INSTITUTE OF EDUCATION

EPPI-Reviewer Web

Hands-on EPPI-Reviewer activity
20 August 2021

Dr Melissa Bond

EPPI-Reviewer Support Officer

EPPISupport@ucl.ac.uk

@misc_nerd @EPPIReviewer @EPPIReviewer4

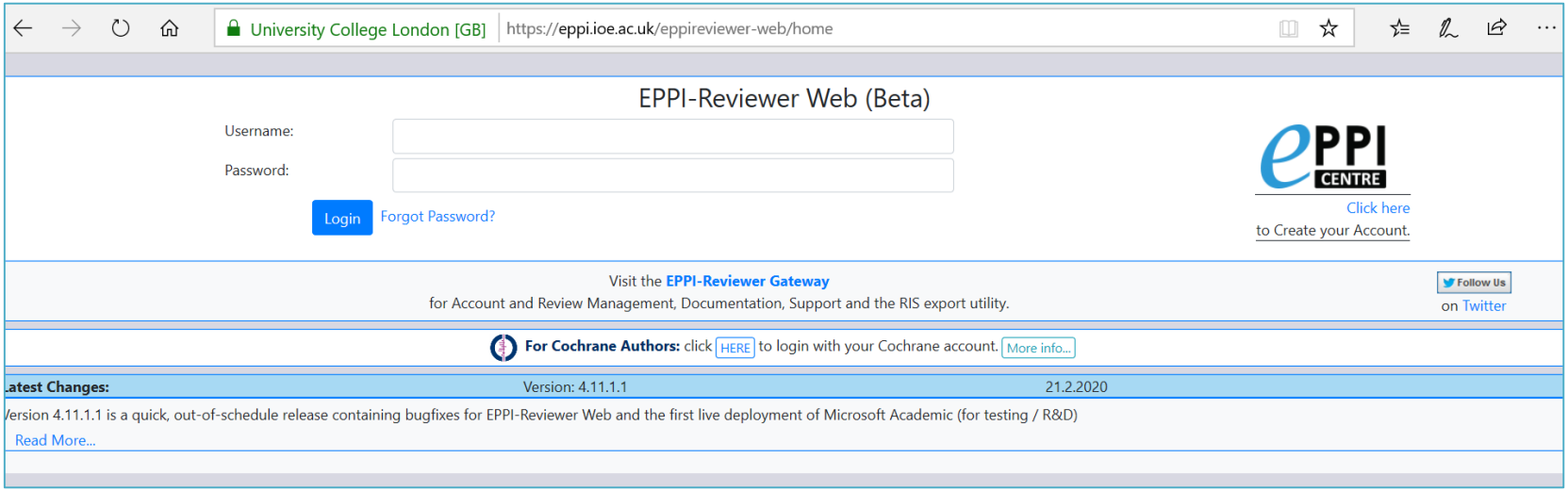
Hands-on EPPI-Reviewer Activity

You are going to try a mini-review from scratch in this activity.

This task will help you to familiarise yourselves with EPPI-Reviewer Web, including some important steps.

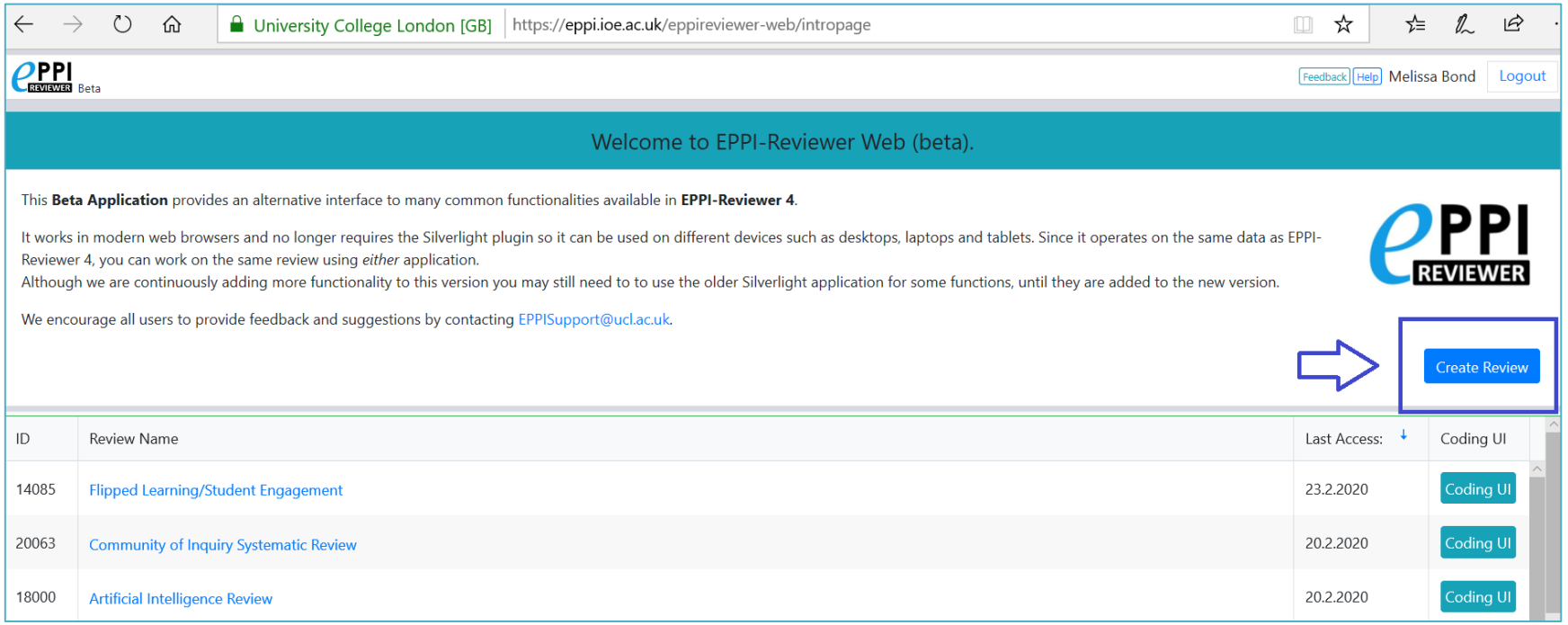
Step 1

Login to EPPI-Reviewer Web using your account details.



