Request form literature research University Library

To request an appointment, please fill out this form and send it to: **mics.ub@vu.nl**.

Submit your request as soon as possible: there may be a waiting time of up to two weeks!

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| --- |
| **Contact details** |
| Name |  |
| Job title |  |
| Department or faculty |  |
| Research institute |  |
| E-mail address  |  |
| Telephone number |  |
| Name(s) of supervisor(s)/promo­tor(s)\* |  |
| **Content** |
| Research question |  |
| Already known search terms per aspect  |  |
| Examples of already found relevant references (provide short references) |  |
| Purpose | systematic review, grant application, guideline, other\* |
| Attending medical information specialist/ literature researcher | *to be filled in by the information specialist* |
| *\* remove what is not applicable* |
| *By filling out this form and sending it in, you agree that the data submitted herein are stored and processed in our administration and statistics (anonymously). If you do not want this data to be processed, contact the above mentioned e-mail address.* |

On our webpage [Literature research & systematic reviews](https://ub.vu.nl/en/university-library-for-researchers/literature-research/index.aspx) you can find all the information on our services and also what we expect from you as preparation to work collaboratively. The below mentioned points will be discussed during the first appointment:

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| --- | --- |
| **Intake questions** |  |
| 1. **Planning and throughput time**
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| 1. **Co-authorship information specialist**
 | Yes/no\* |
| 1. **Previous experience with (systematic) searching?**
 | Yes/no\* |
| 1. **Databases / sources to search?**
 |  |
| 1. [**Bibliographic manager**](https://ub.vu.nl/en/search-help/literature-management-endnote/index.aspx)
 | EndNote/Mendeley/Zotero |
| 1. **Review managers**, e.g. [Rayyan](https://rayyan.qcri.org/)
 |  |
| **Resources**  |  |
| 1. [**Overview**](http://guides.mclibrary.duke.edu/sysreview/types)of types of reviews
 |  |
| 1. [**Prisma Statement**](http://www.prisma-statement.org/)quality statement to write up a SR
 |  |
| 1. **Web courses** [**A roadmap for searching literature in PubMed**](https://libguides.vu.nl/PMroadmap) **en** [**Systematic Reviews**](https://libguides.vu.nl/SystematicReviews)
 | Yes/no\* |
| 1. **Guidance SR**
 | [Cochrane Handbook 2019](https://training.cochrane.org/cochrane-handbook-systematic-reviews-interventions) |
| 1. [**Department Epidemiology & Biostatistics**](https://www.vumc.com/departments/epidemiology-and-biostatistics.htm)
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| 1. **Critical appraisal**
 |  |
| 1. **How to find** [**fulltext**](http://ub.vu.nl/nl/lenen-reserveren/lenen/index.aspx)**. See also** [**How to find the PDF**](https://www.rug.nl/library/_shared/pdf/how-to-get-the-pdf-ub.pdf)
 |  |
| 1. [**SurfDrive**](http://www.surfdrive.nl/) **to exchange files**
 |  |
| **Publishing** |  |
| 1. **Registration of protocol in** [**Prospero**](https://www.crd.york.ac.uk/PROSPERO/) **SR register**
 | Yes/no\* |
| 1. [**Open access**](https://ub.vu.nl/en/university-library-for-researchers/open-access/you-share-we-take-care)[**https://journalpublishingguide.vu.nl/WebQuery/vubrowser?q=\***](https://journalpublishingguide.vu.nl/WebQuery/vubrowser?q=*)
 |  |
| 1. [**ORCID-id**](https://libguides.vu.nl/orcid)
 |  |
| 1. **Which journal you have in mind to submit this review to?**
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