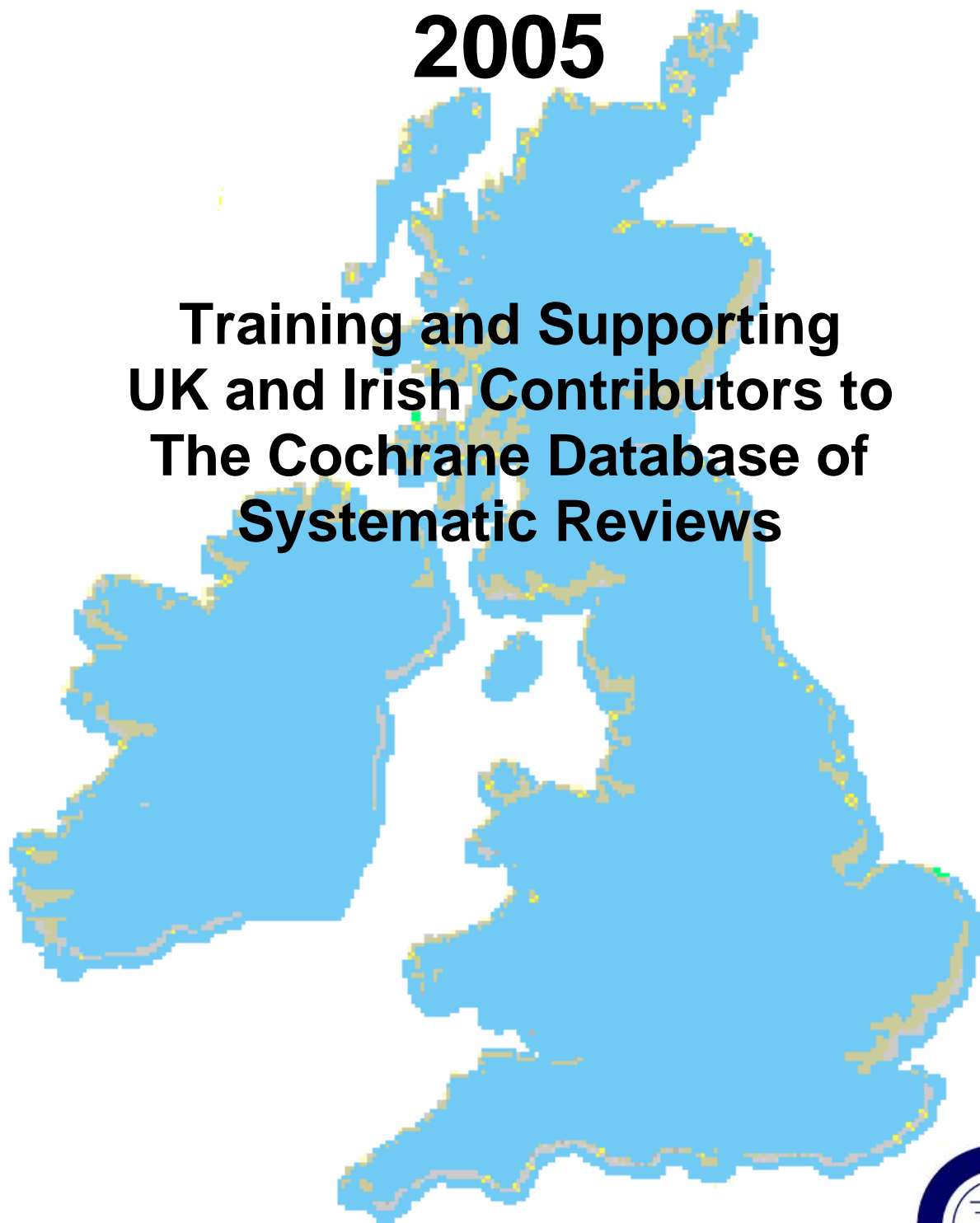


UK Cochrane Centre Annual Training Report 2005

**Training and Supporting
UK and Irish Contributors to
The Cochrane Database of
Systematic Reviews**



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Executive Summary

The 2005 UKCC training programme comprised:

- Training for Review Authors
 - Ten workshops on 'Developing a Protocol for a Review' with 122 participants
 - A new two-day 'Developing a Protocol for a Review' workshop with 5 participants
 - Eight 'Introduction to Analysis' workshops with 113 participants
 - Ongoing support for The Cochrane Collaboration Open Learning Material for reviewers with active development of a Web based course based on the Open Learning Material
 - A Review Completion Course with 7 participants

- The 10th Annual Meeting of UK and Irish Contributors to The Cochrane Collaboration with over 200 people attending and with 37 training workshops provided

- Five three-day introductory Systematic Review Courses on the island of Ireland with 45 participants in total