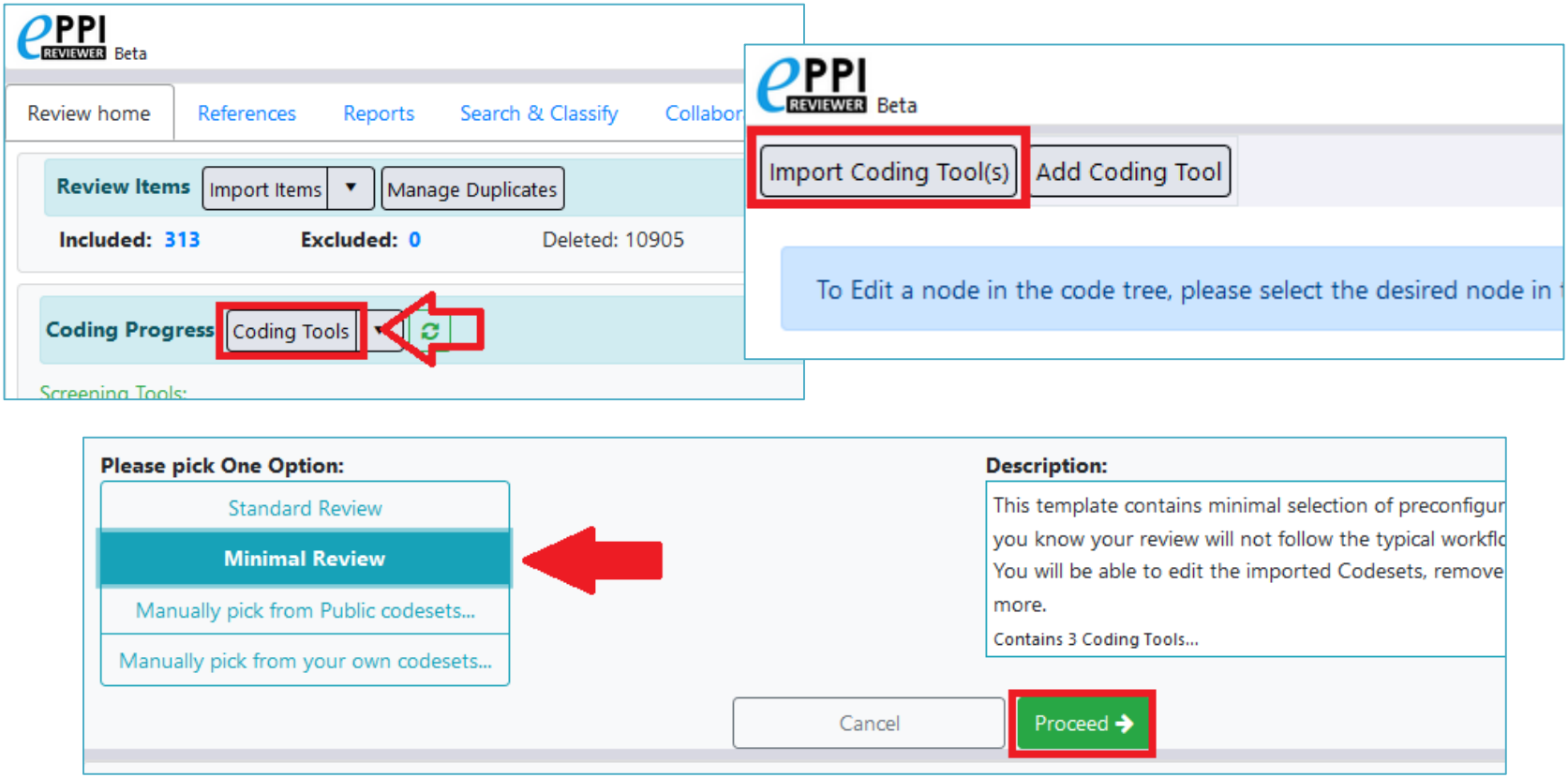
Step 2

Create a new review called '**Education during COVID**' and open it.



