# Worksheet for systematised reviews

You can use this document with your dissertation supervisor and your academic liaison librarian, to support any secondary data analysis. Generally, part 1 will form discussions with your supervisor, and should be completed before you meet with a librarian. Take this form with you to the meeting with the librarian and make notes in part 2.

## Part 1

Questions to discuss with your supervisor:

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| What is your research question? |  |
| What are your research aims? |  |
| What is your chosen methodology? (e.g. meta-analysis, narrative analysis, content analysis, discourse analysis) |  |
| What kind of secondary data are you looking for? (e.g. journal articles, reports, newspaper articles, policy documents) |  |
| Why is this a good approach to answering your research question/ aim? |  |
| Which search terms will be helpful to find sources? Why are these relevant? |  |
| Which areas are you looking at? (This could be geographical e.g. England/rural areas or about the kind of setting e.g. primary schools, hospitals). Why? |  |
| What time frame are you looking at? Why? |  |
| If you need to find research articles, what kind? (e.g. qualitative, quantitative, ethnographies, all?) Why? |  |
| If you need to find more sources what else could be added? |  |
| If you need to reduce the sources identified - how could you exclude some more things? |  |

## Part 2

Questions to ask your academic liaison librarian when you meet (make note of the answers):

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| Which database(s) should you search? |  |
| Which keywords will be useful? |  |
| Are there subject headings which will be useful, and in which databases is this the case? |  |
| How can you save and store your results? |  |

Don’t forget to look at the PRISMA flowchart, if you are doing a systematised literature review, to record the process.