- Two one-day introductory Systematic Review Courses on the island of Ireland with 40 participants attending

- A meeting for UK based Cochrane Editors

- Training for the staff of the National Institute for Health and Clinical Excellence (NICE) at introductory and intermediate levels

- Cochrane Training Fellowships on the island of Ireland with mentoring from the training team and two workshops for Ireland Fellows

- Involvement in other training and consultancy
 - The Aubrey Sheiham Cochrane Collaboration Public Health and Primary Care Scholarship
 - A training course for UK based consumers

Introduction

2005 was a busy year as we not only sought to meet increased demand for 'Developing a Protocol for a Review' and 'Introduction to Analysis' workshops but also Esther Coren left to join the SCIE (Social Care Institute for Excellence) in May. We continued with our planned developments and initiated mentoring days for the Ireland Fellows as well as meetings for Co-ordinating Editors to discuss and share views on current issues affecting Cochrane Review groups. We welcomed Jayne Rees to the team in July 2005. Jayne, an experienced systematic reviewer, works approximately one day per week at the Centre. We also welcome Catherine Francis-Baldesari who joined the training team in January 2006. Catherine, from South Carolina, is a trained nurse midwife.

There is still strong demand for training courses with 29 days provided in 2005 and feedback is very positive.

This report does not cover the training and support that UKCC staff provide to those in Cochrane Review Groups who work on the identification and registration of reports of trials. Those activities are reported elsewhere, as are many of the more general support functions of the UKCC.

The Training Team in 2005

- Phil Wiffen, Training Director, three days per week to March 2005 then four days per week.
- Esther Coren, Lecturer in Systematic Reviews, two and a half days per week to May 2005.
- Jayne Rees, worked on an ad hoc basis (approximately one day per week from July 2005).
- Nicola McDowell, Training Co-ordinator, four days per week.
- Nancy Owens, Facilitator for Cochrane Review Group (CRG) staff, approximately one day per week.
- Luke Wolfenden spent 10 weeks working with the training team on specific projects.
- Lisa Horwill, PA to training team, full time.

1 Cochrane Review Author Training

1.1 Workshops

The 2005 workshop programme comprised ten 'Developing a Protocol for a Review' workshops and eight 'Introduction to Analysis' workshops. These were held in the following locations: Belfast, Dublin, Edinburgh, Oxford, Leeds, Liverpool, London and York.

1.2 Participants

In 2005 there was an increase of approximately 11% in numbers of participants attending the workshops since 2004. 122 participants attended the 'Developing a Protocol for a Review' workshop and 113 participants attended the 'Introduction to Analysis' workshop. There were 268 places available on the workshops of which 235 were filled.

Approximately 93% of the participants attending workshops in 2005 resided in the UK (*Table 1*). 88% of participants completed a feedback form.

Table 1 Areas of residence of workshop participants

	99-00 (13 months) n=273	2001 n=183	2002 n=236	2003 n= 265	2004 n=212	2005 n=235
UK	96%	96%	97%	94%	98%	93%
Rest of Europe	3%	2%	1%	3%	2%	6%
Americas and Caribbean	1%	-	1%	1%	-	0.5%
Australasia	-	-	-	1%	-	-
Africa	-	1%	-	-	-	-
Asia	-	1%	-	1%	-	0.5%

1.3 'Developing a Protocol for a Review' Workshops

The 'Developing a Protocol for a Review' workshop begins with a presentation on the format of a Cochrane protocol. Participants then work in small discussion groups, led by experienced facilitators, in which individuals have the opportunity to work with the detail of their review question including the intervention, participation and outcome. There is also a demonstration on how to get started with RevMan. The workshops are designed and intended for people who are at the early stages of writing their protocols. In October 2005 the timings of the programme were amended, so that the opening session began earlier. For programmes, please refer to Appendix I (pre October 2005) and Appendix II (post October 2005).

1 Cochrane Review Author Training

Table 2 Participants' rating of their previous experience of preparing a Protocol for a systematic review

Rating* of experience	Year (% of Total)					
	99-00	2001	2002	2003	2004	2005
1-3	73%	68%	67%	46%	75%	70%
4-7	24%	31%	29%	46%	23%	30%
8-10	3%	1%	3%	8%	2%	0%

*1 = wondering how to start, 10 = completed several protocols

Table 3 Participants' rating of their previous experience of completing a systematic review

Rating* of experience	Year (% of Total)					
	99-00	2001	2002	2003	2004	2005
1-3	79%	80%	76%	72%	79%	73%
4-7	18%	17%	22%	27%	18%	26%
8-10	3%	3%	2%	1%	3%	1%

* 1 = wondering how to start, 10 = completed several reviews

Table 2 shows that the majority (70%) of participants attending the workshop in 2005 have little experience in preparing a protocol for a systematic review. 73% of participants (Table 3) rated their previous experience of completing a systematic review in the lowest band (1-3). This data strongly indicates that the workshop, which is designed for people who are at the early stages of protocol writing, is justified and that the training is reaching the intended audience.