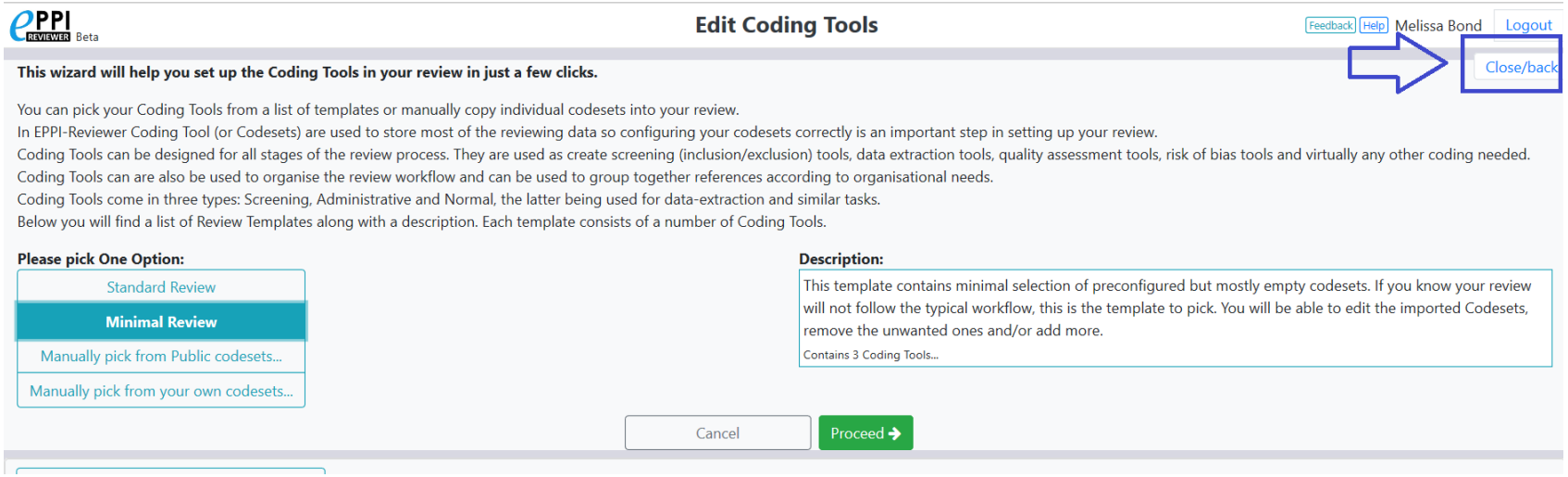
Step 3

Within the ‘Review home’ tab, click on ‘Coding Tools’ and import the Coding Tool from the ‘Minimal Review’ template.



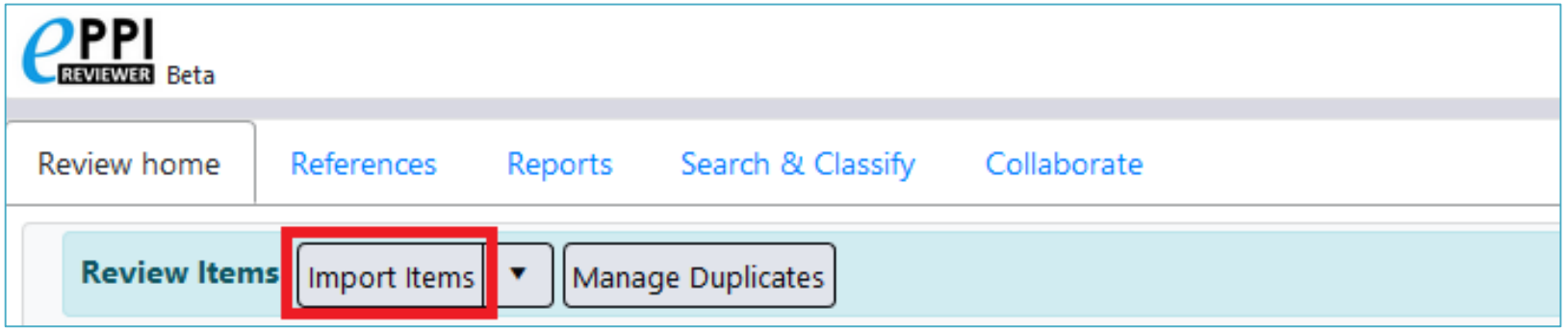
Handy hint…

Click ‘Close/back’ in the top right when you want to return to the ‘Review home’ tab.



