

Box. Steps for developing rigorous data collection forms in the Systematic Review Data Repository (SRDR)

1. Develop outlines of evidence tables
2. Identify data elements needed for evidence tables, and group data elements logically to facilitate form development and data collection process
3. For each data element, identify optimal way of asking the question to ensure complete, accurate, and rigorous data
4. Develop paper-based data abstraction forms and maintain paper forms for use when data system fails or is not immediately available
5. Set up and pilot test data abstraction forms in SRDR using paper form prototypes
6. Train systematic reviewers in using SRDR for data abstraction and data entry
7. Develop a plan to monitor data quality and progress