Table 4 Participants' rating of the Protocol Workshop in terms of what they learnt

Rating* of workshop	Year (% of Total)					
	99-00	2001	2002	2003	2004	2005
1-3	0%	0%	0%	1%	0%	0%
4-7	33%	37%	32%	29%	26%	19%
8-10	66%	63%	68%	70%	74%	81%

* 1 = outstandingly unhelpful, 10 = outstandingly helpful

81% of the participants rated the workshop in the highest band (8-10) in terms of what they learnt (Table 4). The majority of the participants found the workshop helpful and so the workshop content remained unchanged in 2005.

1 Cochrane Review Author Training

Table 5 Participants' rating of their enjoyment of the discussion groups

Rating* of workshop	Year (% of Total)					
	99-00	2001	2002	2003	2004	2005
1-3	0%	1%	1%	3%	0%	0%
4-7	18%	20%	25%	19%	13%	19%
8-10	82%	79%	75%	77%	87%	81%

*1 = not at all, 10 = very much

The qualitative comments participants gave agree with the rating in Table 5: participants enjoy and value the discussion sessions. Participants find it useful to gain input interactively and have questions answered by both participants and facilitators on their protocol. They commented that the facilitators were good, knowledgeable and gave helpful comments and input. People commented that they would have liked more time in the day to go over RevMan and have a practical RevMan session. A demonstration, question and answer session on RevMan has been incorporated into the two-day workshop (see section 1.4) in order to deal with participants needs. People also commented that the timing for the discussion session is often too long or too short. We have dealt with this by making the finishing time of the workshop flexible. Therefore, should there still be issues to be discussed, they can be.

1.4 'Developing a Protocol for a Review' two-day Workshop

We ran the 'Developing a Protocol for a Review' two-day workshop as a pilot in Oxford, in April, 2005. We had 5 participants attending of a possible 10. The workshop is designed for authors who are working on, or planning to start work on a protocol and is designed to provide an introduction to the processes of systematic review production. The aim is that at the end of the workshop authors will have identified key components of their protocol and begun to prepare a RevMan version. Please see Appendix III for a full programme. The participants' feedback was positive and people thought that the additional sessions on the two-day workshop (RevMan and Searching) were relevant and helpful. As with the 'Developing a Protocol for a Review' workshop people found the discussion session the most helpful and interesting session of the two days. The training team have decided that as the pilot workshop went well, we will run the 'Developing a Protocol for a Review' two-day workshop as part of the 2006 training programme. We aim to hold it at least twice in 2006.

1.5 'Introduction to Analysis' Workshops

The aim of the 'Introduction to Analysis' workshop is to introduce review authors to some of the methodological issues and concepts that need to be addressed in systematic reviews. The workshop is pitched at an introductory level and is not intended to provide comprehensive or advanced training in systematic review methods. The workshop is a mixture of presentations and practical sessions covering many areas of analysis. A sample programme is attached (Appendix IV). The programme, which was developed in 2002, was delivered with some changes to content during 2004; slides and material are constantly re-assessed and updated as necessary.

1 Cochrane Review Author Training

Table 6 Participants' rating of their previous experience in doing systematic reviews

Rating* of experience	Year (% of Total)			
	2002	2003	2004	2005
1-3	62%	60%	70%	62%
4-7	36%	31%	27%	35%
8-10	2%	9%	3%	3%

* 1 = wondering how to start, 10 = completed several reviews

The majority of attendees have little previous experience of undertaking systematic reviews as 62% of participants (*Table 6*) rate their experience in the lowest band (1-3).

Table 7 Participants' rating of the overall helpfulness of the workshop in terms of what they learnt

Rating* of experience	Year (% of Total)			
	2002	2003	2004	2005
1-3	1%	2%	0%	0%
4-7	42%	40%	30%	32%
8-10	57%	58%	70%	68%

* 1 = outstandingly unhelpful, 10 = outstandingly helpful

Table 7 shows that the majority of participants rate the workshop in the highest banding (8-10) in terms of how helpful the workshop is to them. Therefore, we are delivering a workshop which meets the needs of the attendees.