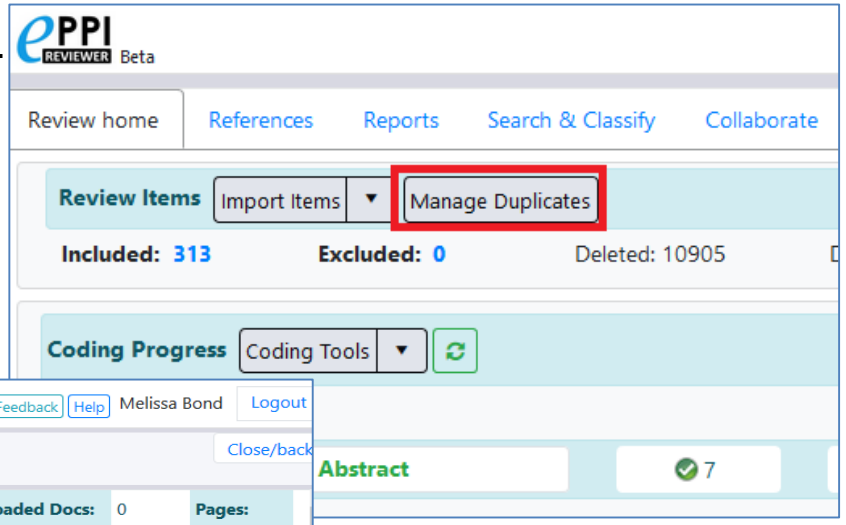
Step 4

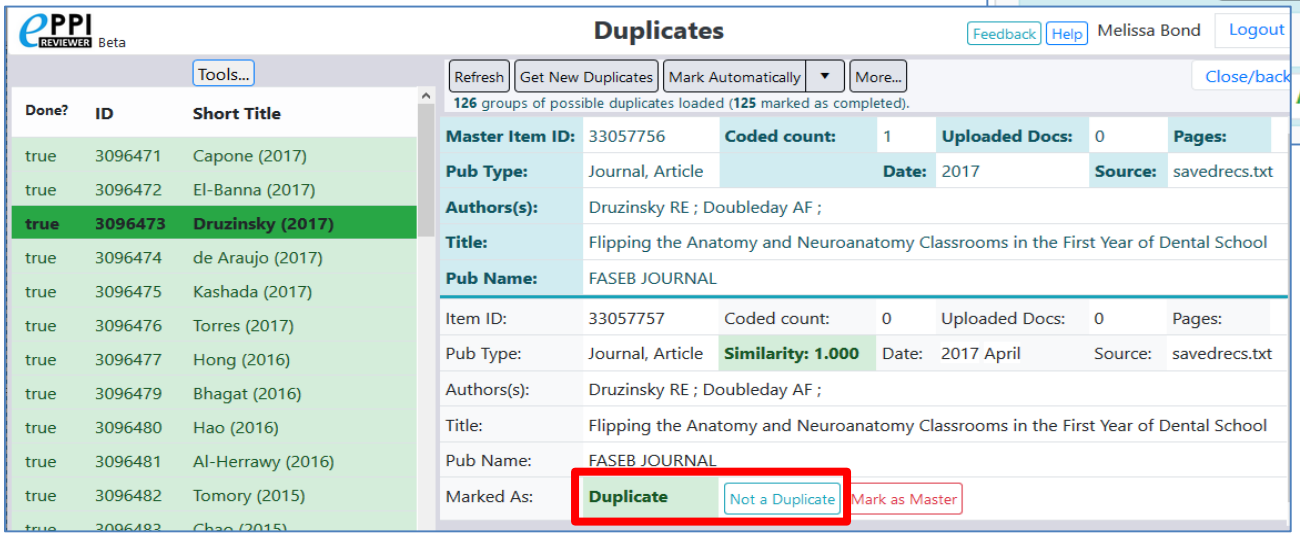
Download/save this file and this file to your computer and import them into ER-Web.



Step 5

From ‘Review home’, click on ‘Manage Duplicates’.

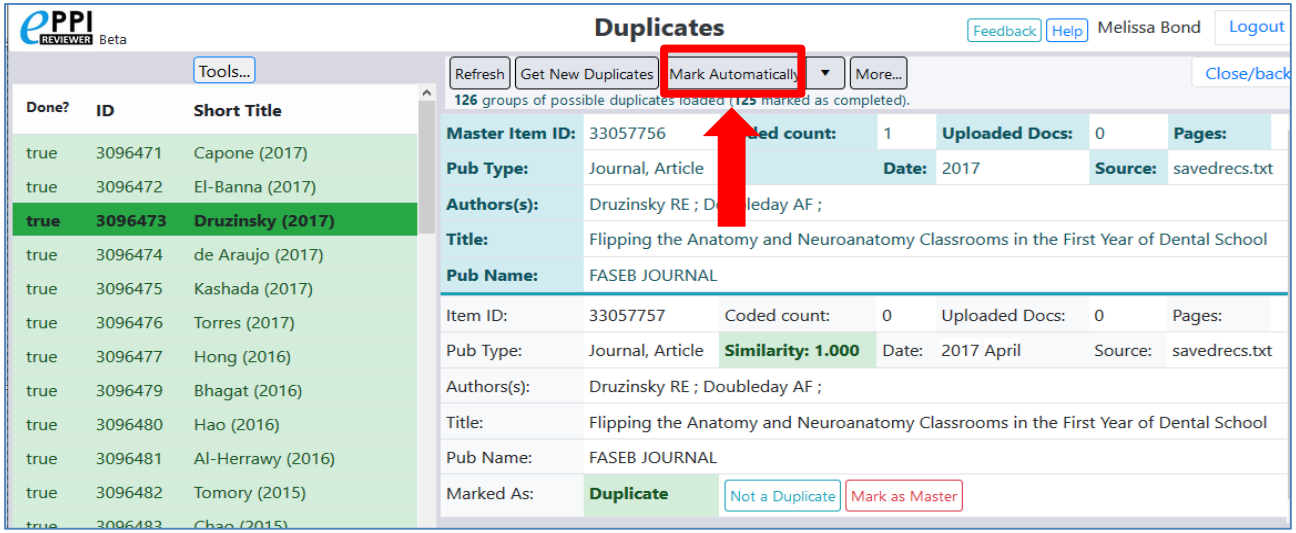




Click ‘Get new duplicates’ and use the results to mark items as ‘duplicates’ or ‘not duplicates’ as appropriate, until all duplicate groups are marked as ‘Done’, then return to ‘Review home’.

