some reviews, the labels and terminology used in each study are retained when describing the PICO elements of the included studies. This may be sufficient in areas with consistent and widely understood terminology that matches the PICO for each synthesis. However, in most areas, terminology is variable, making it difficult to compare the PICO of each included study to the PICO for each synthesis, or to compare PICO elements across studies. Standardizing the description of PICO elements across studies facilitates these comparisons. This standardization includes applying the labels and terminology used to articulate the PICO for each synthesis (Chapter 3), and structuring the description of PICO elements. The description of interventions can be structured using the Template for Intervention Description and Replication (TIDieR) checklist, for example (see Chapter 3 and Table 9.3.a). Table 9.3.a illustrates the use of pre-specified groups to categorize and label interventions in a review of psychosocial interventions for smoking cessation in pregnancy (Chamberlain et al 2017). The main intervention strategy in each study was categorized into one of six groups: counselling, health education, feedback, incentive-based interventions, social support, and exercise. This categorization determined which studies were eligible for each comparison (e.g. counselling versus usual care; single or multi-component strategy). The extract from the Characteristics of included studies table shows the diverse descriptions of interventions in three of the 54 studies for which the main intervention was categorized as counselling. Other intervention characteristics, such as duration and frequency, were coded in pre-specified categories to standardize description of the intervention intensity and facilitate meta-regression (not shown here). Table 9.3.a Example of categorizing interventions into pre-defined groups Definition of (selected) intervention groups from the PICO for each synthesis Counselling: provided[*i*] motivation to quit, support to increase problem solving and coping skills, and may incorporate transtheoretical models of change, includes motivational interviewing, cognitive behaviour therapy, psychotherapy, relaxation, problem solving facilitation, and other strategies.\* Incentives: women receive a financial incentive, contingent on their smoking cessation; these incentives may be gift vouchers. Interventions that provided a chance of incentive (e.g. lottery tickets) combined with counselling were coded as counselling. Social support: interventions where the intervention explicitly included provision of support from a peer (including self-nominated peers, lay peers trained by project staff, or support from healthcare professionals), or from partners (Chamberlain et al 2017). Study ID Precis of intervention description from study Main intervention strategy Other intervention components Study 1 Assessment of smoking motivation and intention to quit. Bilingual health educators (Spanish and English) with bachelors degrees provided 15 minutes of individual counselling that included risk information and quit messages or reinforcement. Participants were asked to select a quit date and nominate a significant other as a quit buddy. Self-help guide Time for a change with an explanation of how to use it and behavioural counselling. Explanation of how to win prizes (\$100) by completing activity sheets. Booster postcard one month after study entry. Counselling Incentive Study 2 Routine prenatal advice on a range of health issues, from midwives and obstetricians plus: Structured one-to-one counselling by a trained facilitator (based on stages of change theory). Partners invited to be involved in the program. An information pack (developed in collaboration with a focus group of women), which included a self-help booklet. Invited to join a stop smoking support group. Counselling Social support Study 3 Midwives received two and a half days of training on theory of transtheoretical model. Participants received a set of six stage-based self-help manuals Pro-Change programme for a healthy pregnancy. The midwife assessed each participants stage of change and pointed the woman to the appropriate manual. No more than 15 minutes was spent on the intervention. Counselling Nil \* The definition also specified eligible modes of delivery, intervention duration, and personnel. While this example focuses on categorizing and describing interventions according to groups pre-specified in the PICO for each synthesis, the same approach applies to other PICO elements. 9.3.2 Determine which studies are similar enough to be grouped within each comparison (step 2.2) Once the PICO of included studies have been coded using labels and descriptions specified in the PICO for each synthesis, it will be possible to compare PICO elements across studies and determine which studies are similar enough to be grouped within each comparison. Tabulating study characteristics can help to explore and compare PICO elements across studies, and is particularly important for reviews that are broad in scope, have diversity across one or more PICO elements, or include large numbers of studies. Data about study characteristics can be ordered in many different ways (e.g. by comparison or by specific PICO elements), and tables may include information about one or more PICO elements. Deciding on the best approach will depend on the purpose of the table and the stage of the review. A close examination of study characteristics will require detailed tables; for example, to identify differences in characteristics that were pre-specified as potentially important modifiers of the intervention effects. As the review progresses, this detail may be replaced by standardized description of PICO characteristics (e.g. the coding of counselling interventions presented in Table 9.3.a). Table 9.3.b illustrates one approach to tabulating study characteristics to enable comparison and analysis across studies. This table presents a high-level summary of the characteristics that are most important for determining which comparisons can be made. The table was adapted from tables presented in a review of self-management education programmes for osteoarthritis (Kroon et al 2014). The authors presented a structured summary of intervention and comparator groups for each study, and then categorized intervention components thought to be important for enabling patients to manage their own condition. Table 9.3.b shows selected intervention components, the comparator, and outcomes measured in a subset of studies (some details are fictitious). Outcomes have been grouped by the outcome domains Pain and Function (column Outcome measure Table 9.3.b). These pre-specified outcome domains are the chosen level for the synthesis as specified in the PICO for each synthesis. Authors will need to assess whether the measurement methods or tools used within each study provide an appropriate assessment of the domains (Chapter 3, Section 3.2.4). A next step is to group each measure into the pre-specified time points. In this example, outcomes are grouped into short-term (

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