1 Cochrane Review Author Training

Table 8 Participants' rating of the helpfulness of individual sessions

Rating* of session	Introduction to meta-analysis				Rating* of session	Study eligibility			
	2002	2003	2004	2005		2002	2003	2004	2005
1-3	0%	0%	0%	1%	1-3	1%	1%	0%	1%
4-7	30%	33%	37%	34%	4-7	18%	41%	34%	37%
8-10	70%	67%	63%	65%	8-10	81%	58%	66%	62%
Rating* of session	Binary data				Rating* of session	Data extraction			
	2002	2003	2004	2005		2002	2003	2004	2005
1-3	0%	1%	0%	1%	1-3	1%	5%	1%	0%
4-7	28%	44%	34%	26%	4-7	27%	44%	38%	43%
8-10	72%	55%	66%	73%	8-10	72%	51%	61%	57%
Rating* of session	Continuous data				Rating* of session	Heterogeneity			
	2002	2003	2004	2005		2002	2003	2004	2005
1-3	0%	3%	2%	2%	1-3	0%	5%	2%	0%
4-7	23%	47%	50%	40%	4-7	18%	43%	38%	33%
8-10	77%	50%	48%	58%	8-10	82%	52%	60%	67%
Rating* of session	Publication bias				*1 = <i>outstandingly unhelpful</i> , 10 = <i>outstandingly helpful</i>				
	2002	2003	2004	2005					
1-3	1%	3%	3%	2%					
4-7	20%	37%	33%	41%					
8-10	79%	60%	64%	57%					

Table 8 shows participants' rating of helpfulness of the individual sessions. As in previous years, the percentage of participants who rate the sessions in the lowest band (1-3) in 2005 is small (between 0% and 2%). This gives evidence that all the sessions on the programme are worthwhile to participants. The percentage of participants rating the sessions in the highest band (8-10) are between 57% and 73%, this is a majority percentage within each session. The binary data session, as in previous years, receives the highest percentage in the rating band 8-10 by participants (73%): it continues to be the most helpful session for participants. The 'Introduction to Analysis' workshop sessions do not score as high a percentage rating in the top band 8-10 as the sessions in the 'Developing a Protocol for a Review' workshop. Therefore these sessions are under continuous review as they are challenging for attendees.

1 Cochrane Review Author Training

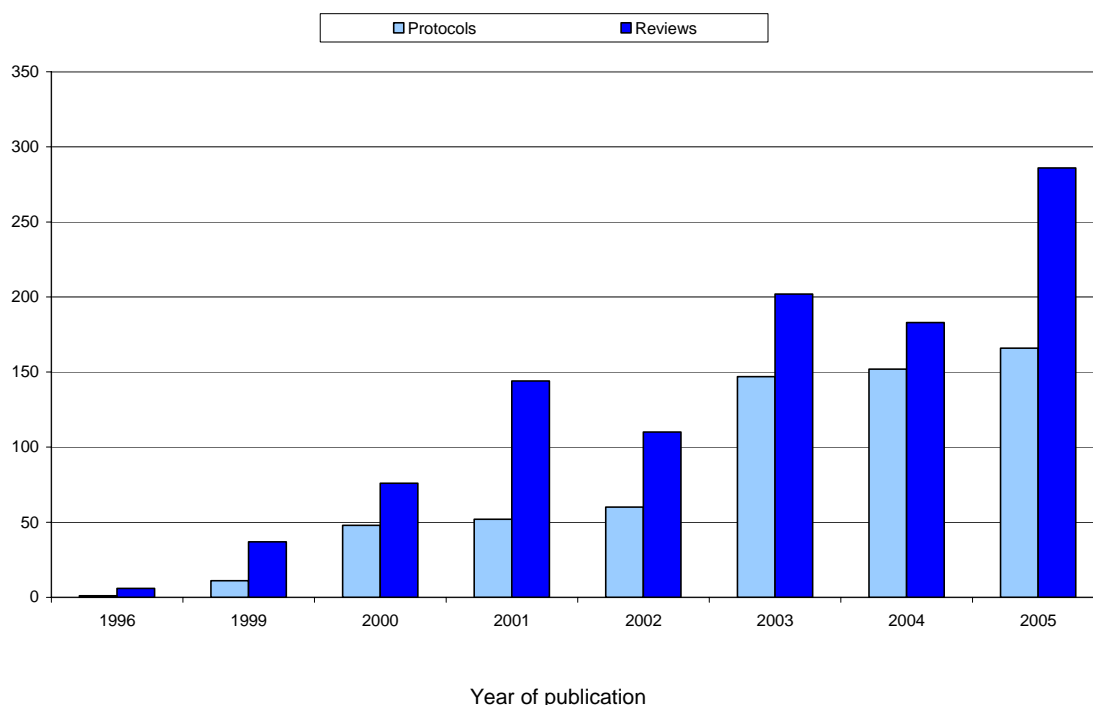
The qualitative responses from participants give further evidence that they find the Introduction to Analysis programme stretching. Participants comment that some sections are too complicated and tiring or that too much statistical information was given in one day. Many participants commented that they found the practical session within the workshop useful and enjoyable and that the workshop would benefit from more such practical sessions. People also commented that the course materials and handouts were helpful and that they found the facilitators knowledgeable and approachable. Participants commented, as in previous years, that they would like a hands on session using RevMan: this need has been met in the two-day protocol workshop.