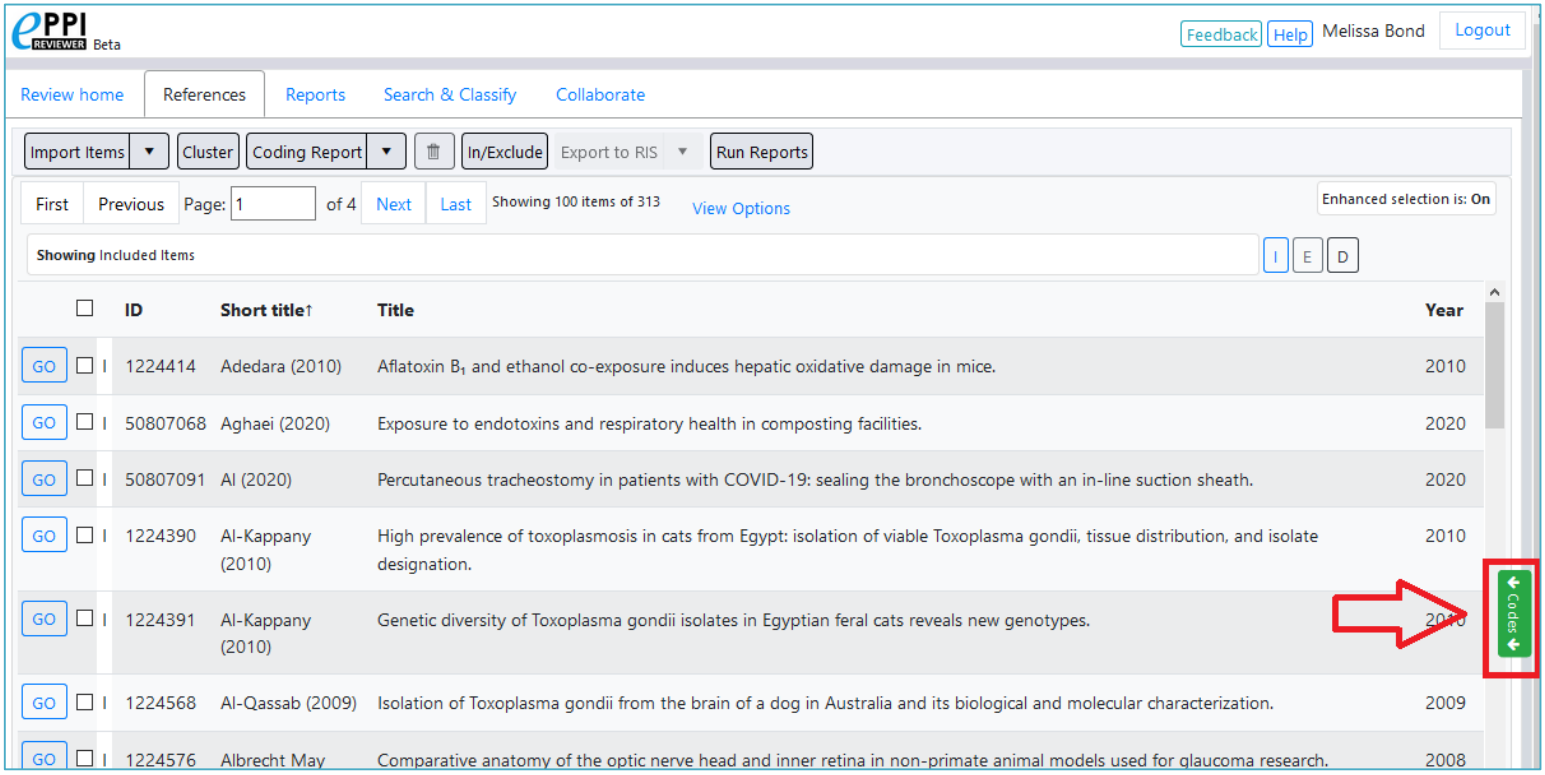
Handy hint…

The ‘Mark Automatically’ function will speed this up.



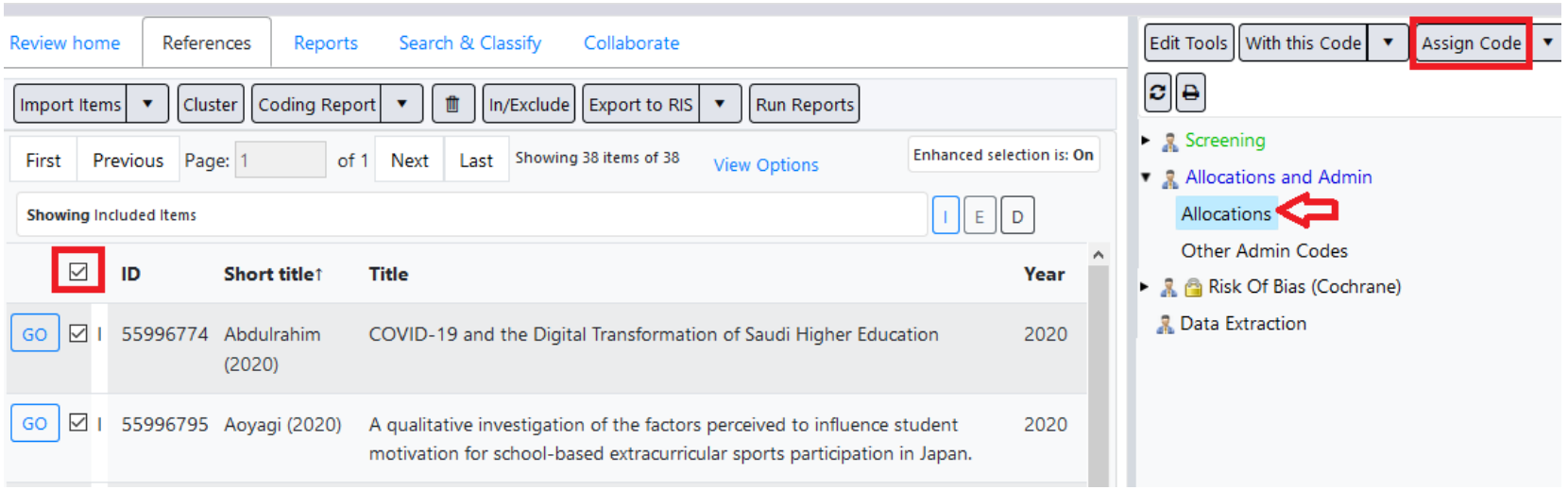
Step 6

Click on the ‘References’ tab and click on the green ‘Codes’ button on the right hand side, to open up the coding tools.



