


**Literature review spreadsheet template**

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## Literature review spreadsheet template

writing a literature review is discouraging (here, writing a dissertation is discouraging!) while dissertation formats vary between universities and disciplines, most (if not all) require a review of literature. in this post I will guide you through my process of developing an organization system that helped me write my review of dissertation literature. It's a long post, but I wanted everything to be in a place for you, so it's not broken in different articles. First, I will guide you through my retro story in the process of reviewing dissertation literature, and describe my general system of organization. Then, I will describe 2 methods to take you from reading articles to take notes to organize your notes in themes. Finally, I will cling to thoughts on how to continue your review of literature in a cohesive and transparent way. all external connections open in a new window. background photos from cold wedding on unplash for me, the phase of revision of literature was fundamental in the identification of gaps in the field that my goals would face. I am currently (oct 2019) halfway through writing the background piece of my proposal, and still use these revision strategies on when I need to write a section on a new topic I have not already sought. the background piece of my dissertation proposal is where the fruits of my reviewed work will shine. for disciplines other than epidemiology, you may have a formal section "revision of literature." I have completed most of my review on summer 2019, reviewing literature, cards forward and back, and using the information I found to draw up a profile of my background section. I have connected ideas and identified gaps in the field, and that hard work has helped me not only identify my goals, but provide a solid knowledge base in my topic and information can easily refer months later as I continue to write. Before starting, I decided to do some research - what did other people do for their dissertation literature reviews? You don't need to reinvent the wheel, do you? In fact, that could be how you stumbled on my page. I found 3 gems that influenced significantly how I set up my organization literature review system. [1 ] dr. kathleen clarke - @kathleen clarke in his article, "organize your style of spreadsheet of literature," Dr. clarke presents some ideas to start: - the largest spreadsheet - the minor spreadsheets - the numerical system the list first because its system was, by far, the most influential in my organizational system. You'll see it in the or of a bigger list andNumerical name system. [2] Dr. Elaine Gregersen (Campbell) - @alawuntoHerself Dr. Clarke connects to the Gregersen article, "as an Excel use to manage my review of literature", as a thorough guide to the use of Excel (rather than Word ) To organize your literature review. Both DRS Clarke and Gregersen share voices that find useful, as well as some backgrounds on their projects and sites they used to search. I started with Excel/Google Sheet spreadsheet, which I will elaborate on in the next section, but abandoned for several reasons (which I will elaborate on later). [ 3 ]Á Dr. Raul Pacheco-Vega á @RaulPacheco Dr. Clarke also connected to Dr. Raul Pacheco-Vega, who writes great Tweetorials on academic life and organization. I met her work for the first time during the #EpiWritingChallenge and was happy to see her name again. You can see all her posts about literature reviews HERE. In particular, it is advisable to check his spreadsheet template for the "Excel mind dump" and his suggestions for mind mapping. There are a few things to think about first when you decide how to create your organization system.Aa 1. How will you name and preserve the literature you find? 2. What information do you need to extract?Á 3. How will you store the extracted information? Then, think about how you work. Will you be at different computers, or just your laptop? (Think: desktop Excel versus Google Sheets) Do you prefer to do everything on the computer, or do you like some handwritten aspects? The most important thing to remember during the whole process is that the system is NOT PERMANENT. "If something doesn't work, think about why, and then how to fix it. Your system is flexible, it's what works for you at the stage you're in. When a system becomes more work than the benefit it provides, it is not a good system! In his post, Dr Gregerson notes that his reason for using Excel spreadsheets instead of Word is that it is a filter and sorting. You can actually do it in Word too, so don't let this be a driving factor. One limitation in using tables in Word is that you are limited to the size of the page, and you can't go back and forth between sheets.Á If you're going to try the spreadsheet system, there are a few things to keep in mind:Á1. Create your headers so that the text entered in that column takes up MAX 2 lines (or is a simple yes/no/x). In the end I abandoned this system because I found myself taking notes too long, and scrolling through the spreadsheet became difficult as the boxes got longer. Also, it was hard to copy and paste, which is a key aspect of the system I ended up developing. If you want to use the spreadsheet system and you want to copy paste, I suggest using a table in Word rather than Excel, because you can easily highlight a single row in a table, rather than having to Alt+Enter for a return. 2. Consider creating different spreadsheets (major and minor). Your minor spreadsheets could be on a sub-topic, or they could simply result from splitting headers which, when combined, would lead to the stretching problem I mentioned in #1. For example, in my I might have information about the design of the study, the location, the time period, and the condition of the disease. Then, on another sheet, I could have prevalence, incidence, case of mortality of the disease, and still on another, methods of validation. The key is thatÁ© on every every Keeping the identification information á € á € "At least the article ID (later later) and the surname á €" reference year. You can copy and paste these columns between the sheets. If you think you create minor spreadsheets, surely use Excel or Google Sheets instead of Word. Using a spreadsheet for your illuminated review you can have more sheets and easily copy information about quotes between sheets. Note how to stretch some of the boxes are á € "the calculation sheets system works best when you have max 2 text lines or even yes / no to insert in each.á, one of the best things that the post of Dr. Clarke helped me with it was the Á «Number of system naming. reference. He used Á «ID # - titleá», with articles starting from 0, thesis starting from 1000 and books starting from 2000. I extended its numbering to the numerical denomination system and I used the following denomination convention: Á « ID ## - Last name-year-title The relevant items are named with ## - Last name-year-title. The articles downloaded but not reviewed do not have a number yet (see below). If you are downloading articles without reviewing them, I would appoint them without an identification number. After reviewing, if I considered it relevant, he received a number. For the title, I found it more comfortable to copy the title text from PubMed or from the publisher's website, but stop me before any punctuation (which is not allowed in file names) .