

### Annex 3. Resource use form

Steps	Resources	Expertise	Tasks	Work days	Workload	Cost standard(RMB)	Cost (RMB)	Cost( £ )
S1-conversion	1 Associate professor	understand Cochrane reviews	Read and compared the Traditional and Simplified versions, and make sure the conversion make sense	2 days	20 abstracts	25 per abstract	500	50
	1 person	knows both Traditional Chinese and Simplified Chinese	Read and compared the Traditional and Simplified versions, and make sure the conversion make sense	1 day	10 abstracts	20 per abstract	200	20
	2 master students	know how to use the conversion software	Converted the Traditional version into Simplified version by the conversion software	2 days	100 abstracts	6 per abstract	600	60
	conversion software license					we used the trial version this time and it's free of charge	0	0
	<b>Sub-total</b>						<b>1300</b>	<b>130</b>

S2-language revision	6 master students	Major in epidemiology, with good English and SR knowledge	Revised the Simplified version based on the English abstract and PLS	18 days	100 abstracts	30 per abstract	3000	300
	<b>Sub-total</b>						<b>3000</b>	<b>300</b>
S3-1st round check	5 Associated professor/PhD	majored in epidemiology and EBM, with good English	Language and content check - Revised the Simplified version based on the English abstract and PLS	12 days	100 abstracts	35 per abstract	3500	350
S3-2nd round check	5 Associated professor/PhD	majored in epidemiology and EBM, with good English	Language and content check -Cross checked the Simplified version again	7 days	100 abstracts	25 per abstract	2500	250
S4-3rd round check	12 Clinical specialists	clinical specialists in related areas, with good English	Clinical check - focus on the clinical terms	14 days	100 abstracts	30 per abstract	3000	300
	contact with related clinical specialists						0	0
	<b>Sub-total</b>						<b>9000</b>	<b>900</b>
S5-finalisation	2 editors	with good English and Chinese writing	Language check to make it more easier to understand and read	14 days	100 abstracts	50 per abstract	5000	500
	1 associated professor and 1 professor	knows CR, with good English	Final editing and format revision	7 days	100 abstracts	20 per abstract	2000	200
	contact with editors						0	0
	<b>Sub-total</b>						<b>7000</b>	<b>700</b>
<b>Total</b>				<b>77 days</b>			<b>20300</b>	<b>2030</b>

Note: we did not calculate the cost based on the exact work days, but on the workload.