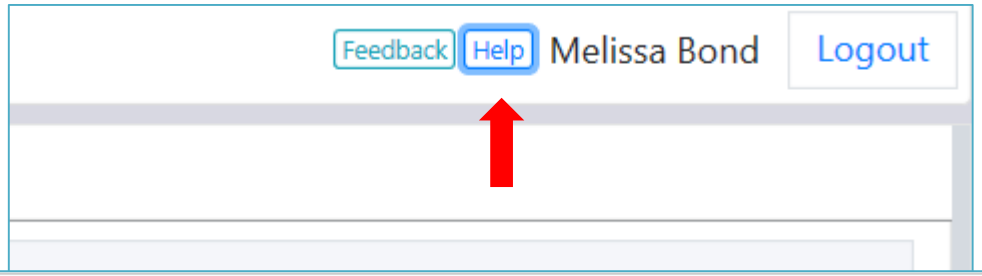
Step 7

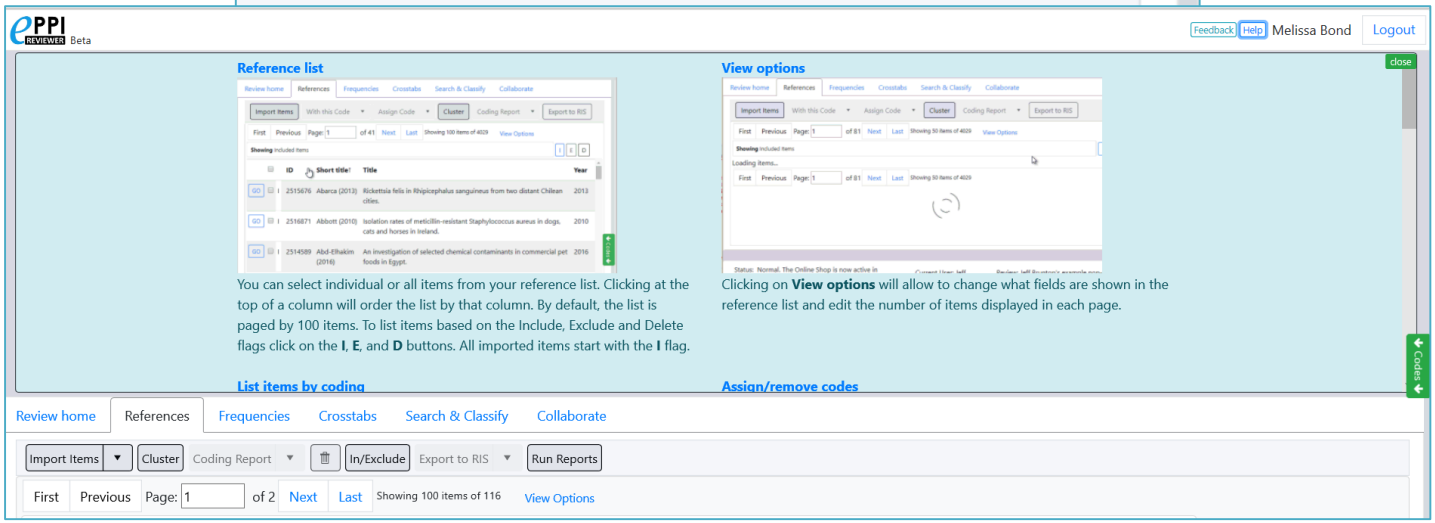
Select the first 100 items and assign them to the *Allocations* code (under the *Allocations and Admin* coding tool).



Handy hint…

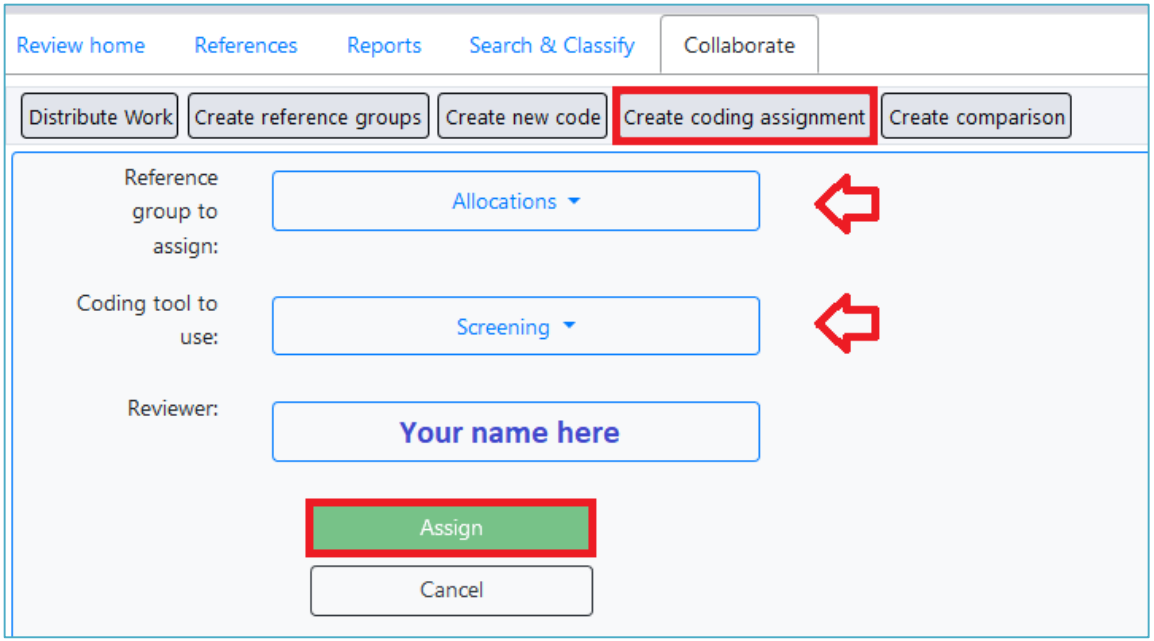
Use the blue ‘Help’ button at the top of each page.