The Introduction to Analysis workshop continues to be useful to participants and meets their needs. The continuous evaluation of, and consequent changes to, the workshop material aims to make the material increasingly helpful and accessible to participants by decreasing its complexity.

1.6 Output

As in previous years, we have looked at *The Cochrane Database of Systematic Reviews (CDSR)* to see how many of our workshop participants (participants of UK Cochrane Centre training events, 1998 – 2005) have gone on to publish protocols and reviews. Overall, the participants (n=1496) have contributed 1044 Reviews and 637 Protocols giving a total contribution of 1681. This gives an average of one publication per participant (range from 0 to 27). The highest number of reviews published in any given year is 286 in 2005 and the highest number of protocols published in any given year is 166 also in 2005. The majority of publications are in the most recent three years which is in line with the vision of The Cochrane Collaboration to provide up-to-date evidence of the effects of health care.

Table 9 Number of Protocols and Reviews in The Cochrane Library, Issue 4, 2005 by participants of UK Cochrane Centre training events, 1998 - 2005



1 Cochrane Review Author Training

1.7 Review Completion Course

A successful Review Completion Course was run in July for seven reviewers who had experienced difficulty in completing their reviews. The aim of the course is to provide a week's opportunity for authors to spend dedicated time working on their reviews and have access to help with RevMan, statistics and searching. This is an intensive week but it has been successful in moving people forward. By the end of this course, five of the participants had completed their reviews sufficiently for them to be submitted for peer review. See Appendix VI for course programme.

1.8 Open Learning Material

The Open Learning Material continues to be freely available on CD from the UK Cochrane Centre or on the web at: www.cochrane-net.org/openlearning/.

The Open Learning Material has been revised in line with current terminology e.g author replacing reviewer and to ensure that it is compatible with advice in the Cochrane Handbook for Systematic Reviews of interventions. Work is well in hand to present the material as web based learning using Blackboard© as the interface. This will be launched in 2006.

2 Other Training

2.1 Editor Training

In February 2005, we ran, for the second time, a two-day workshop on editorial training for Editors of Cochrane Review Groups, as part of the initiative to develop and provide training to the editorial staff of Cochrane Review Groups. The workshop was run with assistance from Sally Hughes of Oxford Brookes University and involved nine participants.

In response to requests, we also adapted the content of the editors' training course to focus on the needs of Cochrane Review Group Co-ordinators. This pilot one-day course, which ran in March 2005 as 'Editorial training for Review Group Co-ordinators', also involved Sally Hughes, and eight participants attended.

2.2 10th Annual Meeting of UK and Irish Contributors to The Cochrane Collaboration, Manchester 2005

This meeting was held on 14 and 15 March 2005 at the Manchester Conference Centre. As in the previous two years, the focus of this meeting was once again on training and 37 workshops were offered over the two days to participants. The workshop programme in Manchester was co-ordinated by Esther Coren and Nicola McDowell and used the structure of workshops organised into six streams to accommodate beginners and advanced levels of training as well as training for specific groups such as authors, consumers and editors.

2.3 Training Workshops at the Cochrane Colloquium

The 2005 Cochrane Colloquium was held in Melbourne, Australia. Four workshops were run involving UKCC staff. These are described below:

1. **Mike Clarke** (UKCC) and Luis Gabriel Cuervo (Pan American Health Organization (PAHO)/ World Health Organization (WHO)) ran the workshop **Addressing dilemmas and conflicting interests faced by Cochrane review authors**. Eight participants attended. The workshop was targeted at people involved in writing, refereeing or editing Cochrane reviews or other systematic reviews. It was an opportunity for them to discuss a variety of scenarios relating to dilemmas that might be faced when doing this work. The workshop was organised as a general discussion, after each of the ten scenarios had been briefly described. The participants were asked to focus on ways in which bias could be minimised when tackling these dilemmas.

