Synthesis Version 2.3 Summary Sheet

Import Abstracts from OVID:

In OVID (MedLine, Embase, Global Health, CAB Abstracts)
1. Click on Export
   a. Export to: Reference Manager
   b. Select Fields to Display: Complete Reference
   c. Turn off ALL Includes
   d. Click Export Citation(s)

In Synthesis
1. Click the Import Abstracts button
   a. Select file
   b. click Open
2. Click the Duplicates Tab
   a. Quality Check for non-duplicates

Other supported literature databases: PubMed, CINAHL and Web of Science. Remember to export to the Reference Manager format.

Manage Settings:

Project > Settings

Display Primary Researcher's Rating
   Shows the Primary reviewer info on the data collection page.

Display Secondary Researcher's Rating
   Shows the Primary reviewer info on the data collection page.

Project Title
   Allows a project title to be entered.

Project Description
   Description of Project to be included. Hint: Include search strategy and dates of imports.

Abstract Keywords
   Allows words to be highlighted in the abstract. Can include wildcards *

Full Text Keywords
   Allows words to be highlighted in the PDF. Can include wildcards *
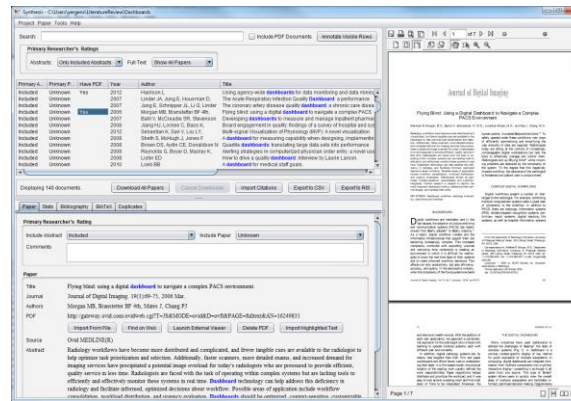
Abstract Exclude Reasons
   Creates an item in the Abstract Exclude drop down.

Full Text Exclude Reasons
   Creates an item in the PDF Exclude drop down.

Custom Columns
   Creates a column where data can be entered.

Buttons: Main Screen

Download All Papers - Will try to download the PDFs for those abstracts included.

Cancel Downloads - Will cancel the downloading of PDFs.

Import Abstracts - Imports abstracts from OVID/PubMed/etc and automatically checks for duplicates.

Export to CSV - Exports whatever abstracts are showing (note: primary and secondary view settings) to a CSV file.

Export to RIS - Exports whatever abstracts are showing to a Reference Manager format so it can be imported into EndNote, RefWorks, etc.

Buttons: Paper Tab

Delete PDF - Deletes the PDF being viewed.

Search Google - Launches a WebBrowser using Google Scholar to try to locate the PDF.

Import From File - Allows a PDF to be imported for that abstract.

Launch External Viewer - Launches the PDF viewer as Synthesis sometimes can't view certain PDFs.

Import Highlighted Text - Extracts any highlighted text in the PDF and stores in comment field.

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Project Menu:

Change Project - Allows the project to be changed or a new project created.

Export - Exports the Synthesis literature search, so it can be imported (merged) with another Synthesis user.

Import - Imports and Merges another Synthesis user's literature search with yours.

Settings - Opens the Settings Window.

Quit - Quits Synthesis.

Secondary Applications

WebReports - Creates automatic charts from your Synthesis literature repository
   1. Export to CSV
   2. go to http://healthsim.dyndns.org:8080/ucalgary
   3. Sign in (get account from yergens@healthcaresimulations.com)
   4. Select WebExcel icon
   5. Click Upload spreadsheet

Carrot2 - Allows automated subject classification from your Synthesis literature repository. See Synthesis - Carrot2 documentation.

License Key
1. Select Help > Register
2. Email Installation ID to info@synthesis.info

Secondary Information
- Synthesis continuously saves your work.
- You can press "I" or "E" for Include or Exclude -- but you must first click on the Include Abstract drop down list.
- You can find a list of downloaded PDFs in the c:\user\<user_name>\LiteratureReview \<project> folder
- You can make a backup of your literature repository by making a copy of the folder in the c:\user\<user_name>\LiteratureReview\<project> folder
- In Settings you can Turn Off/On the PDF Viewer
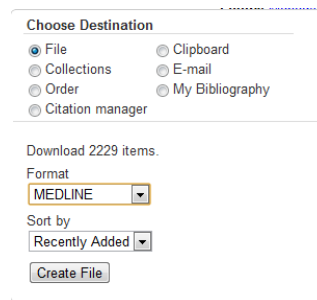- In Settings you can get into Duplicate Mode

Searching in Synthesis

- To search multiple words use quotations
    - "Behavior Risk Factor Surveillance System"
- Boolean operators (must be capitalized)
    - AND
        - "diabetes" AND "hypertension"
    - OR
        - "diabetes" OR "hypertension"
    - NOT
        - "diabetes" NOT "hypertension"
    - + (includes documents with the term)
        - +"goodness of fit"
    - - (excludes documents with the term)
        - -"goodness of fit"
- Wildcard Searches (note: cannot use quotations)
    - diabet* (returns diabetes, diabetic, etc)
    - ? can be used for a single character such as Pub?ed
- Proximity Search - returns results where health and survey are within 10 words
    - "health survey"~10
- You can also focus your search to specific fields in the database. The following fields are supported (field names must be in lower case):
    - title:"health professional"
    - abstract:"National Health Interview Survey"
    - year:2011
    - author:"Yoo"
    - journal:"MMWR"
    - source:"pubmed"
    - mesh:"HIV"
    - fulltext:"simulation"
    - havepdf:Yes (where there is a PDF)
    - primary_include_abstract:Included
    - secondary_include_abstract:Included
    - primary_include_fulltext:Included
    - secondary_include_fulltext:Included
- Range
    - year:[2010 TO 2012]
    - To query when the abstract is empty:
      mesh:"humans" -abstract:[a* TO z*]

- To query when their is a PDF:
  mesh:"humans" +fulltext:[a* TO z*]
- Escape characters () must be preceded with \ if the characters are used in a query:
    - Lucene uses these characters: + - && || ! ( ) { } [ ] ^ " ~ * ? : \
    - "how many\?"
- Grouping
    - ("Canadian" or "Canada") AND "Hypertension"
    - title(+"Survey" +"Hypertension")
+"BRFSS" -"California" "Ohio"

Importing References from PubMed (www.pubmed.org)

- Perform search on www.pubmed.org
- Select "Send To"
- Select File
- Choose the format to be Medline
- Click Create File
    - Saves a file: pubmed_results.txt
- In Synthesis click "Import Abstracts"

Exporting to EndNote/Reference Manager

- Click Button "Export to EndNote" and Save File
- In EndNote - File > Import
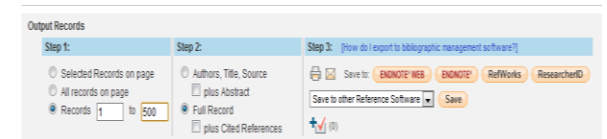   - Select Import Option: PubMed (NLM)

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Importing from Web of Knowledge

- Perform search on Web of Knowledge
- Step 1: Choose 1 to 500 (max) records
- Step 2: Select Full Record
    - Do not select plus cited refs
- Step 3: Click EndNote Button
    - Saves a file savedrecs.ciw
- In Synthesis click "Import Abstracts"

Flowchart for working with Synthesis Systematic Review