Step 8

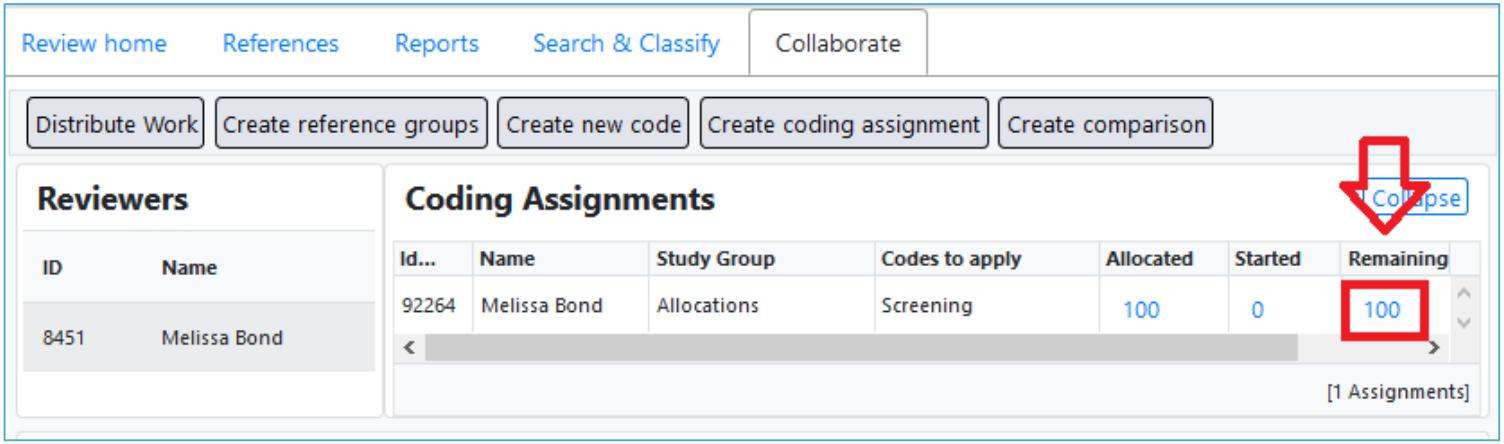
From the Collaborate tab, create a coding assignment with the following settings:



- Hint: if all goes well, you should see a single Coding Assignment reporting Allocated = 100, Started = 0, Remaining = 100.

Step 9

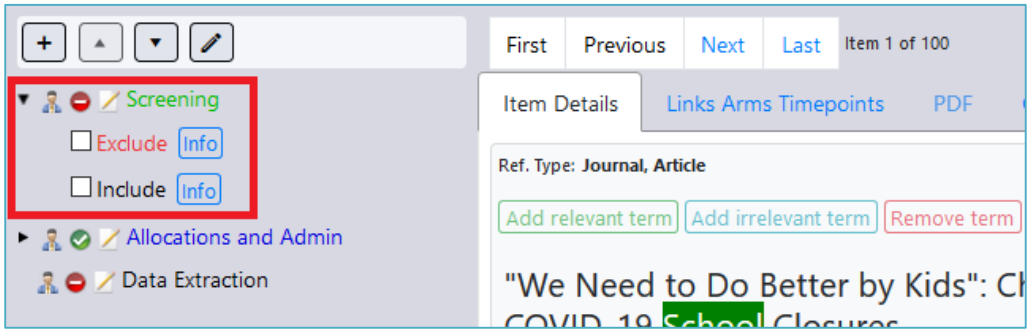
Click on the 100 underneath ‘Remaining’.



Step 10

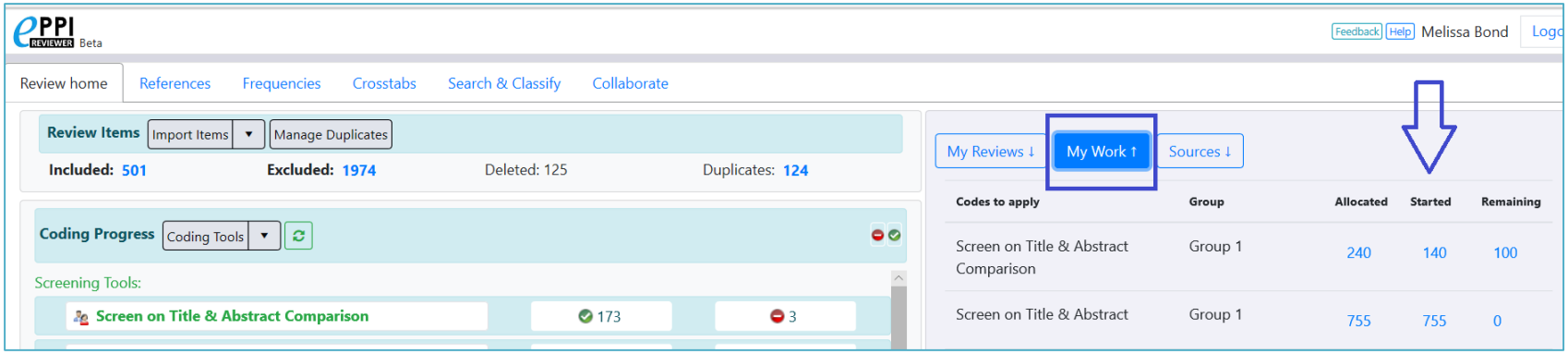
Click on ‘Go’ on the first reference and start screening.