In brief, the ten scenarios were (1) after strongly recommending rejection of a trial report when you refereed it because of the poor quality of the trial, the trial is included in a systematic review that you are asked to referee; (2) as in the previous example, but the fatal flaws in the conduct of the trial that were apparent from the manuscript you recommended should not be published were deleted from the version that was published and subsequently used in the Cochrane review that you have now been asked to referee; (3) after revealing the need for a new randomised trial in her review, the author completes the trial and wishes to include its findings in the update of her review; (4) as in the previous example, but the trial was funded by the pharmaceutical industry and the review was updated by someone whose salary was paid from the industry funding; (5) some trials in a review measured outcomes that the reviewer does not believe are important and might even be misleading but she is under pressure to present all outcome measures in her review; (6) you have been asked to write a summary of the evidence on a particular intervention but this evidence includes your own Cochrane review and systematic reviews by two other people; (7) the interventions in a review were categorised as "intensive" or "moderate" and the reviewers decided that the intervention tested in one trial was moderate but the trialist strongly disagrees (citing the results of her trial as evidence that the intervention is intensive) - if the trial is re-categorised it would change dramatically the results of the review; (8) you have done a trial and would now like to do a Cochrane review to place it in context; (9) the

2 Other Training

editors in a Cochrane Review Group have done a trial that is eligible for your review and want you to fast-track its update in order to include and highlight their trial; (10) the editors and authors are in disagreement between and among themselves about whether the conclusions of a review should be to recommend a treatment or its continued testing in further randomised trials - this is because of their different thresholds for 'proof' based on personal experience of the condition and the treatment but it would be illegal to force them to disclose this in the review because it would reveal their personal medical history.

2. and 3. **Carol Lefebvre** ran two workshops entitled: **Workshops for Cochrane Trials Search Co-ordinators**. One at an intermediate level and one at an advanced level.

The workshop at the intermediate level covered a wide range of aspects of the work carried out by Trials Search Co-ordinators (TSCs), such as searching CENTRAL and other databases, managing Specialized Registers and keeping reviewers up to date with new studies in their area of interest. The agenda was set by the TSCs by brainstorming at the start of the workshop. The workshop provided a forum for exchanges of experience in a range of important topics.

The Advanced Workshop was run along the same lines as the Intermediate Workshop. The TSCs were given the freedom to set the agenda selecting the issues they wished to discuss.

This workshop was attended by 10 participants and appeared to be successful, given the lower than average number of TSCs attending the Colloquium and the fact that this workshop clashed with an Information Management System (IMS) workshop, which some TSCs wished to attend.

4. **Sally Hopewell** in conjunction with the MeerKat Working Group ran a workshop entitled: **MeerKat: Getting the most out of your Study Register**. Nine participants attended. The workshop was specifically designed for those people who are currently using MeerKat to manage their Specialized Registers. It was an interactive workshop where participants were asked to bring their MeerKat problems and suggestions and facilitators demonstrated the main features of MeerKat, giving hints and tips along the way.

2.4 Introduction to Systematic Review Courses on the island of Ireland

Since 2000, the Health Research Board in Dublin and the Research and Development Office in Belfast have supported introductory systematic review training on the island of Ireland. The aim of this training is to increase the involvement in The Cochrane Collaboration, in the preparation, maintenance and use of systematic reviews, on the island of Ireland.

In 2005, UKCC staff ran five three-day courses in Belfast, Cork, Dublin and Galway. There were 45 participants in total. Two one-day courses also took place in Belfast - 40 people attended. These workshops seem to be having an effect as we are seeing a number of the participants who attended them registering a review, then attending the 'Developing a Protocol for a Review' workshops in Ireland. The 'Developing a Protocol for a Review' workshops held on the island of Ireland are increasing in participant numbers, whereas in the past we have had to cancel such workshops in Ireland due to lack of interest.

2 Other Training

2.5 Cochrane Reviewer Training Fellowships on the island of Ireland

For the fourth year, the Health Research Board in Dublin, Ireland and the Research and Development Office in Belfast, Northern Ireland have awarded Cochrane Fellowships for people on the island of Ireland to work on Cochrane reviews. These Fellowships are for people resident in Northern Ireland or Ireland, who are working in health or social care. Fellows are provided with protected time on an indicative part-time basis of up to two days per week for up to two years, to conduct a Cochrane review (see Appendix V for details of the 2005 Fellows).

The UK Cochrane Centre provides continuous training for all the Cochrane Fellows. In July 2005, we held a Fellows training day at the UK Cochrane Centre in which the 2004 Fellows attended. Fellows are encouraged to attend, bringing with them a laptop to use to work on their reviews. Fellows gain support and have questions answered about areas of difficulties/uncertainties they are facing in their reviews from a range of experienced facilitators who are on hand.

The 'Developing a Protocol for a Review' workshop we held in Dublin in October was specifically held for the 2005 Fellows to attend. The 2004 Fellows attended the 'Introduction to Analysis' workshop the following day. We are aiming to guide the Fellows by providing training along the way to successfully completing their reviews in the time the Fellowship provides. The Fellows training is proving to be successful and will continue in 2006.

2.6 The Aubrey Sheiham Cochrane Collaboration Public Health and Primary Care Scholarship

This scholarship enables a Cochrane author from a low-or middle-income country to spend four months at the UKCC being trained in systematic reviews and working on one or more reviews. Yanina Sguassero from Argentina visited the UKCC from early May through to late July last year. Her review title was Community-based supplementary feeding for promoting the growth of young children in developing countries. This is registered with the Developmental, Psychosocial and Learning Problems Cochrane Review Group. This is now a completed review in the Cochrane Library and was published in Issue 4, 2005.