Á, Á, Á, Á. This is what eventually replaced my spreadsheet Áf \ was a continuous list of my quotes. It was a Word document (which I never order) that responded to different needs: Á, [1] I read this article? (check mark) [2] Article number [3] Surname and year [4] PMID [5] Name and surname (with punctuation) [6] Very brave notes, the clean presentation of this document responded to my perfectionist trends and was Easy to update and print when I was doing my index card system (next). Copying and paste the complete title from the website of the article or by PubMed and grab the PMID from the back of the URL of PubMed was easy. A note about the PMIDs: I ended up adding these because I was planning to make a review Of the Learning Machine Literature that would require the PMIDs of the related articles to find other related articles. However, it's not a bad thing to have, as you can insert the ID numbers in PubMed to get a formatted list of quotes ahead along the way. Even if I don't finish to use it, I'd rather take the second additional to copy-paste while I'm there rather than go back and do it for all them.á, I often finish to download different items on a single Á as a natural language processing algorithms or common data models. I marked these in the column of notes so it was easy to remember and connected those documents with similar topics. Overall, it's a useful way to go back to the oscillation of things when you start the following day again. So this is the core of the illuminated revision method that helped him go to go Disparate research articles on synthesized topics that have not only been written as sections in my literature review, but helped me identify the gaps in the field that my thesis could face. I won't talk about how to find relevant articles, and back and forth-citing. You can read it elsewhere. Join me to the point of downloading the items you've found, tying them with the numbering system, inserting them into your list of quotes, and extracting the information. If the information is directed forward - yes they did, they didn't do it, this was the prevalence, this was their method, then with all the means to use a spreadsheet. But when you extract concepts, sheets of calculating simply doesn't cut them. Method 1 I bought a large stack of index cards from the dollar shop, cut them into half, and pulled out some hinge sealing bags. As I read an article (on my computer), I would write the ID - name - year in marker at the top of my index card (so it was more often than the pen), and then wrote the idea or quote. Each idea or quote has obtained their own index card. Because? Because I wanted to be able to solve the problems later. Now, I have a medium and large writing, and half-size index cards (raise 5 x 7 or 3 x 5) were just fine for me. You could even cut the scrap paper (just one empty side is required). If you have a very large writing, you may want to stick with 3 x 5 cards. After reading through some articles (intended?) The themes began to emerge. Because XYZ is important, as other researchers have addressed the ABC problem, etc. I made a topic card with the idea written in marker, and or paper cut out together, or put them in their coupon folder. Wait, what are you saying to group them together? - I used clips for group cards together at the beginning, and then found some Coupon accordion files at the dollar store and started using them. Each topic has a pocket, and I labeled the outside with the subjects inside so it was easier to find. But when you're just starting, post-it notes and paper clips are just fine. Organizing the index cards by topic was easy to do with different coupon organizers. Subtopics could also be separated by CartaClipping a 1 pocket card stack. Method 1 is great for your hands on typewriters. Each idea or quote from a newspaper gets your own index card, and those cards can be mixed around to identify themes or arguments. In the end those themes or arguments will move to a computer document. Method 2 Skip index tabs and is a list of quotes and ideas typed running and where they come from. It is therefore possible to organize those directly in the review notes on (right), or a cork function like on Scrivener (right) where you can virtually "disconnect index cards." Eventually, the quotations and ideas on my grouped index cards were typed into a turned-on review profile (next section). If you're more technology-oriented and want to skip the index Check out, method 2á, (Diagram above right) .á, Method 2 would work great if you have at least 2 monitors, so that you can have your Word document to type your quotes and ideas with quotes on a screen while you read Your article on the other screen.. .á, basically, instead of writing a idea out on an index card, type just out in the word document. The key is to make sure you include the quote (ID # # surname year) is, .á, (or just last name year), after each concept / idea because you will move those statements around, just as if they were single cards. As the index cards were my predominant method, when I was á á á «moving" aka had no space nor time to distribute all my index cards, I would do this technical method (method 2) to record notes. Now, while most of my illuminated review has been done during the summer, I find some topics I need to deepen or make new research. Don't throw out the cards again because these are already grouped approximately in topics (points pointed on a scheme, if you want). I use this method Á «On the goá» (image below) where I write ideas, then organize them in tables that match approximately to the paragraphs I am writing. Remember that all these nuances were born from my adaptation to what I was working on, how I was working on and what resources I had available. Think about how you could try some of these methods and adapt them to your needs. Whether you use the 1á method, or method 2, á, the next step is to put together those concepts and quotes that you have written out in topics.. I took advantage of the header styles in Word to create a convenient index. In this way it was easy to see how the arguments flow, as the subtags are stuck, and click on headers as a link to go through the document. When extracting quotation marks from a document (or index cards) to this new execution scheme, it can be cumbersome to scroll back and forth. If you go to view and then navigation bread (check box) you can compress or expand headers and click on them. So how will it appear when you have organized your review notes illuminated in topics in this illuminated review scheme? See the image below. You can type ideas (on plus arguments) or copy and paste from the document (method 2). Note some details below: Á, 1. If it is a direct quote, make sure you include quotes so you don't have to doubt if it's your paraphrase or quote (green). 2. Keep country quotes with each instruction. You can see the difference here where more quotes under a topic, compared to the list would be listed by author, as you work through articles (yellow). Á 3. Add your notes to yourself (blue). Á The highlights below are just to identify different points for this post. No indication required for your notes. I hope the process I followed to develop this system will help you withProcess of own dissertation. If you have any questions, don't hesitate to leave a comment below.Á € Feel free to share this method with your peers, connected only to me! Á € á, ~



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