- Exclude any studies conducted in higher education or that were conducted before January 2020.
- Screen until you have at least two includes.



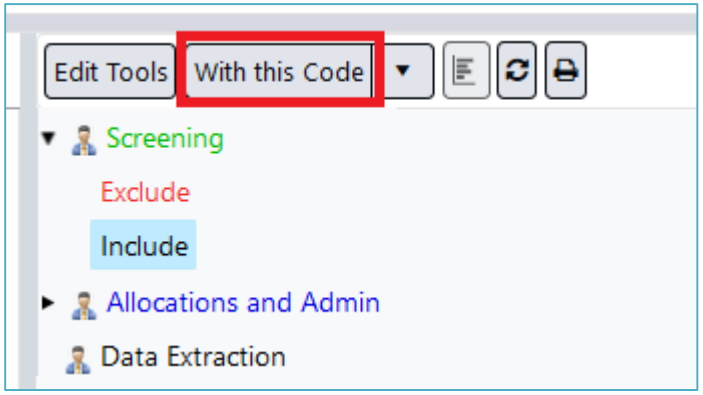
Step 11

Go back to the Review home tab and expand ‘My work’, where you can see the numbers in your coding assignment have changed.



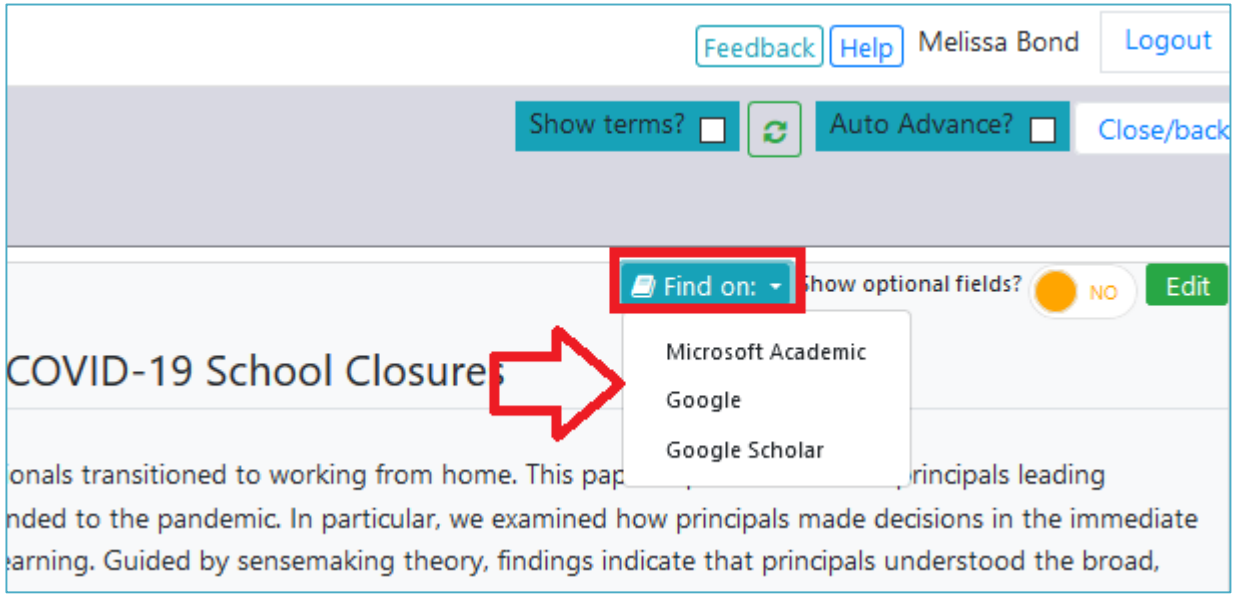
Step 12

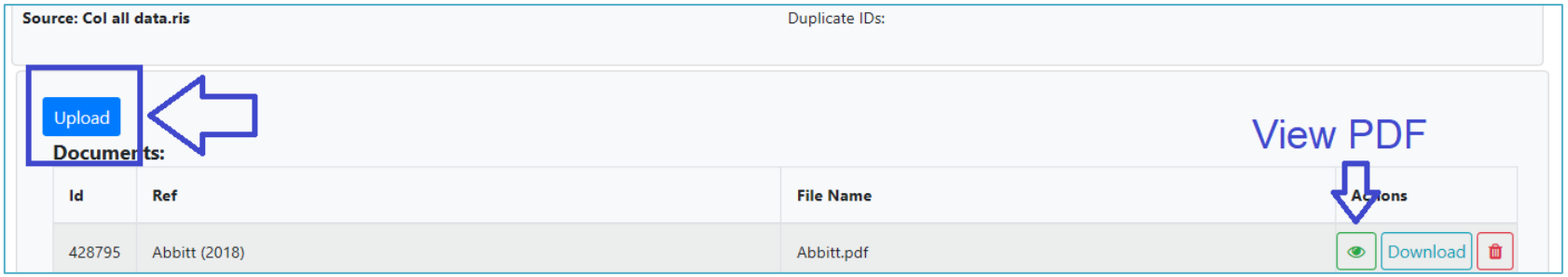
Find the items that you have marked as included.



Step 13

Open the first item and use the ‘Find on web’ feature to locate the PDF of at least one ‘included’ reference.



Step 14

Save the PDF and upload it to EPPI-Reviewer, at the bottom of the item screen.