2.7 Cochrane UK Consumer Training

The Cochrane UK Consumer Group held training for consumers during the period January – December 2005. The first of these was a 'Commenting on a Cochrane review from a consumer perspective' workshop held in June 2005 at the UK Cochrane Centre in Oxford. Members of the UK Consumers Group also ran a Critical Appraisal Skills Programme (CASP) workshop at the 13th Cochrane Colloquium held in Melbourne, Australia 22-26 October 2005.

2.8 Training for staff at the National Institute for Health and Clinical Excellence (NICE)

Training at NICE continued in 2005 but was suspended in May due to staff shortages in the training team. It is intended to restart this programme in the summer of 2006.

2 Other Training

2.9 Cochrane Library Training Courses for healthcare librarians

In November 2005, the UK National Library for Health agreed to fund three Cochrane Library training courses for healthcare librarians, to be conducted during the financial year April 2005 – March 2006. The courses will be run by Su Golder, Information Officer from the Centre for Reviews and Dissemination at York University and Carol Lefebvre, Information Specialist at the UK Cochrane Centre. Two courses will be held in Bristol and one in York, all in March 2006. All three courses are fully subscribed.

2.10 Co-ordinating Editors' Training Meeting

Two meetings were held (one in Leeds and one in Oxford) and a variety of topics were covered relating to issues faced by Cochrane Review groups. The key issues discussed were the Quality Scheme set up by Richard Hughes, training for editors, copy editing by The Cochrane Collaborations publisher, Wiley, monitoring by the Cochrane Collaboration and the Department of Health, as well as comments about the lack of clarity concerning the provenance of Cochrane reviews on the National Library for Health. Some discussion also took place regarding the prioritisation of topics accepted by Cochrane Review groups. These meetings received positive feedback and will be repeated in 2006.

2.11 Methodology Workshop for Cochrane Reviews

The training team in conjunction with Sally Hopewell began the planning of a one-day workshop entitled 'Methodology workshop for Cochrane Reviews' in late 2005. The workshop will be run as a pilot in February 2006 and will be primarily for Editors and Co-ordinating editors. The workshop will be run in a seminar style format with speakers presenting material followed by questions from the participants. We believe the course will be fully subscribed due to the amount of interest we already received by the end of 2005.

3 Future Plans

The Dublin Colloquium is high on our priorities for 2006 with the training team actively organising the workshop programme as well as providing general support. We plan to encourage some new workshops and some themed workshops running over two sessions.

We will run a busy training programme again this year and hope to introduce a new course on updating reviews. In addition we will launch the on-line version of the Open Learning Material based on Blackboard®.

Training in the island of Ireland is moving to a new format of a two-day programme and a half-day programme which will lead into participants attending the 'Developing a Protocol for a Review' and the 'Introduction to Analysis' workshops. We are seeking to make more use of local facilitators in the delivery of this programme.

A Methodology Workshop for Co-ordinating Editors and Editors of Cochrane Reviews was introduced and run early in 2006. This will be described in a later report.

In March 2006, a number of Cochrane Library Training Courses will be run for healthcare librarians.

We continue to see considerable demand for the training provided by the UKCC and opportunities to develop new courses and materials.

Acknowledgments

Lisa Horwill is responsible for the administrative support of all the workshops.

Nicola McDowell has been actively involved in organising the Annual Meeting for UK and Irish Contributors to The Cochrane Collaboration, helping with the Cochrane Handbook for Systematic Reviews of interventions ' Handbook programme, and with the production of the Open Learning Material, running the Sheiham Scholarship, and helping with consumer training with Gill Gyte.

Nancy Owens has taken on responsibility for the training of Cochrane Review Groups staff and has helped extensively with Editor training.

Our main source of funding remains the NHS Research and Development Programme, with funding coming from the island of Ireland for the development programmes run there.

Members of the Cochrane Statistical Methods Group have been very helpful allowing us to use their teaching material, commenting on our material, writing the statistical modules of the Open Learning Material, and in many other ways.

Of course, we could not deliver our training without the help of many facilitators, to whom we are very grateful:

Clive Adams, Charlotte Archibald, Lisa Askie, Anne-Marie Bagnall, Paul Beirne, Sally Bell-Syer, Mike Clarke, Anne Eisinga, Mark Fenton, Lesley Gillespie, Gill Gyte, Kate Hey, Sally Hopewell, Sally Hughes, Toby Lasserson, Carol Lefebvre, Jan Lilleyman, Heather Maxwell, Teresa Moore, Andrea Nelson, Susan O'Meara, Rafael Perera, Lindsay Stead, Emma Tavender and William Turner.



Phil Wiffen
Training Director
February 2006

Appendix I

Programme for 'Developing a Protocol for a Review' Workshop (pre October 2005)

09.30	Coffee and Registration
10.00	Welcome and Introduction
10.10	Format of a Cochrane Review
10.45	Small group discussion on developing a Protocol for a review
12.30	Lunch (The Cochrane Library will be available during Lunch Break)
13.20	Demonstration of a completed Protocol on RevMan
14:05	Small group discussion on developing a Protocol for a review - continued
16.00	Close of workshop

Appendix II

Programme for 'Developing a Protocol for a Review' Workshop (post October 2005)

- 09.30 Coffee and Registration
- 09.40 Welcome and Introduction
- 09.50 Format of a Cochrane Review
- 10.25 Small group discussion on developing a Protocol for a review
- 12.30 Lunch
(The Cochrane Library will be available during the Lunch Break)
- 13.15 Demonstration of a completed Protocol on RevMan
- 14:00 Small group discussion on developing a Protocol for a review -
continued
- 15.30 Close of workshop (approximate time)

Appendix III

Developing a Protocol for a Review – Two-day workshop

Programme Day One

09.30	Coffee and Registration
10.00	Welcome and Introduction
10.10	Format of a Cochrane Review
10.45	Small group discussion on developing a Protocol for a review
12.30	Lunch (The Cochrane Library will be available during Lunch Break)
13.30	Small group discussion on developing a Protocol for a review - continued
15.00	Break
15.15	Small group discussion on developing a Protocol for a review – continued Begin to write up ideas
16.00	Close of workshop

Programme Day Two

8.45	Coffee and Registration
9.00	RevMan Session and opportunity to work on Protocol
10.30	Coffee
10.45	Searching
12.00	Develop your search strategy
12.30	Lunch
13.15	Developing your methods section
14.15	Individual discussion and continuing RevMan work
15.15	Evaluation and close

Appendix IV

Programme for 'Introduction to Analysis' Workshop

09.00	Welcome and refreshments
09.15	Introduction to meta-analysis
10.00	Applying eligibility criteria (practical)
11.00	Break
11.15	Binary data: summary statistics and choosing an effect measure
12.00	Continuous data
13.00	Lunch
13.45	Extracting data (practical)
14.45	Break
15.00	Heterogeneity – causes and investigation
15.45	Publication bias – causes and detection
16.30	Close of workshop

Appendix V

Cochrane Reviewer Training Fellowships awarded in 2005

Genevieve Becker, Methods of milk expression in lactating women. (Pregnancy and Childbirth)

Clodagh Cashman, Alcohol and drug screening of people whose work involves driving to prevent injury. (Injuries)

Brendan Dineen, Laser treatment for diabetic retinopathy. (Eyes and Vision)

Josephine Hegarty, Watchful waiting versus prostatectomy for prostate cancer. (Prostatic Diseases and Urologic Cancers)

Carmel Hughes, Infection control measures and isolation policies for preventing transmission of MRSA. (Wounds)

Bernadette Lyons, Botulinum for spasticity or no progressive brain lesion. (Stroke)

Malcolm MacLachlan, Psychosocial interventions for physical disability arising from injury. (Injuries)

Patrick Manning, Ciclesonide for chronic asthma in adults and children. (Airways)

Dierdre Walsh, Transcutaneous Electrical Nerve Stimulation (TENS) for acute pain. (Pain, Palliative & Supportive Care)

Appendix VI

Review Completion Course Programme

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9.00		Welcome – outline of the day	Welcome – statistics and analysis day	Welcome – outline of the day	Welcome – outline of the day
9.15		Optional tutorial RevMan 4.2.7	Own work – Statistician available all day	Own work – facilitators available	Participants feed back to whole group on their progress - plan to ensure completion of their review
10.00		Own work – facilitators available			Optional tutorial Adverse effects
11.00		COFFEE/TEA BREAK	COFFEE/TEA BREAK	COFFEE/TEA BREAK	COFFEE/TEA BREAK
11.30		Own work – facilitators available	Own work – Statistician available all day	Own work – facilitators available	Own work – facilitators available
12.00					
12.30	LUNCH/ARRIVAL				
1.00	Welcome/Introductions. Housekeeping etc Aim/structure of programme.	LUNCH	LUNCH	LUNCH	Action plans / summary CLOSE OF COURSE
1.30					
2.00		Optional tutorial Reviews with no data for quantitative analysis	Own work – Statistician available all day	Own work – facilitators available	
2.30	Optional tutorial Data extraction				
3.00	Own work – facilitators available	Own work – facilitators available			
5.00					

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